

A meeting of the

## **Joint meeting - West of England Combined Authority Committee and West of England Joint Committee**

will be held on

**Date: Friday, 4 December 2020**

**Time: 2.00 pm**

**Place: Zoom virtual meeting, to be broadcast on the WECA YouTube channel**

Please note: the 4 December Joint Meeting of the WECA Committee and the West of England Joint Committee will be broadcast at this link:

<https://youtu.be/dxIhA4ULkM>

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

Mayor Tim Bowles, West of England Combined Authority  
Cllr Toby Savage, Leader, South Gloucestershire Council  
Mayor Marvin Rees, Bristol City Council  
Cllr Dine Romero, Leader, Bath and North East Somerset Council  
Professor Steve West, Chair of the West of England Local Enterprise Partnership (non-voting member)

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Cllr Dine Romero, Leader, Bath and North East Somerset Council  
Cllr Donald Davies, Leader, North Somerset Council  
Professor Steve West, Chair of the West of England Local Enterprise Partnership (non-voting member)

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Members of the public may:

- Observe 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 a list setting out the decision making powers the WECA has delegated to their officers and the title of those officers.
- For further information about this agenda or how the authority works, please contact Democratic Services, telephone 07436 600313 or e-mail: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

# AGENDA

## 1. WELCOME AND INTRODUCTIONS

## 2. APOLOGIES FOR ABSENCE

## 3. DECLARATIONS OF INTEREST

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 nonpecuniary 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 JOINT MEETING

5 - 16

To confirm the minutes of the previous joint meeting held on 9 October 2020 as a correct record.

## 5. CHAIR'S ANNOUNCEMENTS

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

Note: WECA virtual public committee meetings are currently being arranged as 'Zoom' video conferencing meetings, broadcast on the WECA YouTube channel.

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### WRITTEN PUBLIC QUESTIONS

1. Any member of the public can submit a maximum of two written questions to this meeting.
2. The deadline for the submission of questions is 5.00 pm, at least 3 clear working days ahead of a meeting. For this meeting, the deadline for questions is 5.00 pm on Monday 30 November.
3. Questions should be addressed to the Chair of the meeting and e-mailed to [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)
4. 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.
5. Please note - under WECA committee procedures, there is no opportunity for oral supplementary questions to be asked at committee meetings.
6. Questions and replies will be circulated to committee members in advance of the meeting and published on the WECA website.

### PUBLIC STATEMENTS

1. Any member of the public may submit a written statement (or petition) to this meeting.
2. Please note that one statement per individual is permitted.
3. Statements must be submitted in writing and received by the deadline of 12 noon on the working day before the meeting. For this meeting, the deadline for statements is 12 noon on Thursday 3 December. Statements should be emailed to [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)
4. Statements will be listed for the meeting in the order of receipt. All statements will be sent to committee members in advance of the meeting and published on the WECA website.
5. Please note – if any member of the public wishes to 'attend' the virtual meeting to orally present their statement, they are asked please to notify the WECA Democratic Services team of this by 12 noon on the working day before the meeting at latest.
6. 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 this meeting is 60 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

- 7. PETITIONS TO BE PRESENTED BY ANY MEMBER OF THE WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE OR WEST OF ENGLAND JOINT COMMITTEE**
- 8. COMMENTS FROM THE CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP**  
To receive any comments from the Chair of the Local Enterprise Partnership.
- 9. COMMENTS FROM THE CHAIR OF THE COMBINED AUTHORITY'S OVERVIEW & SCRUTINY COMMITTEE**  
To receive any comments from the Chair of the Combined Authority's Overview and Scrutiny Committee.
- 10. COMMENTS FROM THE COMBINED AUTHORITY'S BOARDS** 17 - 20  
To receive comments from the Combined Authority's boards.
- 11. STRATEGIC RAIL INVESTMENT** 21 - 54  
Report for consideration by the Combined Authority Committee and the Joint Committee.
- 12. LOCAL ENTERPRISE PARTNERSHIP & INVEST BRISTOL AND BATH BUDGET OUTTURN, APRIL - SEPTEMBER 2020** 55 - 64  
Report for consideration by the Joint Committee.
- 13. LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME** 65 - 76  
Report for consideration by the Joint Committee.
- 14. WECA & MAYORAL BUDGET OUTTURN, APRIL - SEPTEMBER 2020** 77 - 90  
Report for consideration by the Combined Authority Committee.
- 15. INVESTMENT FUND** 91 - 144  
Report for consideration by the Combined Authority Committee.
- 16. ADULT EDUCATION BUDGET - APPROACH FOR THE 2021/22 ACADEMIC YEAR** 145 - 162  
Report for consideration by the Combined Authority Committee.
- 17. APPOINTMENT OF RETURNING OFFICER FOR THE 2021 COMBINED AUTHORITY ELECTION** 163 - 168  
Report for consideration by the Combined Authority Committee.
- 18. INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING**  
Details of the decisions taken at this meeting and the draft minutes of this meeting will be published on the West of England Combined Authority website as soon as possible after the meeting

# **Minutes of the Joint meeting - West of England Combined Authority Committee and West of England Joint Committee**

## **Friday, 9 October 2020**

### **West of England Combined Authority Committee - members present:**

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

### **West of England Joint Committee - members present:**

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

1	<p><b>WELCOME AND INTRODUCTIONS</b></p> <p>The Chair welcomed attendees to the meeting and introduced the committee members:</p> <ul style="list-style-type: none"> <li>- Cllr Toby Savage, Leader of South Gloucestershire Council</li> <li>- Mayor Marvin Rees, Bristol City Council</li> <li>- Cllr Dine Romero, Leader of Bath &amp; North East Somerset Council</li> <li>- Cllr Don Davies, Leader of North Somerset Council</li> </ul>
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from Professor Steve West, Chair of the West of England Local Enterprise Partnership (non-voting committee member).</p>
3	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest.</p>
4	<p><b>MINUTES OF PREVIOUS JOINT MEETING</b></p> <p>RESOLVED:</p> <p>That the minutes of the joint meeting of the West of England Combined Authority Committee and the West of England Joint Committee held on 19 June 2020 be confirmed as a correct record and signed by the Chair.</p>
5	<p><b>CHAIR'S ANNOUNCEMENTS</b></p> <p>The Chair shared the following information, focusing in particular on the regional Recovery Plan (to be considered later at the meeting) developed by the Regional Economic Recovery Taskforce:</p> <ul style="list-style-type: none"> <li>* The publication of the Recovery Plan marked an important step along the road to the region's economic recovery from Coronavirus. The ambitious plan, devised by the Taskforce set out how the Combined Authority and the region's partners would rebuild business, protect and secure well-paid jobs and renew the region, while making sure that all communities had the opportunity to share in future success.</li> <li>* The Recovery Plan built on the package of measures already announced during the last six months to help residents and business deal with the unprecedented situation.</li> <li>* The Plan also built on the strengths of the regional economy and aimed to protect jobs and incomes; the Plan aimed to achieve a recovery that renewed the economy through making it greener and more resilient, so that the region emerged stronger, building on the progress made in recent years.</li> <li>* The Recovery Plan was published alongside the regional Climate Emergency Action Plan. It was essential that these two pieces of work were joined up, to avoid silos and seize the opportunity to make sure that the region really did build back better and cut emissions.</li> <li>* Both plans supported the significant investment already committed to innovation, public transport, walking and cycling, and to supporting businesses and residents' transition to low carbon ways of doing things, including the e-scooter trial which would be launched later this month.</li> <li>* He looked forward to discussing these points with members of the committee later at the meeting.</li> </ul>

<p><b>6</b></p>	<p><b>ITEMS FROM THE PUBLIC (QUESTIONS; PETITIONS; STATEMENTS)</b></p> <p>3 questions had been submitted in advance of this meeting on the following subjects:</p> <ol style="list-style-type: none"> <li>1. Anne Lemon - Climate Emergency Action Plan</li> <li>2. Cllr Jerome Thomas - Climate Emergency Action Plan</li> <li>3. Kim Hicks - Investment Fund report and Southern Orbital study</li> </ol> <p>The Chair advised that written replies had been sent to all questioners in advance of the meeting. The questions and replies had been circulated to committee members in advance of the meeting and were available to view on the Combined Authority web site.</p> <p>The Chair then advised that 8 statements had been received in advance of the meeting. The statements had been circulated to committee members in advance of the meeting and were available to view on the Combined Authority web site. The statements received were on the following subjects (statements were presented by those in attendance):</p> <ol style="list-style-type: none"> <li>1. Alison Allan - Climate Emergency Action Plan</li> <li>2. Kim Hicks - Southern orbital study</li> <li>3. David Redgewell - Transport and related issues</li> <li>4. Christina Biggs - Transport/rail issues</li> <li>5. Cllr Martin Fodor - Climate Emergency Action Plan</li> <li>6. Dick Daniel - Investing in trams</li> <li>7. Andy O'Brien / Martin Garrett - Integrating low-carbon transport in the West of England</li> <li>8. Cllr Sarah Warren - Climate Emergency Action Plan</li> </ol>
<p><b>7</b></p>	<p><b>PETITIONS TO BE PRESENTED BY ANY MEMBER OF THE WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE OR WEST OF ENGLAND JOINT COMMITTEE</b></p> <p>None for this meeting.</p>
<p><b>8</b></p>	<p><b>COMMENTS FROM THE CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP</b></p> <p>Specific written comments from the Chair of the Local Enterprise Partnership about items included on the agenda for this meeting were noted. These comments can be viewed on the Combined Authority website.</p>
<p><b>9</b></p>	<p><b>COMMENTS FROM THE CHAIR OF THE COMBINED AUTHORITY'S OVERVIEW &amp; SCRUTINY COMMITTEE</b></p> <p>The Chair advised that the Chair of the Overview and Scrutiny Committee had submitted comments for consideration at this meeting, following on from their committee meeting held on 7 October. The comments had been circulated in advance of the meeting and were available to view on the Combined Authority web site.</p> <p>Cllr Stephen Clarke, the Chair of the Overview and Scrutiny Committee then presented the written comments, which had highlighted the following points:</p> <p><b>Covid Recovery Plan and Climate Emergency Action Plan (agenda item 11):</b> Scrutiny members had been pleased to welcome Mayor Bowles to their meeting to discuss these items and hoped he would attend future meetings on a reasonably regular basis as they had found the engagement helpful.</p> <p>In broad terms, the committee had welcomed both the Recovery Plan and the Climate Emergency Action Plan. Specific comments were as follows:</p> <p><b>Recovery Plan:</b> Members welcomed the breadth and ambition of the plan, and the specific detail of the</p>

actions to be taken forward, as developed through the Taskforce, with the full involvement of the region's local authorities and the business and other communities.

**Climate Emergency Action Plan:**

Members broadly welcomed the Climate Emergency Action Plan, recognising the clear structure of the plan. They particularly welcomed the headline ambition to achieve net zero carbon in the region by 2030, which was significantly ahead of the 2050 national target and acknowledged the work of officers and the engagement and partnership working that had taken place across the authorities in developing the action plan.

Members, however, also wished to draw attention to the following issues that should be fully taken on board in taking actions forward:

\* It would be important to ensure the development of a suite of SMART (Specific; Measurable; Attainable; Relevant; Timed) targets as an integral part of the action plan. It was critical to define goals and establish clear milestones against which progress and success could be measured and demonstrated.

\* There would need to be clarity about how taking forward these actions would be factored into / linked in with the evidence base that would inform the review of key strategies, plans and projects, e.g. the Local Industrial Strategy, the next Joint Local Transport Plan and future investment in sustainable transport.

\* Given the twin 'drivers' of facilitating economic recovery and tackling the climate emergency, it would be essential to build on the region's acknowledged strengths around innovation and technology by maximising investment opportunities (e.g. around the hydrogen economy and clean technologies) that will bring both economic and environmental benefit.

**Investment Fund (agenda item 15):**

Scrutiny members noted the latest report and the fact that £32.2m of headroom had been identified in the programme to 2022/23 as a result of the detailed review of scheme deliverability. They noted also that detailed proposals for the reallocation of funding from this headroom were to be presented in December and were supportive of the proposal that a significant part of this funding, approx. £20-£25m be used to create a Development Infrastructure Fund.

**West of England Combined Authority and North Somerset:**

It was scrutiny members' strong view that it would be beneficial to the region for North Somerset Council to join the Combined Authority, so that the Combined Authority's geography aligned with the West of England's functional economic area. They encouraged all Mayors and Leaders to do everything possible to bring this about in discussion with government so that these arrangements were in place in advance of the 2021 Combined Authority Mayoral election.

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**COMMENTS FROM THE COMBINED AUTHORITY'S BOARDS**

Specific comments from the 4 Combined Authority Boards about items included on this meeting agenda were noted. These comments can be viewed on the Combined Authority website.

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**REGIONAL COVID-19 RESPONSE AND RECOVERY PLAN & CLIMATE EMERGENCY ACTION PLAN**

The Combined Authority Committee and the Joint Committee considered a report seeking endorsement of the regional Recovery Plan and approval of the regional Climate Emergency Action Plan (agenda item 11).

The Chair highlighted that this report very much set the context for this meeting and



commented as follows:

\* Firstly, as Chair of the Regional Economic Recovery Taskforce, he expressed his deepest thanks to all those who had participated in the work of the Taskforce, culminating in the evidence-based Recovery Plan which was before the committees today.

\* The work had been developed by local experts in industry, education and communities. Over 180 organisations across all sectors had been involved.

\* This was an ambitious plan to rebuild business, get residents back to work, strengthen inclusion, support a green recovery and renew the region's places.

\* The Climate Emergency Action Plan was an intrinsic part of the recovery, which was why these papers were being presented for approval together.

\* The Climate Emergency Action Plan had been developed with full input from representatives from unitary authority partners and with close input from business on the innovation opportunities and skills needed to foster clean growth. This co-production would continue in implementing the actions set out in the plan and he extended his thanks to everyone involved for their ongoing hard efforts.

\* The Action Plan set out actions in 5 challenge areas and detailed the scale of the challenge faced and the actions taken so far. Each year, a report on progress against these actions as set out in the 5 challenge areas would be produced in line with the Combined Authority's monitoring and evaluation framework.

\* Now was the time to continue to work together as a team across the West of England and make these plans a reality. The region's local authorities had of course also been developing their own local responses and plans and great care had been taken to make sure these activities were aligned.

The recommendations for both the Combined Authority Committee and the Joint Committee as set out in the published report were then moved by the Chair and seconded by Cllr Savage.

Cllr Savage welcomed the work of officers and partners in developing both plans, noting that the work complemented and aligned with workstreams being taken forward in these areas by the individual unitary authorities. In South Gloucestershire, these initiatives included:

\* a new campaign to encourage people to stay safe, shop local and support high streets to rebuild.

\* a clear aim moving forwards to ensure availability of space on every high street to support learning and flexible working.

There were also clear linkages between the regional plans and the themes and priorities included in the recently approved South Gloucestershire Council Plan 2020-2024.

Cllr Romero advised that she would be supporting the plans. With regard to the Recovery Plan, she stressed the ongoing importance of engaging with communities and supporting greater inclusion. In relation to the Climate Emergency Action Plan, she commented that the Plan was not in her view as ambitious as it could be. She would continue to push the authority to be ambitious and more proactive in tackling the emergency. As a more general point, she stressed the importance of reports being written in as public-friendly a way as possible - this should be taken into account in future progress reports on these plans.

Cllr Davies supported the Climate Emergency Action Plan but suggested that the plan needed to be stronger moving forwards; if the aim was to have a green recovery, then climate emergency action planning needed to be prominently involved within that. In terms of the Recovery Plan, he commented that the changing needs of the rural economy must be recognised and taken on board - for example, broadband connectivity in rural parts of the

region was a significant issue and would impact on the ability of start-up businesses to get underway in these areas.

Mayor Rees thanked officers and partners for their work. In terms of taking the Recovery Plan delivery forward, an agile approach must be maintained, recognising the uncertainty of the Covid situation and the fact that adjustments to the approach may be needed to meet the challenges ahead. He welcomed the commitment to inclusion within the Plan and the recognition of the role of freelance workers, particularly in the creative industry sector. In relation to the Climate Emergency Action Plan, he welcomed the cross-referencing to the UN Sustainable Development Goals and added that as a complementary work strand, Bristol had now launched its ecological strategy.

The Chair then moved to the voting on the recommendations. Voting took place as per constitutional requirements.

The **West of England Combined Authority Committee** RESOLVED:

1. To endorse the regional Covid-19 Recovery Plan and support the next stages of the Taskforce's work.
2. To approve the Climate Emergency Action Plan.

The **West of England Joint Committee** RESOLVED:

1. To endorse the regional Covid-19 Recovery Plan and support the next stages of the Taskforce's work.
2. To approve the Climate Emergency Action Plan.

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#### **LOCAL ENTERPRISE PARTNERSHIP & INVEST BRISTOL AND BATH BUDGET OUTTURN, APRIL - JUNE 2020**

The Joint Committee considered a report setting out the latest forecast revenue outturn budget for the West of England Joint Committee for the financial year 2020/21 based on data for the period from April to June 2020 (agenda item 12). The report covered the Local Enterprise Partnership (LEP) and Invest Bristol and Bath revenue budgets.

The Chair highlighted the following aspects of the report and commented as follows:

\* Appendix 1 set out the Local Enterprise Partnership forecast revenue outturn to the end of June 2020. This showed spend of £6.9m against an original budget of £5.6m. The difference of £1.3m was mainly due to the receipt and phasing of spend for government grants. There was a forecast underspend of £80k and this was mainly due to treasury management surplus and the timing of a grant between financial years.

\* Appendix 2 set out Invest Bristol and Bath's revenue outturn position for 2020/21, which showed a surplus of £88k at year end. This surplus related to Business and Skills directorate recharge costs being split over more projects than originally budgeted due to new funding from government. This would result in a lower recharge to Invest Bristol and Bath.

In discussion, members agreed that an update / briefing should be provided on a regular basis to the region's Mayors and Leaders on the progress being made on inward investment and trade following on from the 2019 review and the new business case that had subsequently been agreed for Invest Bristol and Bath. This should include information about the geographical spread of new inward investment across the region.

The **West of England Joint Committee** RESOLVED:

1. To note the Local Enterprise Partnership revenue outturn as set out in Appendix 1.
2. To note the Invest Bristol & Bath revenue outturn as set out in Appendix 2.

**13**

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

The Joint Committee considered a report setting out the latest Local Enterprise Partnership One Front Door funding programme report (agenda item 13).

The Chair highlighted that:

\* The report set out proposals for the use of the £13.7m Getting Building Fund secured from the Government. This supported the following capital projects that would benefit the region's recovery:

- Keynsham town centre improvements
- Enabling infrastructure at Bath Quays South
- The Umbrella testbed in South Gloucestershire
- Emersons Green local transport enhancements
- Improvements on the A4018 Corridor
- Weston General Stores
- Opening of the Portway Park and Ride station.

\* The report also sought approval for the Full Business Case for Temple Quarter Enabling Works (Bristol project) with an allocation of up to £32m to deliver infrastructure to enable the development of significant office space, residential units, a hotel and conference centre and new public realm. This was a flagship regional project that he was pleased to see progressing.

\* The report sought approval of a delegation to the Combined Authority's Chief Executive (in consultation with South West LEP Chief Executives) to take forward the Green Homes Grant, as announced in the Chancellor's Summer economic update in July. This was part of a national green recovery programme from which the South West Energy Hub was likely to receive a grant allocation of between £40-55m. This would help low income households improve the energy efficiency of their homes.

\* A number of scheme change requests were included in the appendices to projects funded through the Local Growth Fund, Economic Development Fund and the Revolving Infrastructure Fund.

The recommendations as set out in the published report were then moved by the Chair and seconded by Cllr Romero.

Mayor Rees welcomed the proposed allocation of up to £32m to deliver enabling works at Temple Quarter. As part of this development, significant levels of new housing and new jobs would be realised, and the full development of the site would bring a very positive GVA impact. Taking forward the work on this major project was a good example of demonstrating to government the region's ability to deliver major projects. He welcomed the work being taken forward to establish a joint delivery team to support this work, and (in terms of the change requests) the investment proposed to assist the Bristol Beacon transformation project.

Cllr Savage welcomed the report, drawing attention to improvements in the Yate area, where progress on the A432 Yate Park & Ride together with the increased frequency of MetroWest rail services to/from Yate represented a significantly improved public transport offer for the area.

Cllr Romero welcomed the investment in Temple Quarter (this being a project which would bring benefits for the whole region) and the investment in Keynsham town centre improvements and at Bath Quays. She was also supportive of the proposals to take forward Green Homes grant funding arrangements; it would be important to ensure an equitable distribution of the grant to ensure that assistance was targeted at those in the greatest need.

Cllr Davies welcomed the report, drawing attention in particular to the investment in Weston General Stores.

The Chair then moved to the voting on the recommendations. Voting took place as per constitutional requirements.

The **West of England Joint Committee** RESOLVED:

1. To approve the proposals for the use of the Getting Building Fund as set out in paragraphs 5.1 - 5.3.
2. To approve the Full Business Case for Temple Quarter Enabling Works up to £32m, with a requirement on Bristol City Council to provide detailed information on the works specification and anticipated cost profile.
3. To approve the change requests for schemes within the LGF programme as set out in Appendix 1.
4. To approve the change requests for schemes within the EDF and RIF programmes set out in Appendix 2.
5. To delegate the detailed funding allocations and grant funding arrangements for the South West Energy Hub Green Homes Grant to the WECA Chief Executive in consultation with the South West LEP Chief Executives.

At this point in the meeting, it was noted that the business relevant to the West of England Joint Committee had been concluded. Cllr Davies left the meeting at this point.

**14**

#### **WECA & MAYORAL BUDGET OUTTURN, APRIL-JUNE 2020**

The Combined Authority Committee considered a report setting out the revenue budget financial outturn information for the Combined Authority and the Mayoral budget for the financial year 2020/21 based on data for the period April to June 2020 (agenda item 14).

The Chair highlighted the following aspects of the report and commented as follows:

- \* A small underspend of £11k was forecast in relation to the Mayoral Fund, as set out in Appendix 1; also in relation to this fund, a contribution of £396k would be made to an earmarked reserve, in line with budget, to meet the estimated costs of the Combined Authority Mayoral election in 2021.
- \* In terms of the Combined Authority's revenue budget, a net surplus of £565k was forecast, as set out in Appendix 2, which was due to higher income received from cash balances.
- \* The report set out various transport grants received from the government to support local bus operators through the Covid period, and also proposed that the committee should approve the continuation of paying concessionary fares, in line with budgeted profile, to local transport operators up to 31 December 2020, and also to community transport providers and to meet current service contracts.

The recommendations as set out in the published report were then moved by the Chair and seconded by Cllr Savage.

Given the ongoing Covid situation, Mayor Rees welcomed the continued financial support to local transport operators and community transport providers. He also welcomed the fact that payments to Adult Education providers had been made in line with the budgeted profile to maintain the stability of the provider base.

The Chair then moved to the voting on the recommendations. Voting took place as per constitutional requirements.

The **West of England Combined Authority Committee** RESOLVED to:

1. Note the Mayoral Fund revenue outturn as detailed in Appendix 1.
2. Note the WECA revenue outturn as detailed in Appendix 2.
3. Approve the continuation of paying concessionary fares, in line with budgeted profile, to local transport operators up to 31 December 2020, and to Community Transport Providers and in respect of current Service Contracts with delegation for enabling these payments provided to the Head of Strategic Transport Integration.
4. Approve an internal virement of £150k from Treasury Management surplus and consultancy savings to establish capacity in the financial services team.
5. Approve a drawdown of £403k from the WECA Business Rates Reserve to fund the projected income shortfall in business rates for 2020/21.

## **15 INVESTMENT FUND**

The Combined Authority Committee considered a report setting out the latest proposed approvals in relation to the Investment Fund (agenda item 15).

The Chair highlighted the following aspects of the report and commented as follows:

- \* Through discussions with the unitary authorities, very careful ongoing consideration was being given to the deliverability of, and priorities within the current £350m investment programme in response to Covid-19.
- \* Today's report clarified that £32.2m of headroom had been identified in the programme to 2022/23; detailed proposals for the reallocation of this funding would be presented to December's committee meeting.
- \* Some of that funding would be used to create a Development Infrastructure Fund, following the model of the Land Acquisition Fund that was already in place, and could support both housing and economic development infrastructure. It was also planned to increase the allocation for the Land Acquisition Fund itself given this was proving to be a valuable funding model.
- \* Work was taking place to identify suitable proposals for the fund – the Hengrove Park, Bottleyard Studios, Milsom Street renewal and Yate Town Centre regeneration schemes all showed a potentially good fit.
- \* It was also proposed to increase the Regional Recovery Fund to £9.4m. This would bring further support to Recovery Plan actions to create/facilitate:

- A £2m Digital Skills investment programme
- A High Streets renewal catalyst fund
- Phase 2 of the Low Carbon Challenge Fund
- A Small Business Resilience Grant Programme, a third of which would be 'ringfenced' for cultural and creative businesses, and
- A Covid-19 Community Recovery Fund to support disadvantaged communities in finding innovative solutions to improve access to employment.

\* The report also sought approval of the Full Business Case for the South Bristol Workspace with an award of £2.7m.

\* The committee was also asked to approve the Reboot West Full Business Case and award of £720k subject to match funding being secured.

The recommendations as set out in the published report were then moved by the Chair and seconded by Cllr Savage.

Mayor Rees welcomed the report, referring to the importance of progressing funding approvals for schemes as quickly as possible through the Development Infrastructure Fund for 'shovel-ready' projects such as Hengrove Park (where significant new housing is being provided) and Bottleyard studios. He also strongly supported the investment in the South Bristol Workspace project and Reboot West.

In addition to his earlier comments welcoming progress on the Yate A432 Park & Ride proposals, Cllr Savage particularly drew attention to the significance of the proposed investment in taking forward phase 2 of the Low Carbon Challenge Fund programme and to support Reboot West, noting that the latter project would provide long term support of at least 2 years to enable young care leavers to secure sustained employment, education or training. He also welcomed the progress in taking forward green infrastructure initiatives, particularly the Common Connections project which would see green infrastructure improvements that would benefit people and wildlife across the east fringe of South Gloucestershire.

Cllr Romero welcomed the potential for funding improvements to Milsom Street in central Bath through the Development Infrastructure Fund. On a separate point, she suggested that at an appropriate point, consideration be given to adjusting the name 'Park and Ride' to reflect that people may wish to access a range of transport options from these sites.

The Chair then moved to the voting on the recommendations. Voting took place as per constitutional requirements.

**The West of England Combined Authority Committee RESOLVED:**

1. To note the identification of £32.2m of headroom in the programme to 2022/23 as set out in paragraph 5-7.
2. To approve the Feasibility and Development Funding Application for the Access for All - Step Free Stations Feasibility Study and award of £100k.
3. To approve the Outline Business Case for the Yate A432 Park & Ride and delegate approval of the Full Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
4. To allocate a further £4.395m to the regional recovery fund from the Business and Skills allocation, with individual project business case approvals falling within the existing delegation to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

	<p>5. To approve the Full Business Case for the South Bristol Workspace and the award of £2.7m subject to securing the ERDF funding, obtaining planning consent, resolution of land issues and finalising the Monitoring and Evaluation Plan.</p> <p>6. To approve the Reboot West Full Business Case and award of £720k subject to securing the match funding, finalising the Monitoring and Evaluation Plan and provision of a detailed programme.</p> <p>7. Approve the change requests for schemes within the current programme as set out in Appendix 2.</p> <p>8. To amend the approved capital programme for individual project approvals agreed at the June Committee and within this report.</p>
<p><b>16</b></p>	<p><b>INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING</b></p> <p>In closing the meeting, the Chair advised that details of the decisions taken at this meeting and the draft minutes of the meeting would be published as soon as possible on the Combined Authority website. The meeting finished at 12.21 p.m.</p>
	<p><b>Signed:</b></p> <p><b>Date:</b></p>

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## **AGENDA ITEM 10**

### **JOINT MEETING - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE & WEST OF ENGLAND JOINT COMMITTEE**

**4 DECEMBER 2020**

#### **COMMENTS FROM COMBINED AUTHORITY BOARDS**

Meetings of the Combined Authority Boards were held during November 2020 as follows:

- \* Planning & Housing Board - 2 November 2020
- \* Transport Board - 4 November 2020
- \* Skills Board - 9 November
- \* Business Board - 12 November 2020

A summary of comments from the Boards specifically about items included on the 4 December joint meeting committee agenda is set out below:

#### **STRATEGIC RAIL INVESTMENT (agenda item 11)**

##### **Comments from the Transport Board:**

\* The Transport Board was briefed in detail on the proposed adoption of the 10 Year Rail Delivery Programme and the programme of schemes forming the basis for future rail investment in the West of England area, noting that it was also proposed that clear delegations be put in place to support the budget and contractual requirements to deliver the rail capital programmes.

\* The Board supported the proposals, commenting that it would be important to meet the challenges, with partners, around delivering rail schemes on time and on budget. It was noted that all project and commercial risks were established in risk registers for each project.

#### **INVESTMENT FUND (agenda item 15)**

##### **Comments from the Planning & Housing Board:**

##### **\* Spatial Development Strategy:**

The Board was updated on the revised Spatial Development Strategy (SDS) timetable and the associated budget review, noting that the costs for the full scope of the work had now been established. The Board supported the proposal that a further £2.5m from the existing tail allocation from the Investment Fund be approved, £1.5m of which was needed to progress the next key phases of work including plan preparation, consultation and examination stages together with anticipated examination inspector and venue costs; and £1m of which is from the allocated MRT tail of funding and will support the necessary transport work. The Board also supported the revised timetable for the SDS,

noting that this makes provision for more time to plan preparation, delaying consultation to Autumn 2021, but retaining submission to the Secretary of State in Spring 2022, enabling an Inspectors' report to be expected in early 2023 and publication (adoption) as soon as possible thereafter. The Board noted that this was in line with the end date of the original programme, enabling Local Plans to be submitted and subject to examination (and potentially adoption) in 2023.

**\* Green Infrastructure:**

The Board was updated on the proposals around the £3m of funding earmarked to support Green Infrastructure proposals, noting that these were as follows:

- WaterSpace/Avon Corridor: A programme of work to the green spaces and rights of way along the River Avon and Bristol Harbour corridor between Bitton and Avon Gorge. Works include the Summerdale footbridge at Hanham Lock, upgrading paths and improving access links.
- Area of Outstanding Natural Beauty Link: This landscape programme would deliver on the benefits and options of achieving links between the Cotswolds and Mendip Hills Areas of Outstanding Natural Beauty for wildlife and people. As the approach was developed, it would deliver increased public access, wildlife connectivity, community engagement, sustainable water management and support land-use planning and land management decisions.
- Common Connections: This would deliver a rich Green Infrastructure landscape that protected key natural heritage in the east fringe in South Gloucestershire and provide better quality, better connected and better accessed GI for people and wildlife.

The Board noted that the first of these Full Business Cases, for the Chew Valley Lake Recreational Trail, had been submitted by B&NES seeking £1.006m from the Investment Fund towards the £1.607m project cost. The Board supported the proposal for the WECA Committee to approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of land issues and planning conditions, the supply of the detailed programme and the confirmation of the final costs.

**Comments from the Transport Board:**

**Future Transport Zone:**

\* The Board was updated on progress on the Future Transport Zone (FTZ) projects and noted that work was being taken forward to:

- deliver initial stages of all 5 FTZ projects using the authority's Professional Services Framework.
- start recruiting for programme roles and launch strategic procurement tasks with early market engagement.
- establish stakeholder groups for each project.

\* The Board was supportive of the proposed Investment Fund allocation of £3.655m as Future Transport Zone match funding.

## **ADULT EDUCATION BUDGET – APPROACH FOR THE 2021/22 ACADEMIC YEAR (agenda item 16)**

### **Comments from the Skills Board:**

\* The Skills Board was briefed in detail on the proposed approach for the management and administration of the devolved Adult Education Budget (AEB) for the 2021/22 academic year.

\* It was noted that the overall aim was to orientate the local Adult Education system so that it was focused on, and responsive to the specific needs of the region's residents, communities, employers and the local economy as a whole. The proposal was to use the 2021/22 academic year to complete the move away from the transitional approach started in the 2019/20 academic year. This would see changes which would support delivery of the West of England Local Industrial Strategy and associated Employment & Skills Plan. For 2021/22, the Combined Authority would use a commissioning approach to devolved Adult Education. This would include the use of a Commissioning Strategy and underlying commissioning evidence base. This would support providers in focusing on priority sub-regional groups of residents/communities, employers/sectors and geographies within the Combined Authority area.

\* The Board was supportive of the approach and noted that a full Equalities Impact Assessment would be conducted as part of the funding process prior to the start of the 2021/22 academic year.



4 December 2020

## REPORT SUMMARY SHEET

### STRATEGIC RAIL INVESTMENT

#### Purpose

To present the 10 Year Rail Delivery Plan to Joint and WECA Committee, and to request appropriate delegated responsibility for decisions to allow the continued delivery of the West of England rail programme.

#### Summary

The Committee paper will seek endorsement for the recommendations in the 10 Year Rail Delivery Plan and make recommendations for the necessary delegations to support the budget and contractual requirements to deliver rail capital programmes.

#### Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Transport infrastructure plays a key role in regenerating economies through job creation during construction and permanently, post scheme opening. Better transport connectivity connects communities with educational and employment opportunities. The infrastructure works referenced within this report will contribute positively to the post Covid-19 economic recovery
- Investments in railway could significantly reduce carbon dioxide emissions from transport, and its contribution to air pollution, while providing access to efficient and sustainable transport for all. Expanding rail transport in growing urban centres will also increase reliability, reduce congestion and noise pollution, and improve local air quality. This is important for the long-term health and resilience of the region.

#### Recommendations

Members of the Joint Committee are asked to approve:

- **Recommendation 1:** It is recommended that Joint Committee adopt the 10 Year Rail Delivery Programme and endorse its programme of schemes as the basis for future rail investment in the West of England area.
- **Recommendation 2:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the project scope and value for money assessment and release of funding for the next phase of MetroWest Phase 1a (Severn Beach & Westbury Lines) works up to value of £1m from within the Investment Fund from within the agreed £116.4m of MetroWest Phase 1 budget to facilitate the start of enhanced services.
- **Recommendation 3:** It is recommended that WECA Committee delegates responsibility for approval of the full business case for up to £552k from the

Investment Fund for the Access for All (AfA) station enhancements to the WECA CEO in conjunction with the UA CEOs.

- **Recommendation 4:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the signing of an Enhanced Service and Funding Support Agreement with First Greater Western Limited to support initial start-up costs to enable operation of MetroWest Services.

**Contact officer:** Kathryn Vowles

**Position:** Head of Capital Delivery

**Email:** [kathryn.vowles@westofengland-ca.gov.uk](mailto:kathryn.vowles@westofengland-ca.gov.uk)

**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE  
and JOINT COMMITTEE**

**DATE: 4 DECEMBER 2020**

**REPORT: STRATEGIC RAIL INVESTMENT**

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

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

### **1. Purpose of Report**

- 1.1. To seek endorsement for the recommendations in the 10 Year Delivery Plan.
- 1.2. To make recommendations for the necessary delegations to support the budget and contractual requirements to deliver rail capital programmes and services.

### **2. Impact of Covid-19 Pandemic**

2.1. The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Transport infrastructure plays a key role in regenerating economies through job creation during construction and permanently, post scheme opening. Better transport connectivity connects communities with educational and employment opportunities. The infrastructure works referenced within this report will contribute positively to the post Covid-19 economic recovery
- Investments in railway could significantly reduce carbon dioxide emissions from transport, and its contribution to air pollution, while providing access to efficient and sustainable transport for all. Expanding rail transport in growing urban centres will also increase reliability, reduce congestion and noise pollution, and improve local air quality. This is important for the long-term health and resilience of the region.

### **3. Recommendations**

- **Recommendation 1:** It is recommended that Joint Committee adopt the 10 Year Rail Delivery Programme and endorse its programme of schemes as the basis for future rail investment in the West of England area.
- **Recommendation 2:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the project scope and value for money assessment and release of funding for the next phase of MetroWest Phase 1a (Severn Beach & Westbury Lines) works up to value of £1m from within the Investment Fund from within the agreed £116.4m of MetroWest Phase 1 budget to facilitate the start of enhanced services.

- **Recommendation 3:** It is recommended that WECA Committee delegates responsibility for approval of the full business case for up to £552k from the Investment Fund for the Access for All (AfA) station enhancements to the WECA CEO in conjunction with the UA CEOs.
- **Recommendation 4:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the signing of an Enhanced Service and Funding Support Agreement with First Greater Western Limited to support initial start-up costs to enable operation of MetroWest Services.

#### 4. Future Rail Programme

WECA have significant aspirations for the rail network over the next 25 years. At the same time, Network Rail are changing their approach to network management, taking a far more devolved approach. To this end, WECA and Network Rail have produced a joint 10 Year Rail Delivery Plan and are developing plans for a 25 Year Strategic Outline Business Case (SOBC) for rail investment in the West of England.

##### 4.1. 10 Year Rail Delivery Plan

- 4.1.1. The 10 Year Rail Delivery Plan sets out existing projects, including MetroWest, and strategic enhancements to be delivered over the next 10 years 2020 to 2030. Importantly, the Plan illustrates the value of the rail network for our aspirations for inclusive and clean growth through the Local Industrial Strategy and is driven by the objectives of the adopted Joint Local Transport Plan 4 and Network Rail's current and long-term plans.
- 4.1.2. Overall, the Plan aims to enhance local rail services, providing people with access to jobs and services from stations that are step free and on trains that are 'turn up and go' style fast and frequent, clean and carbon neutral. It will restore confidence in the rail network following COVID-19, assist economic recovery, rebuild passenger numbers, increase freight carried by rail and support the West of England's key growth locations for housing and jobs. All of this will require new infrastructure. With long lead in times some proposals will take longer than 10 years to deliver so this is as much a development plan as a delivery one but this is the start of the transformation of our local rail network.
- 4.1.3. To keep the 10 Year Delivery Plan focused, realistic and pragmatic all strategic enhancements must demonstrate they are value for money, deliverable, evidence based, make the best use of existing infrastructure, deliver benefits to passengers and freight, provide operational resilience, improve rail safety and deliver wider benefits.
- 4.1.4. The 10 Year Rail Delivery Plan will develop and deliver services and infrastructure as set out below:

##### *Delivery 2020 to 2025 existing projects*

- MetroWest, Portway Station, Bristol East Junction remodelling and Bristol Temple Meads eastern entrance, new roof and rewiring.
- Pipeline Projects, New Stations Fund including Charfield and potentially Restoring Your Railway ideas

##### *Deliver and/or develop 2020 to 2030*

- **Develop and deliver:** extension of MetroWest to the south – Weston-super-Mare, Taunton/Exeter, Worle/Weston-super-Mare parkway, Temple Meads passenger and capacity enhancements, station enhancements and step free



access across the network and completing electrification between Temple Meads, Bristol Parkway and Chippenham.

- **Develop for delivery 10 to 25 years (2030 to 2045):** Temple Meads new platforms 0 and 1, enhanced “turn up and go” style services for Cardiff to Portsmouth, Severn Beach to Westbury and Henbury and Portishead lines, future East-West-North connections including Bristol to Oxford, loading gauge enhancements for key freight routes and improved services Bristol to Yeovil. Major capacity enhancements will be required including Bristol West, line doubling on the Severn Beach line, Westerleigh Junction and Swindon to Didcot.
- **Schemes that could come forward during the 10 years (2020 to 2030):** rolling stock plan, Salford and Ashton Gate stations and Restoring Your Railway new ideas.

4.1.5. The full 10 Year Rail Delivery Plan, attached as Appendix One, details:

- objectives and links to other plans and strategies including the Western Gateway Rail Strategy and Network Rail’s Continuous Modular Strategic Planning process, and
- analysis behind the programme of strategic enhancements and its dependencies.

4.1.6. To take forward and develop the first tranche of strategic enhancements listed above a delivery plan will be developed that will progress the small scale interventions such as station enhancements noted in the Greater Bristol Area Rail Feasibility study and also the development of larger schemes such as the proposals for extending MetroWest to the south and timetable enhancements for improved connections to the east, west and north.

4.1.7. To progress this delivery plan, at January Joint Committee funding will be requested from the Investment Fund, subject to endorsement of the 10 Year Delivery Plan by Committee. Potential bids include:

- Development of station enhancements (seating, shelters, wayfinding, improved cycle parking, CCTV, lighting, accessible parking)
- Development of the proposals to extend MetroWest to the south to outline business case
- Development of proposals for timetable enhancements for improved connections to the east, west and north
- Development of proposals for increased services on the Henbury, Severn Beach and Westbury lines

**Recommendation 1:** It is recommended that Joint Committee adopt the 10 Year Rail Delivery Programme and endorse its programme of schemes as the basis for future rail investment in the West of England area.

## **4.2. 25 Year SOBC**

4.2.1. Following the development of the 10 Year Rail Delivery Plan, the 25 Year SOBC will review the long-term aspirations for rail and establish a 25 year programme and funding strategy. The SOBC will include:

- Transition to a net zero-carbon economy
- Integration with emerging delivery of Mass Transit
- Strategic Development Locations
- Network Rail and DfT regional investment

- 4.2.2. The 25 SOBC will be brought to WECA and Joint Committee in spring 2022 to align with timescales of Network Rail's Continuous Modular Strategic Planning work on the West of England rail corridors.

## 5. MetroWest Phase 1: Severn Beach, Westbury and Portishead Lines

### 5.1. Phase 1a: Severn Beach & Westbury Lines

- 5.1.1. MetroWest Phase 1a will see an increase in frequency of services on the Severn Beach and Westbury lines, with half hourly service from Bristol Temple Meads to Westbury. The increase in rail traffic on the Westbury line requires WECA to fund safety improvements to 3 level crossings. The infrastructure will be delivered by autumn 2021 for enhanced services on the Severn Beach and Westbury Lines to commence with the December 2021 GWR timetable change.
- 5.1.2. Network Rail are currently developing the outline design for the extension to Westbury in place of the original scope of terminating at Bath. Work is ongoing to demonstrate that extending the services to Westbury provides value for money.
- 5.1.3. The Outline Business Case was developed for the whole Phase 1 project including MetroWest Phase 1b Portishead Line. The Full Business Case for MetroWest Phase 1 cannot be approved until the Development Consent Order for the Portishead line is granted by the Secretary of State. The service enhancements on the Severn Beach and Westbury Line can be delivered ahead of the Full Business Case by releasing £1m from within the Investment Fund from within the agreed £116.4m of MetroWest Phase 1 budget to fund the level crossing and ORR authorisation works.
- 5.1.4. In order for the MW1a works to progress an Implementation Agreement with Network Rail is required. This will instruct Network Rail to proceed with the design and construction works required for the enhanced service to operate. To maintain the programme, this agreement with NR will be required in January 2021.
- 5.1.5. This timing would see the works and services commencing prior to the approval of the overall MetroWest Phase 1 Final Business Case, but the benefits to rail users make a compelling case for the development and submission of an interim value for money assessment setting out the exceptional circumstances and rationale for this approach.
- 5.1.6. To enable the project to progress with the design and construction works required for the enhanced services, the CEOs will be asked to endorse a value for money assessment for the extension to Westbury and for undertaking the works before a final business case has been developed and approved due to the significant benefits of this approach. This will set out in detail the costs, benefits and risks of proceeding and will include the Network Rail contract price (contractor costs, NR management, project risk and industry fee fund contributions) along with WECA costs.

**Recommendation 2:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the project scope and value for money assessment and release of funding for the next phase of MetroWest Phase 1a (Severn Beach & Westbury Lines) works up to value of £1m from the Investment Fund from within the agreed £116.4m of MetroWest Phase 1 budget to facilitate the start of enhanced services.

## **6. Access for All – station enhancements**

- 6.1. As reported in previous papers, WECA were successful in securing DfT funding of £0.548m for £1.1m worth of station enhancements for improved wayfinding, seating and shelters at Freshford, Lawrence Hill, Nailsea & Backwell, Parsons Street, Patchway, Severn Beach, Stapleton Road, and Yate.
- 6.2. The funding committed by the DfT is on condition of match funding being provided by WECA. On 20 March 2020 WECA and Joint Committee noted the allocation of up to £0.552m match funding through the Investment Fund, subject to business case. The development of the full business case is underway and will be submitted to the WECA Investment Performance Manager for review in November 2020.
- 6.3. WECA intend to enter into contract with GWR who will deliver the works. As station facility owner, GWR are best placed to carry out these modifications. Network Rail have agreed to this approach. A legal review of the GWR funding agreement is being carried out and a recommendation for entering into contract with GWR will be made to the WECA CEO for approval as noted in the recommendations included in the June 2020 Strategic Rail Investment paper.
- 6.4. As GWR will commence development and delivery in early January 2021, approval of the FBC is required in December and delegated authority to the WECA CEO to approve this is recommended, subject to compliance with the WECA assurance framework. This will enable us to progress the work as soon as practically possible.

**Recommendation 3:** It is recommended that WECA Committee delegates responsibility for approval of the full business case for the Access for All (AfA) station enhancements to the WECA CEO in conjunction with the UA CEOs.

## **7. GWR Enhanced Service and Funding Support Agreement**

- 7.1. As we progress the delivery of MetroWest infrastructure, GWR also need to start planning, preparation and driver training to support the operation of future services. We therefore need to agree start up and operational costs, to cover the three years before services will become business as usual and therefore funded by DfT.
- 7.2. WECA are working with GWR to establish an appropriate Enhanced Service and Funding Support Agreement which will also be reviewed by the Department for Transport. The process will take place over the next two months, and costs will be subject to independent review. Costs are included within the existing budgets for MetroWest Phase 1a and MetroWest Phase 2 and will need to be agreed before Full Business Case. We will be required to commit start-up costs up front, but revenue support costs will only be payable when services are in operation.

**Recommendation 4:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the signing of an Enhanced Service and Funding Support Agreement with First Greater Western Limited to support initial start-up costs to enable operation of MetroWest Services.

## **8. Risk Management/Assessment**

All project and commercial risks are established in risk registers for each project, and escalated to a corporate level, and reported to WECA Committee as necessary.

## **9. 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:

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

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.

#### **10. Finance Implications, including economic impact assessment where appropriate:**

The financial summary of funding for schemes within report:

- 10 Year Delivery Plan & 25 year SOBC – £0.250m
- Access for All station enhancements – £1.105m
- MetroWest Phase 1 - £116.4m

The recommendations in this paper are contained within the overall budget as previously approved by the Committee.

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

#### **11. Legal Implications**

There are no additional legal implications arising from this report. Legality will be verified for individual projects through relevant due diligence prior to approving formal allocations.

Advice given by: Shahzia Daya, Monitoring Officer, WECA

#### **12. Climate Change Implications**

On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision-making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- The emission of climate changing gases?
- The region's resilience to the effects of climate change?
- Consumption of non-renewable resources?
- Pollution to land, water or air?

Projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

Taking the above specifically into account, please comment on any climate change implications arising as a result of this report, and include details of any mitigation:

- Maximizing the opportunities to enhance services in a joint up way that enable integration of transport services, and in particular, a shift to more sustainable forms of transport
- Maximising the opportunities to minimise the carbon footprint of any construction project, through deliver to the whole life of the infrastructure.

### **13. Land/property Implications**

There are ongoing discussions for land agreements required for the temporary and permanent works for MetroWest Phase1b Portishead Line. Requirements and restrictions agreed as part of these negotiations are tracked and monitored to demonstrate compliance.

### **14. Background papers:**

- *MetroWest Phase 1 (1a & 1b) Gateway Decision*. Reviewed at Joint Committee on 30<sup>th</sup> November 2018
- *MetroWest – Update & Funding Decision*. Reviewed at Joint Committee on 14<sup>th</sup> June 2019
- *Strategic Rail Investment*. Reviewed at Joint Committee at 19<sup>th</sup> June 2020

### **15. 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 on 07436 600313; or by email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

## Appendix One:

### West of England 10 Year Rail Delivery Plan for Investment: 2020 – 2030

#### November 2020

Document Control	
Document title	West of England 10 Year Rail Delivery Plan
Version and date	v1 24/04/2020
	v2 27/04/2020 Shared with Network Rail
	v3 09/06/2020 Issued to Strategic Rail Programme Board 09/06/2020
	v4 15/07/2020 Issued to Strategic Rail Programme Steering Group 12/08/2020
	v5 23/09/2020 Issued to Strategic Rail Working Group 25/09/2020
	v6 16/10/2020 Issued to Strategic Rail Working Group and Strategic Rail Programme Steering Group on 16/10/2020. Minor changes made.
	v7 10/11/2020 Minor changes made following Transport Board on 04/11/2020 and other comments.
Author	James White, WECA
Reviewed by	Tamsin Dangerfield, Network Rail Strategic Rail Programme Steering Group Strategic Rail Working Group



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1. Objectives for the 10 Year Rail Delivery Plan
2. What all schemes need to demonstrate
3. Beyond Covid-19 - legacy and future planning
4. Existing schemes for delivery in the first five years of the 10 Year Rail Delivery Plan
5. Pipeline Projects, New Stations Fund, Restoring Your Railway and other schemes that could come forward 2020 to 2030
6. New schemes for delivery and development 2020 to 2030 – Table One
7. Business Case approach to delivering schemes
8. Governance
9. Programme
10. Funding
11. Risks
12. Longer term – 25 Year Strategic Outline Business Case
13. Where we are

## Introduction

The joint Network Rail and WECA 10 Year Rail Delivery Plan 2020 to 2030 aims to enhance local rail services, providing people with access to jobs and services from stations that are step free and on trains that are ‘turn up and go’ style fast and frequent, clean and carbon neutral. It will restore confidence in the rail network following Covid19, assist economic recovery, rebuild passenger numbers, increase freight carried by rail and support the West of England’s key growth locations for housing and jobs. All of this will require new infrastructure. With long lead in times some proposals will take longer than 10 years to deliver so this is as much a development plan as a delivery one but this is the start of the transformation of our local rail network. Following on from this work the 25 Year Strategic Outline Business Case will review the longer term aspirations for rail and establish a 25 year programme and funding strategy to 2045.

## Summary

The 10 Year Rail Delivery Plan will develop and deliver services and infrastructure over two five year periods:

### *Delivery 2020 to 2025 – existing schemes*

- MetroWest, Portway, Bristol East Junction remodelling and Bristol Temple Meads eastern entrance, new roof and rewiring.
- Pipeline Projects, the New Stations Fund including Charfield and potentially subject to development some of the Restoring Your Railway ideas

### *New schemes to develop and deliver 2020 to 2030 and beyond*

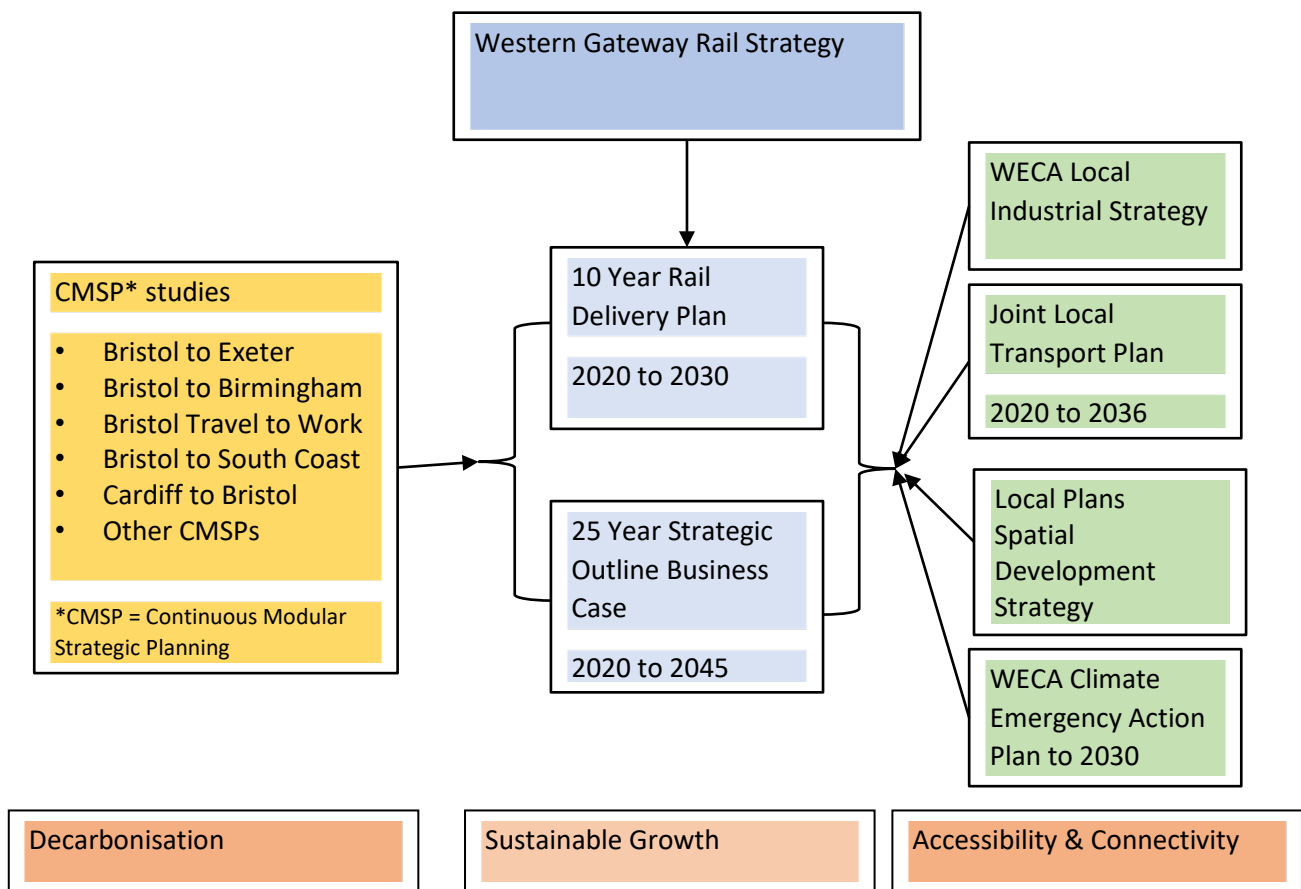
- **Develop and deliver 2020 to 2030:** extension of MetroWest to the south – Weston-Super-Mare and Taunton/Exeter, Worle/Weston-super-Mare parkway, Temple Meads passenger and capacity enhancements, step free access across the network and completing electrification between Temple Meads, Bristol Parkway and Chippenham.
- **Develop for delivery 2030 to 2045:** Temple Meads new platforms 0 and 1, enhanced “turn up and go” up to four trains per hour style services for Cardiff to Portsmouth, Severn Beach to Westbury and Henbury and Portishead lines, future East-West-North connections including Bristol to Oxford, loading gauge enhancements for key freight routes and improved services Bristol to Yeovil. Major capacity enhancements will be required including Bristol West, line doubling on the Severn Beach line, Westerleigh Junction and Swindon to Didcot.
- **Schemes that could come forward during 2020 to 2030:** rolling stock plan, Saltford and Ashton Gate stations and subject to development Restoring Your Railway ideas including St Annes Park station.

The 10 Year Rail Delivery Plan will be kept under review and updated periodically as necessary.



## 1. Objectives for the 10 Year Rail Delivery Plan

The 10 Year Rail Delivery Plan is driven by the objectives of the West of England’s adopted Joint Local Transport Plan 4 (JLTP4) March 2020, the Local Industrial Strategy, Climate Emergency Action Plan, Network Rail’s current and long term plans including the Continuous Modular Strategic Planning process and the Western Gateway Rail Strategy. Whilst there are overlapping timescales for all these plans they do link together and the three common and core objectives of Decarbonisation, Sustainable Growth and Accessibility that emerge from them are shown in Figure 1 below.



**Figure1:** 10 Year Rail Delivery Plan – links to studies, plans and strategies

For the JLTP4 the vision is: ‘Connecting people and places for a vibrant, inclusive and carbon neutral West of England’. To this end the JLTP4 objectives are:

- To take action against climate change and address poor air quality
- Support sustainable and inclusive economic growth
- Enable equality and improve accessibility
- Contribute to better health, wellbeing, safety and security
- Create better places

Launched in the summer of 2019 the West of England's Local Industrial Strategy (LIS) sets the region's overall approach to how we will develop the regional economy through supporting innovation, skills development, enhancing productivity and infrastructure development.

The West of England's various Local Plans identify areas for housing and employment growth and in many cases these link closely to the rail network and the proposals set out in this 10 Year Rail Delivery Plan (see Table Two). The emerging Spatial Development Strategy will set out longer term plans for sustainable growth with the opportunity to closely align these with the Plan.

Network Rail's Western Route Strategic Priorities for Control Period 6 are:

- Everyone home safety every day
- Great people & great culture
- Delighting customers
- Affordable and efficient
- Supporting jobs, housing & economic growth

#### *Continuous Modular Strategic Planning*

Network Rail have recently commenced the development of two Continuous Modular Strategic Planning (CMSP) studies during 2020/21 – one for the Bristol to Birmingham route and the second for Bristol to Exeter. Both studies have the objective of better understanding the opportunities and constraints associated with planned economic growth in the region and how rail can best support this growth and what interventions will be necessary. The demands for long distance travel and freight and rail's role for supporting net zero carbon emissions are equally included. Interim outputs from the two studies will be fed into the 10 Year Rail Delivery Plan. CMSPs for Cardiff to Bristol and the Bristol travel to work (suburban) area are also planned and will likewise feed into the 10 Year Rail Delivery Plan. Where required links will also be made to the Dorset and Solent CMSPs.

The CMSPs follow a similar format which covers:

- Passenger forecast scenarios including local housing growth and 10% and 20% post Covid-19 permanent reduction demand.
- Future demand and capacity plotted on heat maps to show AM peak overcrowding.
- Capacity shortfalls.
- Connectivity driven Indicative Timetable Service Specifications (ITSS).
- Remapping of station hubs designations informed by scale and location of housing growth.

The CMSP work is key to and will inform the 10 Year Rail Delivery Plan and full alignment between the two will ensure Network Rail and WECA's strong commitment to investing in local rail.

The timeline for the Bristol studies is set out below:

- Oct 2020: Baseline Reports. These are the first outputs arising from the two Corridor Studies, i.e. drafts have been approved by both working groups and need only minor edits before completion and issue in October.
- Nov 2020: Demand Forecasting including passenger growth scenarios and testing of new connectivity aspirations to identify role of rail and potential benefits.
- Nov 2020: Range of Train Service Specifications that may deliver benefits confirmed and provided to Capacity Analysis to test, including TSS based on Western Gateway Rail Strategy.
- Jan 2021: Service development recommendations & options for accommodating services to be confirmed.
- Feb 2021: Capacity Analysis Report summarising interventions required to deliver train service specifications.
- Feb 2021: Draft Final Report including draft programme of interventions to deliver defined benefits.
- End March 2021: Final Report including recommendations for prioritised interventions and packages of interventions to deliver benefits.
- April 2021 onwards: interventions may be progressed and further developed by funders. This may include entry into the Rail Network Enhancements Pipeline (RNEP).

### *Climate Emergency and decarbonisation*

All four West of England local authorities and WECA have declared climate emergencies with the aim of being carbon neutral by 2030. This will mean changing the way everyone travels with a significant modal shift required towards cleaner and greener and more sustainable forms of transport.

WECA's emerging Climate Emergency Action Plan sets out ideas for increasing the uptake of public transport including:

- Demand management to reduce the number of car trips and make alternatives to the car more attractive
- Support transit orientated development
- Better transport interchange and ticketing
- First and last mile access to public transport
- Develop new mass transit services

In line with the Western Gateway Rail Strategy's commitment to decarbonisation (see below) the 10 Year Rail Delivery Plan will support an ongoing programme of electrification, the integration of rail and zero-emissions local public transport and micro-mobility modes, priority freight routes from Bristol to Westbury, South Wales, Gloucester, the Midlands, Exeter and beyond and a new Freight Market Study to understand what goods are currently transported by rail and the potential to grow these markets.

In September 2020 Network Rail published its Traction Decarbonisation Network Strategy. This includes the very welcome proposals to electrify by 2050 the routes

from Bristol to Birmingham, Chippenham, Westbury, Exeter, the Henbury Line with alternative battery traction for the Severn Beach Line. Costed nationally at £18 billion to £26 billion a programme business case with dates for implementation is to be produced.

The 10 Year Rail Delivery Plan has a major role to play in this providing the services and supporting infrastructure required to make rail the first and cleanest choice for many journeys.

### *Western Gateway Rail Strategy*

Alongside the CMSP studies a regional rail strategy for the Western Gateway sub-national transport board is under development. This will sit above the 10 Year Rail Delivery Plan providing strategic direction and justification for the schemes. The Strategy's aim is for the Western Gateway "to be a region that is sustainably connected and provides high quality, value for money travel opportunities for all its businesses, residents and visitors."

The strategy sets out the need for change, objectives and priorities and a series of five supporting conditional outputs. These are:

- **Choice** – frequency, interchange, performance, timetable, direct services, freight
- **Social mobility** – station access, regional catchment, modal integration, fares, ticketing
- **Decarbonisation** – footprint, emissions, network efficiency, freight growth, freight capture
- **Productivity** – journey speed, on-board productivity, station gateways, international gateways, freight capability
- **Growth** – policy alignment and growth orientated hubs, mobility hubs, network resilience

Four Route Maps are set out for delivering the conditional outputs:

- **Strategy, governance and collaboration** – devolution deal, statutory powers, taskforces (Future Ready and Resilience, Freight, Stations and Access to Rail, Digital Solutions)
- **Infrastructure** – decarbonisation schemes, service changes requirements, Restoring Your Railway
- **Access to the rail network** – prioritised plan, fully accessible by 2030, mobility hubs, freight
- **Operational solutions** – service changes, integrated/smart ticketing, journey planning app

Outputs specific to the West of England area are listed in the following table.

<b>Outputs from Western Gateway Rail Strategy</b>	
Hubs	National: Bristol Temple Meads, Bristol Parkway, Bath Spa Regional: Weston-super-Mare
Target train service frequencies	<ul style="list-style-type: none"> <li>• Bristol to Birmingham + 2tph</li> <li>• Cheltenham to Gloucester to Bristol +2tph</li> <li>• Exeter to Taunton to Bristol to Cheltenham to Birmingham +2tph</li> <li>• Bristol to Yate to Gloucester +2tph</li> <li>• Bristol to Gloucester +1tph</li> </ul>
Direct services	<ul style="list-style-type: none"> <li>• Bristol to Swindon to Oxford</li> <li>• Bath to Birmingham</li> <li>• Bath Spa to Taunton</li> <li>• Weston-super-Mare to Gloucester</li> <li>• Gloucester to Taunton</li> <li>• Weston-super-Mare to Bath Spa to Chippenham/ Westbury</li> </ul>
Freight	<ul style="list-style-type: none"> <li>• 16 ftpd Westerleigh Junction to Abbotswood Junction</li> <li>• Freight capability routes <ul style="list-style-type: none"> <li><i>Strategic</i> <ul style="list-style-type: none"> <li>○ South West (Bristol) and Wales (Cardiff / Newport) to the Midlands via Gloucester</li> <li>○ Great Western Mainline London to South Wales via Reading, Swindon and Bristol</li> </ul> </li> <li><i>Western Gateway Primary Routes</i> <ul style="list-style-type: none"> <li>○ Westbury to Bath Spa and Bristol</li> <li>○ Bristol to South Wales</li> <li>○ Bristol to Gloucester and the Midlands</li> <li>○ Bristol to Exeter and beyond</li> </ul> </li> </ul> </li> </ul>
Accessibility	100% fully accessible stations

The final version of the Rail Strategy was adopted by the Western Gateway Board in September 2020.

## 2. What all schemes need to demonstrate

To keep the 10 Year Rail Delivery Plan focused, realistic and pragmatic all strategic enhancements must demonstrate they are:

- Value for money
- Deliverable
- Evidence based e.g. schemes identified through the Greater Bristol Area Rail Feasibility Study and Network Rail's Continuous Strategic Modular Programme of rail studies
- Making the best use of existing infrastructure
- Delivering benefits to passengers and freight
- Providing operational resilience
- Improving rail safety
- Delivering wider benefits e.g. tackling multiple deprivation
- Strategic with local network wide benefits

### **3. Beyond Covid19 – legacy and future planning**

During the lockdown period of the Covid-19 crisis rail passenger demand reduced by up to 95% with services running initially on a key worker/Saturday + network basis. As we move out of lockdown people and businesses will need reassuring that once the rail network is a sustainable and safe way to travel. To date rail demand has recovered to around 40% of pre lockdown figures with surveys by Transport Focus continuing to show a reluctance to use rail services amidst major concerns about the safety of using public transport.

Travel patterns have changed dramatically during the lockdown and these could become longer term, with for example more home working and people opting to use their cars, so future demand for rail services could be reduced. The Department for Transport has devised high, medium and low demand recovery scenarios considering short term drivers and as part of the CMSP work Network Rail are using the medium demand scenario to test changes to passenger numbers. The 10 Year Rail Delivery Plan will, however, aim to reassure passengers and assist economic recovery through keeping and expanding planning for future short, medium and long term projects.

For future planning there will be opportunities to link to innovative projects such as the Future Transport Zones with its proposals for mobility hubs and stations and micro-mobility including e-scooters. Similarly, autonomous vehicles may provide new ways for a wider population to access rail services.

### **4. Existing schemes for delivery in the first five years of the 10 Year Rail Delivery Plan**

The first five years of the programme of works focuses on delivering projects already underway including MetroWest schemes, the new Portway station, Bristol East Junction enhancement and Bristol Temple Meads Eastern Entrance.

The key projects in the first five years delivery phase are:

- MetroWest Portishead Line: upgrading the existing freight line for passenger services and installation of new line to Portishead, with new stations at Pill and Portishead served by one train an hour in each direction.
- MetroWest Severn Beach and Westbury Lines: interventions to level crossings to enable an increase in services to half hourly from Bristol Temple Meads to Westbury and Temple Meads to Avonmouth, and hourly to Severn Beach.
- MetroWest Henbury Line: upgrade of the freight line for passenger services with three new stations at Ashley Down, North Filton and Henbury providing an hourly service from Bristol Temple Meads to Filton Abbey Wood and onto North Filton and Henbury.
- MetroWest Yate & Gloucester Line: Half hourly services between Bristol Temple Meads and to Yate, and with an extension to Gloucester under review
- Portway Station: As part of the MetroWest Severn Beach Line, half hourly services will call at a new station at Portway and will serve the adjacent Park and Ride site

- Access for All Mid-Tier Funding: minor station enhancements for improved wayfinding, seating and shelters at Freshford, Lawrence Hill, Nailsea & Backwell, Parsons Street, Patchway, Severn Beach, Stapleton Road, and Yate.
- Bristol East Junction Remodelling: upgrading of the junction to replace life expired assets will provide greater flexibility and enable an increase in capacity
- Bristol Temple Meads Eastern Entrance: creation of a new entrance to link the station to the new University of Bristol campus and Temple Quarter by extending the existing subway through the wall at platforms 13 and 15.
- Bristol Temple Meads new roof and rewiring

## **5. Pipeline Projects, New Stations Fund, Restoring Your Railway and other schemes that could come forward 2020 to 2030**

Network Rail and WECA will continue to develop the pipeline of projects for delivery across the 10 Year Rail Delivery Plan period 2020 to 2030, including the renewal of the Bristol West Junction, new stations at Ashley Down and Charfield and improved pedestrian and cycle access at Bristol Parkway. A rolling stock plan will be produced. Opportunities arising from the mass transit work currently being undertaken, ideas from Restoring Your Railway bids and wider redevelopment proposals for example at Yate and Bristol Parkway will be taken into account, following associated master planning activity.

### *Ashley Down station*

To facilitate the earlier delivery of Ashley Down station during the national COVID19 emergency, funding from the 'New Stations Fund' has been requested to accelerate the detailed design and construction including the preparation of the full business case. Ashley Down station's location on the Filton Bank lines means it should be possible for it to be served by existing services. This means it could be separated from the Henbury Line MetroWest Phase 2 works. The construction of the station would provide access to the rail network to a large number of people due to the residential area in which it will be located, noting there are significant challenges to be overcome with the location and gradient.

### *Rolling stock plan*

A rolling stock plan to decarbonise the train fleet, meet existing and future demand (including the enhanced services listed in Table One) is required to include:

- Fleet size and composition
- Future types of trains, costs, their capacity and power source.
- Options for decarbonising the fleet
- Increasing capacity to carry cycles, buggies and wheelchairs.
- Implications for passenger train depots and stabling

This will complement and work alongside the Rail Delivery Group's national Rolling Stock Strategy which has a rolling 30 year forecast of stock needs.

As the proposals for enhanced services extend beyond the West of England area the rolling stock plan will need to cover a wider geographical area and, in this respect, will be closely linked to the Western Gateway Rail Strategy.

### *Charfield station*

Charfield station is located between Gloucester and Yate and there are currently 291 new homes with planning consent in the village. Network Rail are remitted to deliver the detailed design, along with a construction strategy, programme and price for the delivery of the works. A bid was submitted in June 2020 to the New Station Fund to enable work on the outline business case to be completed and allow the construction phase to be commissioned, subject to the development of a full business case and confirmation of capacity within the timetable.

### *Bristol Parkway Inc. Brierley Furlong (Hatchet Road Bridge)*

South Gloucestershire Council has a long standing aspiration to improve facilities for pedestrians and cyclists crossing under the railway at the Hatchet Road Bridge at Bristol Parkway station. The route under the bridge is a pinch point for pedestrians and cyclist travelling to a wide variety of destinations. Previous study work concluded a subway for pedestrians and cyclists would provide the most cost effective and deliverable solution. Whilst not directly a rail scheme it would have major benefits for cyclists and pedestrians accessing Bristol Parkway station. Given the scale of works required there are potential cost savings to be made by linking it to other rail scheme line possessions and by re-evaluating the design and construction methodology. The proposal could form the first part of a wider northern gateway redevelopment project for the station area to improve the passenger experience and maximise the benefits of IET services to London Paddington and South Wales and MetroWest.

### *Ashton Gate station*

Work emerging from the South West Bristol Infrastructure Investment Strategy may lead to the need for an additional station in the Ashton Gate area of Bristol. This will be kept under review.

### *Restoring Your Railway*

A Restoring Your Railway New Ideas bid was submitted by WECA to the Department for Transport in June 2020 for Bristol West Capacity Enhancement (Bristol Temple Meads to Parson Street). Other bids submitted were:

- St Annes Park station reopening - Kerry McCarthy MP. supported by Bristol City Council.
- Great Western Main Line Secondary Services – Wiltshire Council supported by M.Ps along the route. Bid is for restoring all stopping services between Bristol and Swindon/ Didcot/ Oxford which would provide a service for station aspirations at Royal Wootton Bassett, Corsham, Saltford and St Annes Park.
- Charfield – South Gloucestershire Council supported by MPs Luke Hall and Chris Skidmore. Bid is for sustainable access to the new station



- Pilning Station – Pilning Station Action Group supported by Jack Lopresti MP. Bid is for increased services and a new footbridge.
- Radstock Railway Reinstatement - North Somerset Railway supported by Jacob Rees-Mogg MP. Bid is to reinstate the line from Frome to Radstock.

Decisions on funding are expected late Autumn 2020 as part of the Government's Comprehensive Spending Review. For the third round of submissions in November 2020 there is an opportunity to pick up specific schemes within the emerging 10 Year Plan as well as other long standing aspirations such as Saltford station, for which a bid is being prepared and Ashton Gate station.

#### *New stations through new growth*

Through the emerging Spatial Development Strategy and new Local Plans new growth locations may emerge that are facilitated by or support new railway stations. This will be kept under review as and when opportunities emerge. It should be noted that new stations may be dependent on additional track capacity, timetable changes and rolling stock being available.

#### *Mass Transit*

WECA has commissioned consultants to undertake a study into a mass transit network for the West of England area focusing around four key corridors to maximise mode shift from car based trips.

The mass transit proposals will complement rather than replace either existing or enhanced local rail services or metrobus routes with new opportunities for interchange between them all three. Whilst the study will report in 2021 the scheme development process will take several years and the timescales for delivery lie beyond the 10 Year Rail Delivery Plan.

## **6. New schemes for development and delivery in the 10 Year Rail Delivery Plan 2020 to 2030**

A long list of proposals for potential inclusion in the 10 Year Rail Delivery Plan were drawn from the adopted Joint Local Transport Plan 4 (March 2020), previously agreed West of England responses to DfT/Network Rail consultations, discussions with neighbouring authorities, previous Network Rail studies and route plans, the emerging CMSP work and the findings of the Greater Bristol Area Rail Feasibility Study (October 2019).

#### *High level analysis*

Following a high level analysis of the long list using the objectives and criteria in sections 2. and 3. above by Network Rail (including CMSP colleagues) and WECA officers the following list of strategic enhancements in Table One are proposed. Whilst these are the ones that best fit the 10 Year Rail Delivery Plan they are not ranked in any order at this stage. It is assumed that as part of the first five years of

the Delivery Plan MetroWest and the other schemes listed in section 4. and 5. will be delivered and are therefore not shown in the table below.

In drawing up the programme for the 10 Year Rail Delivery Plan it should be recognised that rail schemes require long lead in times and detailed planning around possessions and construction. The capacity of the local network to undergo change at any one time and to avoid complete closure whilst work is being undertaken is finite. Likewise, the design and construction resources needed and the availability of funding at any one time will be limited. The programme of enhancements will be dictated by disruptive access opportunities (line closures) and schemes will be integrated where possible to make the most efficient use of access windows. This will be explored as the programme is developed. For all these reasons the programme had to be spaced out. Much though we would like to deliver all the strategic enhancements in as short a period of time as possible the reality is this will be constrained. But this is not to underestimate the scale of ambition in the 10 Year Rail Delivery Plan and future strategic enhancements through the 25 Year Strategic Outline Business Case to transform the local rail network.

### *Change and infrastructure requirements*

The strategic enhancements are shown alongside the changes and infrastructure required. This makes it clear that every enhancement has linkages to and dependencies with other schemes. This helps to highlight and explain why some enhancements are only deliverable alongside others. Taking a simplified example, a new station may require additional capacity, timetable changes and rolling stock. It is not just a case of build a new station. But by first providing the extra capacity which enables enhanced services and the rolling stock to operate them and the new station becomes more likely.

### *Western Gateway Rail Strategy fit*

Each strategic enhancement is tested against the Western Gateway Rail Strategy's five conditional outputs of Choice, Social Mobility, Decarbonisation, Productivity and Growth (see section 1.). As will be evident from the Table the proposals deliver all or a majority of the conditional outputs demonstrating their good fit with the Rail Strategy. Where there are relevant specific schemes in the Rail Strategy these are listed.

### *Supporting Local Plans*

Table Two sets out how the strategic enhancements are linked to the Local Plan housing and employment growth areas. The enhancements will help to facilitate this growth whilst providing additional passenger demand which will strengthen the case for intervention through the 10 Year Rail Delivery Plan.

### *Links to the CMSPs*

Many of these strategic enhancements are already being identified through the CMSP process. As the CMSP work completes the list of strategic enhancements may need to be adapted or extended so the 10 Year Rail Delivery Plan will take a flexible approach and will be reviewed at regular intervals.

### *Beyond 10 Years delivery*

The list in Table One is not just about delivery within 10 years 2020 to 2030 but is to develop those key strategic enhancements required for the longer term 25 Year Plan to 2045. These schemes will have long lead in times so development work needs to start as a priority as part of the 10 Year Rail Delivery Plan. This is a delivery and development plan.

### *Supporting Evidence*

In August 2020 WECA commissioned consultant AECOM to undertake additional work on testing the case and building the evidence base for some of the strategic enhancements included in Table One. For these enhancements AECOM were asked to consider:

- High level analysis of the benefits
- Outline Benefit Cost Ratios
- High level costs
- Likely design and delivery timescales
- Passenger numbers generated by new services and passenger uplift at stations

The final results from the study are expected in mid-November 2020 and a summary will be added to this report with the main study as a supporting document.

**Table One: New schemes for development and delivery in the 10 Year Rail Delivery Plan 2020 to 2030**

Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
<b>New schemes for development and delivery within the 10 Year Rail Delivery Plan 2020 to 2030</b>								
Station enhancements, hubs and step free accessible stations	Minor and major improvements at stations including step free access at Lawrence Hill, Parson Street, Stapleton Road and Nailsea & Backwell.	Stations brought up to a MetroWest standard – seating, shelters, information, wayfinding. Walking and cycling routes. Step free accessible stations. Bus/rail interchanges. Pick up and drop off. Improved cycle parking. Security, CCTV and lighting. Disabled parking. Mobility hubs.	A	Choice Social mobility Decarbonisation Growth  100% accessible stations	B	A	A	L
Bristol Temple Meads enhancements	New northern/eastern entrances, transport interchange, new internal circulation	Roof renewal. Rewire. Eastern Entrance. Passenger Shed refit. Panel (signal) box removal.	A	Choice Social mobility Decarbonisation Productivity Growth  National hub	B	A	B	M
Bristol Temple Meads additional capacity	Enhancements to provide additional capacity for passengers	Panel (signal) box removal. Bristol Travel to Work Area CMSP study. Platform 13/15 widening. New circulation footbridge.	A	Choice Social mobility Decarbonisation Productivity Growth  National hub	B	A	B	M
Upgrading Worle to Weston-super-Mare Parkway	Create strategic Park and Ride/ multi-modal interchange serving the town and M5 to	Platform extension works. Public transport interchange. Timetable change. Access for all.	A	Choice Social mobility Decarbonisation Productivity	B	A	B	L

Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
	act as interchange to Airport for services from the south. Hourly service to London.			Growth  Birmingham to Exeter Gloucester to Taunton W-s-M to Bath to Chippenham/Westbury				
MetroWest connectivity – South  Page 45	Extension of stopping services to Weston super Mare, Taunton and Exeter	Bristol to Exeter CMSP. Bristol West renewal. Platform extensions Worle. Rolling stock provision. Timetable changes. Doubling Worle Junction.	A	Choice Social mobility Decarbonisation Growth  Gloucester to Taunton W-s-M to Bath to Chippenham/Westbury	B	A	B	M
Completion of electrification	Network Rail Traction Decarbonisation Network Strategy includes: Bristol to Birmingham, Chippenham, Westbury, Exeter and the Henbury Line. Alternative traction for Severn Beach Line.	OHLE equipment installation. HV power upgrade.	A	Choice Decarbonisation Productivity Growth	B	B	A	H
<b>New schemes to be developed in the 10 Year Rail Delivery Plan and delivered 2030 to 2045</b>								
Bristol Temple Meads additional capacity	Enhancements to provide additional capacity for train services for 2043	New platform 0. Lengthened platform 1. Bristol West enhancement.	A		B	A	C	M

Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
Future timetable increases to the South	Increase capacity and improve resilience for new MetroWest services between Portishead and BTM	Bristol to Exeter CMSP. Bristol West Junction Enhancement. Four tracking Bristol Temple Meads to Parson Street. Passenger and train capacity at Bristol Temple Meads.	A	Choice Social mobility Decarbonisation Productivity Growth	B	B	C	H
Future timetable - increased connections East-West-North  Page 46	Needed to support greater connectivity Bristol, Bath, Chippenham, Swindon - Oxford  Also, Bristol to Oxford with connections to Milton Keynes and Cambridge via East-West Rail. Links up the Bristol to Cambridge hi tech corridor and avoids the need to travel across London to interchange.	Bristol to Birmingham CMSP. Westerleigh Junction. Swindon to Didcot capacity enhancement (four tracking). Doubling Worle Junction.	A	Choice Social mobility Decarbonisation Productivity Growth  Bristol to Swindon to Oxford Bath to Birmingham W-s-M to Bath to Chippenham/Westbury	B	B	C	H
Cardiff to Portsmouth enhanced services	Separating out fast, semi fast and all stopping services	Timetable change. Rolling stock provision. Capacity enhancement at Westbury. Cardiff to Bristol CMSP.	A	Choice Social mobility Decarbonisation Productivity Growth	B	A	C	M
Severn Beach to Bristol Temple Meads and Westbury enhanced service	3 TPH Severn Beach to BTM 4 TPH Bristol Temple Meads to Westbury	Bristol Travel to Work CMSP. Line doubling between Montpellier and Filton. Double junction at Holesmouth. Platform capacity at Severn Beach.	A	Choice Social mobility Decarbonisation Growth	C	A	C	M

Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
		Resignalling Severn Beach Line. Westbury to Bath corridor capacity works. Potential for new Saltford and St Annes Park stations.						
Henbury Line enhancement	Half hourly service from Severn Beach to Yate via Bristol Parkway and/or linked half hourly service on the Portishead line	Bristol Travel to Work CMSP. New North facing chord Severn Beach to Henbury line. Remodelling of Holesmouth Junction. Enhancement Filton Diamond. Westerleigh Junction enhancement. New platform at Severn Beach. Doubling of sections of the Portishead line with signalling enhancements. Rolling stock provision. Timetable change. Passenger and platform capacity at Bristol Temple Meads	A	Choice Social mobility Decarbonisation Growth  Bristol to Yate to Gloucester	C	A	C	H
Loading gauge enhancements	Bring Southampton to Bristol to Birmingham route up to Network Rail's W10/W12 standards to allow the use of 2.9m high and 2.5m wide containers.	Track works. Dundas Viaduct is constraint - W8 possible within 10 years. Western freight study W10/W12 due late 2020. Potential links to Solent to Midlands study via Salisbury.	A	Choice Decarbonisation Productivity Growth  Freight	B	A	C	H
Bristol to Yeovil	Hourly semi fast stopping service and linked to Heart of	Dorset CMSP. Bristol to South Coast Ports CMSP.	B	Choice Social mobility Decarbonisation	B	B	C	L

Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
	Wessex line services to Weymouth	Bath corridor enhancement. Westbury capacity enhancement.		Growth  W-s-M to Bath to Chippenham/ Westbury				
<b>Schemes that could come forward during the 10 Year Rail Delivery Plan</b>								
Rolling stock plan	New decarbonised fleet to meet current and future demand. Increased capacity to carry cycles, buggies and wheelchairs.	CMSP studies. Network Rail Decarbonisation Plan. Train depots and stabling.	A	Choice Social mobility Decarbonisation Productivity Growth	A	A	B	H
Garfield	New station	Bristol to Birmingham CMSP. Westerleigh Junction may be required. Rolling stock provision. Timetable change. Sustainable access routes.	B	Social mobility Decarbonisation Growth	B	B	B	L
Restoring Your Railway Bristol West	Capacity enhancements to the west of Bristol Temple Meads	CMSP studies. Timetable change. Rolling stock provision.	A	Choice Decarbonisation Growth	B	A	B	M
Restoring Your Railway St Annes Park	New station	CMSP studies. Passenger and platform capacity Bristol Temple Meads. Bath Corridor enhancement Westbury capacity enhancement. Timetable change. Rolling stock provision.	B	Social mobility Decarbonisation	C	C	B	L
Restoring Your Railway – other schemes:	New stations, reopened line and services	Bristol West capacity enhancement. CMSP studies.	B	Social mobility Decarbonisation	C	C	C	H

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Strategic enhancement	Change	Infrastructure required	JLTP4 /LIS objectives A = strong B = medium C = limited	Western Gateway Conditional Outputs	VfM/evidence/ deliverability/ A = high B = medium C = low	Benefits Passenger Freight Wider	Timescales A = 0-5 years B = 5-10 years C = 10-25 years	Costs H = >£100m M = £50m-£100m L = < £50m
Secondary Services Great Western Main Line. Radstock Line. Pilning station.  New bids for Saltford and Ashton Gate stations		Passenger and platform capacity Bristol Temple Meads. Bath Corridor enhancement Westbury capacity enhancement. Timetable change. Rolling stock provision. Swindon to Didcot capacity enhancement. New footbridge.						
Brierley Furlong	Pedestrian and cycling enhanced access at Bristol Parkway.	Rail scheme possessions. Potentially part of a wider Northern Gateway scheme.	B	Social mobility Decarbonisation	B	A	B	L

Note: This is an abridged version of a larger and detailed spreadsheet analysis.

Table Two: Strategic Enhancements and Growth Areas

Growth area	Housing*	Employment*	Time period	Strategic enhancement
Avonmouth/ Severnside Enterprise Area	N/A	8,000 – 12,000	2015 to 2030	<ul style="list-style-type: none"> <li>• MetroWest 2 tph</li> <li>• MetroWest 3 tph Severn Beach Line to Westbury</li> <li>• Henbury Line enhancement</li> <li>• Portway station</li> </ul>
Bath Central Area and Western Riverside	3,300	7,000	2011 to 2029	<ul style="list-style-type: none"> <li>• MetroWest 2 tph</li> <li>• MetroWest 3 tph Severn Beach Line to Westbury</li> <li>• Cardiff to Portsmouth</li> <li>• Bristol to Oxford</li> <li>• Bristol to Yeovil</li> </ul>
Charfield	291**	N/A	To 2027	<ul style="list-style-type: none"> <li>• New station</li> <li>• MetroWest to Gloucester</li> </ul>
Cribbs Patchway New Neighbourhood	5,700	Tbc	2006 to 2027	<ul style="list-style-type: none"> <li>• MetroWest 1 tph</li> <li>• Henbury Line enhancement</li> </ul>
Filton Enterprise Area	N/A	4,000 to 6,000	2015 to 2030	<ul style="list-style-type: none"> <li>• MetroWest 2 tph</li> </ul>
Keynsham (excludes North Keynsham)	2,150	1,600	2011 to 2029	<ul style="list-style-type: none"> <li>• MetroWest 2 tph</li> <li>• MetroWest 3 tph Severn Beach Line to Westbury</li> <li>• Cardiff to Portsmouth</li> <li>• Bristol to Oxford</li> <li>• Bristol to Yeovil</li> </ul>
Nailsea & Backwell	1,100	N/A	2006 to 2026	<ul style="list-style-type: none"> <li>• MetroWest connectivity south</li> <li>• Timetable increases to the South</li> </ul>
South Bristol	11,000	10,400	To 2036	<ul style="list-style-type: none"> <li>• MetroWest to Portishead</li> <li>• MetroWest connectivity south</li> <li>• Timetable increases to the South</li> </ul>
Temple Quarter Enterprise Zone and St Phillips Marsh	10,000	22,000	To 2036	<ul style="list-style-type: none"> <li>• MetroWest 2 tph</li> <li>• MetroWest 3 tph Severn Beach Line to Westbury</li> <li>• Cardiff to Portsmouth</li> <li>• Bristol to Oxford</li> <li>• MetroWest connectivity south</li> <li>• Timetable increases to the South</li> <li>• Bristol to Yeovil</li> <li>• Future timetable connections east-west-north</li> </ul>
Weston-super-Mare incl Jcn 21 Enterprise Area	12,800	10,500	2017 to 2026	<ul style="list-style-type: none"> <li>• Upgrading Worle to Weston-super-Mare parkway</li> <li>• Hourly service to London</li> <li>• Timetable increases to the South</li> </ul>
Yate incl. Strategic Corridor and North Yate	2,700	N/A	2017 to 2026	<ul style="list-style-type: none"> <li>• MetroWest to Gloucester</li> <li>• Henbury Line enhancement</li> <li>• Future timetable connections east-west-north</li> </ul>
All areas				<ul style="list-style-type: none"> <li>• Bristol Temple Meads enhancements and additional capacity</li> <li>• Station enhancements and step free access</li> <li>• Completion of electrification</li> </ul>

**Notes**

\* Figures taken from Local Plan, Core Strategies and Bristol Temple Quarter Development Framework.

\*\* Currently with planning permission

North Somerset Council is working on a new Local Plan 2023 to 2038 which will alter the overall numbers. Current projections suggest 20,535 new homes and 13,500 new jobs will be required.

WECA and the local authorities of Bath & North East Somerset, Bristol City and South Gloucestershire are working on a new Spatial Development Strategy which will alter the overall numbers. To be published June 2023.

## **7. Business Case approach to delivering schemes**

The standard Tag five stage business case format will be used for all strategic enhancements namely: Strategic Case, Economic Case, Commercial Case, Financial Case and Management Case.

For the Strategic Case sections 1. and 2. And Tables One and Two of this document will be used.

For the Economic Case the evidence from AECOM work will be used to justify the inclusion of the strategic enhancements.

For the Commercial Case the procurement strategy and delivery mechanism for the schemes will be developed with Network Rail to ensure that the most efficient and value for money approach is taken forward.

For the Financial Case the funding opportunities for the schemes in the 10 Year Rail Delivery Plan will be considered in the short and long term with programme stakeholders, and the affordability of the schemes will be determined during the development and consultation process.

For the Management Case the first five years of the programme of works focuses on delivering projects already underway including MetroWest schemes, the new Portway station, Bristol East Junction enhancement and Bristol Temple Meads Eastern Entrance. For the rest of the period to 2030 and beyond to 2045 Table One will be used.

For scheme design Network Rail's Governance for Railway Investment Projects (GRIP) will be used.

Network Rail and WECA will work together on producing business cases to ensure wider benefits are fully captured and the CMSP outputs are used to help build better cases. The programme of strategic enhancements (see section 9. below) has been overlain with the CP7 Renewals Plan. This will determine whether there is scope for match funding an enhanced renewal and will show outcomes, dependencies and enablers for schemes to be delivered alongside and benefiting from each other.

The governance for taking schemes forward is detailed in the following section.

## 8. Governance

For WECA the existing rail governance will be used. This will be overlaid with Network Rail's requirements to ensure a co-ordinated approach to development and delivery. A RACI (responsible, accountable, consulted and informed) chart setting out the roles and responsibilities of WECA, local authorities, Network Rail, Department for Transport, train and freight operating companies and the Office of Rail and Road is under preparation and will be added to this report.

## 9. Programme

The programme for development and delivery of the strategic enhancements in Table One is shown below in Table Three. This programme represents a continuous pipeline of projects over 2020 to 2030. It should be recognised that rail projects have long lead in times and this is reflected in the programme.

Table Three: 10 Year Rail Delivery Plan Programme 2020 to 2045

10 / 25 YEAR RAIL STRATEGY PROGRAMME										CP6					CP7					CP8					CP9					CP10							
Strategic Objective	Project	Business Case / Strategic Objectives / Key Deliverables	Department	Priority	Investment Value	Y2	Y3	Y4	Y5	Y1	Y2	Y3	Y4	Y5	Y1	Y2	Y3	Y4	Y5	Y1	Y2	Y3	Y4	Y5	Y1	Y2	Y3	Y4	Y5	Y1	Y2	Y3	Y4	Y5			
Schemes for development and delivery within the 10 Year Delivery Plan 2020 to 2030																																					
Bristol Temple Meads enhancements		Off-Station Facilities	Network Rail	High	£1.5bn																																
MetroWest connectivity - South		Network Rail	Network Rail	High	£1.5bn																																
Bristol Temple Meads Passenger Capacity Enhancements		Network Rail	Network Rail	High	£1.5bn																																
Access for All at stations		Network Rail	Network Rail	High	£1.5bn																																
Upgrading Worle to become Weston-super-Mare Parkway		Network Rail	Network Rail	High	£1.5bn																																
Completion of electrification where appropriate		Network Rail	Network Rail	High	£1.5bn																																
Schemes to be developed in the 10 Year Delivery Plan and delivered 2030 to 2045																																					
Future timetable - increased services to the South		Network Rail	Network Rail	High	£1.5bn																																
Future timetable - increased connections East-West-North		Network Rail	Network Rail	High	£1.5bn																																
Bristol Temple Meads Station Capacity Enhancements		Network Rail	Network Rail	High	£1.5bn																																
Cardiff to Portsmouth enhanced services		Network Rail	Network Rail	High	£1.5bn																																
Severn Beach to Bristol Temple Meads enhanced service		Network Rail	Network Rail	High	£1.5bn																																
Henbury Line enhancement		Network Rail	Network Rail	High	£1.5bn																																
Bristol to Yeovil and Weymouth service enhancement		Network Rail	Network Rail	High	£1.5bn																																
Loading gauge enhancements		Network Rail	Network Rail	High	£1.5bn																																

Note: This version of Table Three is provisional and will be updated.

Equally it should be noted that this is a draft programme and all dates are fluid and reflect our best idea at the moment. Wherever possible enhancements will be integrated with other projects to utilise and maximise the benefit of disruptive access opportunities.

## 10. Funding

Table Three includes the likely source of funding for the strategic enhancements which include:

- Department for Transport – Access for All, Restoring Your Railway, RNEP and other sources
- Network Rail – renewals and enhancements
- WECA – Investment Fund
- Local authorities
- Developer funding

Initial development funding will be required and to progress this 10 Year Rail Delivery Plan funding will be sought via the Feasibility Development Funding Application process through the WECA Investment Fund. Initially this will be for the following schemes:

- Development of station enhancements (seating, shelters, wayfinding, improved cycle parking, CCTV, lighting, accessible parking)
- Development of the proposals to extend MetroWest to the south to outline business case
- Development of proposals for timetable enhancements for improved connections to the east, west and north
- Development of proposals for increased services on the Henbury, Severn Beach and Westbury lines

## 11. Risks

Risk	RAG rating	Mitigation	Mitigated RAG rating
Unable to reach agreement on priorities	Red	Strategic Rail Steering Group and Transport Board to resolve issues	Yellow
WECA and Network Rail unable to provide resource to develop 10 Year Rail Delivery Plan	Yellow	Procurement framework to provide additional resource to support WECA and Network Rail	Green
Coronavirus will impact on all timescales and recovery plans mean there are other rail industry priorities	Red	Extend timescales for 10 year and 25 year plans	Yellow
Funding is unavailable for the developing both the 10 Year and 25 Year Plans	Red	Revised bids are put forward to the Investment Fund	Yellow

## 12. Longer term – 25 Year Strategic Outline Business Case 2020 to 2045

The high level analysis undertaken for the 10 Year Rail Delivery Plan considered a long list of rail schemes. Just because a long standing aspiration isn't in Table One it does not mean it won't be considered as part of the 25 Year Strategic Outline Business Case (SOBC) 2020 to 2045. Those schemes in Table One have emerged as the strongest ones in terms of meeting objectives and deliverability. More work will be needed on those schemes which perform less well and this will roll into the development work on the 25 Year SOBC.

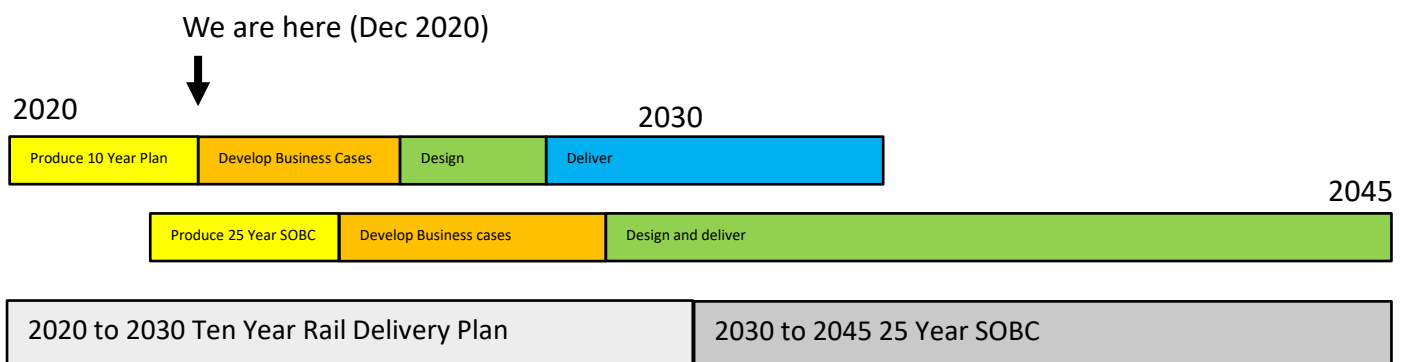
The 25 Year SOBC will review the longer term aspirations for rail and establish a 25 year programme and funding strategy to 2045. The SOBC will include:

- Transition to a net zero-carbon economy
- Integration with emerging delivery of Mass Transit
- Strategic Development Locations
- Network Rail and DfT regional investment

Work on identifying milestone dates for the next 18 months for the SOBC and the additional resources required to deliver the SOBC programme will be undertaken. The 25 SOBC will be brought to WECA and Joint Committee in spring 2022.

There is also a need for a collaborative approach between Highways England and Network Rail as both are solving the same issues and serving overlapping corridors and have funding from the same source. The Transport and Place Oversight Group (TPOG) will be explored as an ideal forum to discuss how the 25 Year Plan can contribute to and complement this wider collaborative approach.

## 13. Where we are



Produced by:



November 2020

4 December 2020

## REPORT SUMMARY SHEET

### LOCAL ENTERPRISE PARTNERSHIP & INVEST BRISTOL AND BATH BUDGET OUTTURN APRIL– SEPTEMBER 2020

#### Purpose

This report presents the forecast revenue outturn for the West of England Joint Committee for the financial year 2020/21 based on data for the period April 2020 to September 2020. The report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

#### Summary

This report includes the following key information:

- The West of England Combined Authority acts as the Accountable Body for a range of funding streams on behalf of the West of England Councils and LEP. The WECA financial regulations require that it regularly reports on the financial monitoring position of these funds.
- **Appendix 1** details the LEP forecast revenue out-turn for the 2020/21 financial year based on actual information to the end of September 2020 which shows spend of **£7.1m** against an original budget of **£5.6m**. The difference of **£1.5m** is mainly due to the receipt and phasing of spend for government grants. Overall, there is a forecast net underspend of **£45k** which is due to a surplus in treasury management and timing of a grant between financial years.
- **Appendix 2** details IBB's revenue out-turn position for the 2020/21 financial year based on actual information to the end of September 2020. This shows the current forecast is for spend to breakeven with budget.

#### Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

There is a potential impact on 2020/21 revenue budgets as activity is re-prioritised and focused on supporting economic recovery. Activity, and corresponding budgets, will be kept under regular review over the coming months.

#### Recommendations

Members of the Joint Committee are asked to:

- a. Note the LEP revenue outturn as set out in Appendix 1.
- b. Note the IBB revenue outturn as set out in Appendix 2.

**Contact officer:** Malcolm Coe

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

**Email:** [Malcolm.Coe@westofengland-ca.gov.uk](mailto:Malcolm.Coe@westofengland-ca.gov.uk)



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

**DATE: 4 DECEMBER 2020**

**REPORT TITLE: LEP & IBB BUDGET OUTTURN APRIL– SEPTEMBER 2020**

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

**AUTHOR: MALCOLM COE**

### **Purpose of Report**

- 1 This report presents the forecast revenue outturn for the West of England Joint Committee for the financial year 2020/21 based on data for the period April 2020 to September 2020. The report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

### **Impact of Covid-19 pandemic**

- 2 The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on, or are addressed through, this report are as follows:
  - (a) There is a potential impact on 2020/21 revenue budgets as activity is re-prioritised and focused on supporting economic recovery. Activity, and corresponding budgets, will be kept under regular review over the coming months.

### **RECOMMENDATIONS:**

#### **The Joint Committee:**

- a) **Notes the LEP revenue outturn as set out in Appendix 1;**
- b) **Notes the IBB revenue outturn as set out in Appendix 2;**

**Background / Issues for Consideration**

2 The West of England Combined Authority acts as the Accountable Body for a range of funding streams on behalf of the West of England Councils and LEP. The WECA financial regulations require that it regularly reports on the financial monitoring position of these funds.

**The LEP**

2.1 **Appendix 1** details the LEP forecast revenue out-turn for the 2020/21 financial year based on actual information to the end of September 2020 which shows spend of **£7.1m** against an original budget of **£5.6m**. The difference of **£1.5m** is mainly due to the receipt and phasing of spend for government grants. Overall, there is a forecast net underspend of **£45k** which is due to a surplus in treasury management and timing of a grant between financial years.

2.2 Total grants attained across the three-year period is circa £8.7m. We have recently reviewed and updated the anticipated timing of spend against these grants and re-profiled the income accordingly as detailed in *Figure 1*.

**Figure 1: Analysis of LEP External Grants revised as @ September 2020**

LEP Grant Income	2020/21 £000s	2021/22 £000s	2022/23 £000s	Total £000s
Creative Scale ups	866	282	0	1,148
South West Local Energy Hub	1,804	997	0	2,801
Growth Hub	970	0	0	970
LEP additional Capacity Funding	363	0	0	363
Careers Hub	382	0	0	382
Low Carbon Challenge Fund	712	1,355	33	2,100
One Public Estate	289	89	0	378
Infrastructure & Investment Delivery Plan	185	191	0	376
Housing Advisor Programme	20	28	0	48
WIDJET	23	0	0	23
Skills Analysis Panel	119	0	0	119
Leader	22	0	0	22
<b>LEP Specific Grant Funding Total:</b>	<b>5,755</b>	<b>2,942</b>	<b>33</b>	<b>8,730</b>

2.3 The original 2020/21 budget for external grants was **£4,389m**. For Growth Hub and Careers Hub, we have been successful, during the year, in increasing the overall funding available. This, along with the rephasing of anticipated spend compared to the original 2020/21 revenue budget is detailed in *Figure 2*.

2.4 Figure 2: Original 2020/21 External Grant Budget compared to Year end Forecast.

	Original 2020/21 £000s	Forecast 2020/21 £000s	Funding Difference £000s	Comments
Growth Hub	328	970	642	Additional funding secured
Low Carbon Challenge	905	712	(193)	Re-phasing of expenditure
Creative Scale Up	945	866	(79)	Re-phasing of expenditure
Careers Hub	89	382	293	Additional funding secured
WIDJET	0	23	23	Timing of expenditure
One Public Estate	293	289	(4)	
Infrastructure & Invest Plan	185	185	0	
South West Energy Hub	1,644	1,804	160	Re-phasing of expenditure
Housing Advisor Programme	0	20	20	Grant carried forward from 19/20
Leader	0	22	22	Additional funding secured
Skills Analysis Panel	0	119	119	Additional funding secured
LEP Additional Funding	0	363	363	Grant carried forward from 19/20
<b>Totals:</b>	<b>4,389</b>	<b>5,755</b>	<b>1,366</b>	

2.5 Drawdown from Reserves

The accumulated LEP Reserves, held by WECA as Accountable Body, were £831k at the beginning of the financial year. Accounting for drawdown of funds, as approved by the Joint Committee, the reserve balance is forecasted to be £662k at year end. This is detailed in Figure 3:

Figure 3: LEP Reserve Balances £'000s

LEP Reserve balance b/fwd 1 <sup>st</sup> April 2020	(831)
Drawdown for Nuclear Programme – to provide financial support for the local supply chain programme.	43
Drawdown for Local Industrial Strategy – to deliver our region’s ambition to be a driving force for clean and inclusive growth.	121
Drawdown for Careers Hub – works with schools to improve careers opportunities and work experience for young people	5
<b>LEP Reserve Balance as at 31 March 2021</b>	<b>(662)</b>

Interest on Balance

2.6 Investment interest earned on LEP balances held relates entirely to cash holding of the Local Growth Fund. Interest received is forecast to be £22k higher than the £200k income budget as set. This figure will be reviewed regularly and updated in future budget monitoring reports to the Joint Committee.

### **Invest in Bristol and Bath (IBB)**

- 2.7 **Appendix 2** details IBB's revenue out-turn position for the 2020/21 financial year based on actual information to the end of September 2020. This shows the current forecast is for spend to breakeven with budget.
- 2.8 From 2020/21, IBB is funded through the Revolving Infrastructure Fund, (RIF), as part of a new five-year deal, (to be reviewed after year three), as approved by the Joint Committee in October 2019.

### **Consultation**

- 3 Consultation has been carried out with the Chief Executives, West of England Section 151 Officers and the WECA Monitoring Officer.

### **Other Options Considered**

- 4 Value for Money and appropriate use of resources are constantly considered when allocating, monitoring and managing all revenue and capital budgets.

### **Risk Management/Assessment**

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

### **Public Sector Equality Duties**

- 6 The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
- 6.1 The Act explains that having due regard for advancing equality involves:
- Removing or 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.

## ITEM 12

- 6.2 The general equality duty therefore requires organisations to consider how they could positively contribute to the advancement of equality and good relations. It requires equality considerations to be reflected in the design of policies and the delivery of services, including policies, and for these issues to be kept under review.
- 6.3 There are no specific public sector equalities issues arising from this report although budget managers are reminded to consider how they could positively contribute to the advancement of equality and good relations.

### Climate Change Implications

- 7 On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision-making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

- 7.1 Several of the specific LEP workstreams have a strong focus on improving climate change especially the *South West Local Energy Hub, Low Carbon Challenge Fund and One Public Estate*. Where funds are allocated as grants to local businesses and organisations, the criteria used to prioritise funding allocations will incorporate climate improvement.

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

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

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

### Legal Implications:

- 9 This report monitors how the Local Enterprise Partnership (LEP), and Invest in Bristol and Bath (IBB) revenue budgets are performing against the financial targets as set in January 2020 through the Budget setting process.

Advice given by: Shahzia Daya, Director of Legal Services

**Human Resources Implications:**

- 10 Fixed term contracts are applied where staff are appointed against specific LEP grant funding streams that are time limited in nature.

Advice given by: Alex Holly, Head of Human Resources

**Appendices**

**Appendix 1:** Revenue position LEP

**Appendix 2:** Revenue position IBB

**Background papers:**

LEP and IBB 2020/21 Budget – Joint Committee 31 January 2020

LEP and IBB 2020/21 Budget Out-turn – Joint Committee 9 October 2020

**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 on 07436 600313; or by email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

**LEP Budget Monitoring Forecast as at September 2020**

	2020/21 Budget £'000s	2020/21 Forecast £'000s	Variance £'000s
Core staff and related overheads	1,158	1,153	(5)
<b><u>Grant Funded Spend</u></b>			
Staff	989	1,592	603
Travel	15	7	(8)
Services and third-party payments	3,177	4,125	948
Overheads	254	277	23
<b>Total Expenditure</b>	<b>5,593</b>	<b>7,154</b>	<b>1,561</b>
<b><u>Funded by:</u></b>			
UA Contribution	(440)	(440)	0
Government Grants	(4,389)	(5,754)	(1,365)
DCLG Core & Capacity Grant	(500)	(500)	0
Interest on Balances	(200)	(222)	(22)
Other Grants	(67)	(67)	0
Other Contribution	(33)	(47)	(14)
Use of Reserves	36	(169)	(205)
	<b>(5,593)</b>	<b>(7,199)</b>	<b>(1,606)</b>
<b>Net Total - (Under Spend) / Overspend</b>	<b>0</b>	<b>(45)</b>	<b>(45)</b>

**IBB Budget Monitoring Forecast as at September 2020**

	2020/21 Budget £'000s	2020/21 Forecast £'000s	Variance £'000s
<b><u>Expenditure</u></b>			
Direct Staff	371	352	(19)
Supplies & Services	358	472	114
Business & Skills Directorate Costs	136	48	(88)
Overheads	135	128	(7)
<b>Total Expenditure</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>
<b><u>Income</u></b>			
Revolving Infrastructure Fund	(1,000)	(1,000)	0
<b>Total Income</b>	<b>(1,000)</b>	<b>(1,000)</b>	<b>0</b>
<b>NET TOTAL - Under / (Over) Spent</b>	<b>0</b>	<b>0</b>	<b>0</b>



**WEST OF ENGLAND JOINT COMMITTEE**

**ITEM 13**

**4 December 2020**

## **REPORT SUMMARY SHEET**

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

#### **Purpose**

To consider changes to schemes within the current programme.

#### **Summary**

This report includes the following key information:

Appendix 1 sets out requested scheme changes in respect of the Local Growth Fund (LGF).

Appendix 2 sets out requested scheme changes in respect of the Economic Development Fund (EDF) and Revolving Infrastructure Fund (RIF).

#### **Impact of Covid-19 pandemic**

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

The Local Growth, Economic Development and Revolving Infrastructure Funds are focused on supporting economic growth and the delivery of the schemes within these programmes will positively contribute to the economic recovery.

#### **Recommendations**

Members of the Joint Committee are asked to:

1. Approve the change requests for schemes within the LGF programme as set out in Appendix 1.
2. Approve the change requests for schemes within the EDF and RIF programme set out in Appendix 2

**Contact officer:** Malcolm Coe

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

**Email:** [Malcolm.Coe@westofengland-ca.gov.uk](mailto:Malcolm.Coe@westofengland-ca.gov.uk)



**MEETING: WEST OF ENGLAND JOINT COMMITTEE**

**DATE: 4 DECEMBER 2020**

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

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

### **Purpose of Report**

1.1 To consider changes to schemes within the current programme.

### **Impact of Covid-19 pandemic**

2.1 The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- The Local Growth, Economic Development and Revolving Infrastructure Funds are focused on supporting economic growth and the delivery of the schemes within these programmes will positively contribute to the economic recovery.

### **Recommendations:**

The Committee is asked to:

- 1. Approve the change requests for schemes within the LGF programme as set out in Appendix 1.**
- 2. Approve the change requests for schemes within the EDF and RIF programme set out in Appendix 2**

### **Background**

3.1 A consistent approach has been developed for the identification, development, approval and change management for schemes seeking funding through the LEP Local Growth, Economic Development & Revolving Infrastructure Funds. This involves recommendations being made by the Chief Executives of the Local Enterprise Partnership and the four local authorities, oversight by the LEP Board and formal decision making by the West of England Joint Committee. For schemes within the Economic Development Fund (EDF) advice is provided by the four Council S151 officers as part of the business case approval decision.

3.2 It is recognised that transparency, accountability and ensuring value for money must be central to these arrangements, and Government have set out their expectations in this regard in the 'National Local Growth Assurance Framework' guidance. The way that these requirements are met is set out in the West of England Local Growth Assurance Framework.

### Local Growth Fund (LGF) and Getting Building Fund (GBF)

- 4.1 The total West of England Growth Deal capital funding allocation across rounds 1-3 is £202.1m. The current profile of spend across the schemes within the programme is shown in *Figure 1*. There is a requirement that all grant funds are spent by March 2021. To help manage this, overprogramming has been employed and stands at some £12m. With this overprogramming schemes report planned spend this year to meet full LGF spend requirements.
- 4.2 As reported to the Committee in October, a further £13.7m has been secured through the Getting Building Fund (GBF) aimed at funding capital projects which could help to accelerate national recovery. Of this total £12m is being utilised to meet the LGF overprogramming, enabling full funding and completion. One new project the Weston Stores is to be added to the programme for which a business case is being developed.
- 4.3 There is currently a requirement that the GBF is spent within the financial year it was awarded, that being £6.85m 20/21 and £6.85m 21/22 although flexibility with this is being explored. It should be noted that should this flexibility not be granted it is likely that further swaps between the LGF/GBF and EDF would be required, including potentially for some schemes for which an extension of spend into 21/22 has previously been agreed, and/or the addition of new schemes able to deliver spend, (which would require MHCLG approval). An update and any necessary proposals will be presented to the January Committee.

### Changes to Schemes within the Programme

- 5.1 The Joint Committee in October 2019 agreed to delegate approval of changes within stated tolerances for schemes within the approved programme to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils. The changes to the LGF, EDF and RIF programmes which fall outside of these tolerances and require a Committee decision are set out in Appendix 1 and 2 respectively.

Spend £000s	15/16	16/17	17/18	18/19	19/20	20/21	Total	21/22	Total
	Grant Claim						Profile		
<b>Transport Schemes</b>									
MetroWest Phase 2 Development Costs	140	351	1,099	1,313	297	-	3,200		
MetroWest Phase 1 Development Costs	3,304	3,291	2,252	1,750	4,294	6,134	21,025		
Sustainable Transport Package 15/16	2,898	-	-	-	-	-	2,898		
Sustainable Transport Package 16/17	-	1,934	1,749	36	-	-	3,719		
Sustainable Transport Package 17/18	-	-	971	1,529	2,355	81	4,936		
West Wick Rbt and North South Link	-	1,783	-	5,116	4,282	130	11,311		
Aztec West Roundabout	-	1,833	269	-	-	-	2,102		
Portway Station	-	-	-	-	-	-	-	1,553	1,553
A4018 Corridor Improvements	-	-	-	-	-	3,103	3,103		
Weston-super-Mare Town Centre Enhancement	-	-	-	332	471	1,997	2,800		
A39 Bences Garage Junction Improvement	-	-	-	700	-	-	700		
Weston-super-Mare: Sustainable Travel Improvements	-	-	-	-	450	-	450		
Bromley Heath Viaduct Improvement Scheme	-	-	-	2,800	-	-	2,800		
Keynsham Town Centre Improvements	-	-	-	-	170	482	652	848	1,500
South Glos Sustainable Transport Package	-	-	-	-	875	1,920	2,795		
Cribbs Patchway MetroBus Extension	-	-	1,746	2,878	-	2,508	7,132		
<b>FE Skills Capital Schemes</b>									
Weston College Future Technology Centre	2,743	-	-	-	-	-	2,743		
Law and Professional Services Academy	5,563	13,829	-	-	-	-	19,392		
Advanced Engineering Centre Extension	-	784	3,174	45	-	-	4,003		
B&NES Construction Skills Centre	-	1,419	1,313	-	-	-	2,732		
North Somerset Enterprise Technical College	-	2,177	-	-	-	-	2,177		
Increasing the capacity of the BEMA Training Centre	-	-	10	-	3	-	13		
Weston College Construction Skills Centre	-	-	-	3,271	-	-	3,271		
Weston College Health and Active Living Skills Centre	-	-	-	5,359	-	-	5,359		
South Bristol Construction Centre	-	-	-	-	1,267	4,733	6,000		
Bath College Catering & Hospitality Training Hub	-	-	-	-	1,024	1,479	2,503		
SGS Brunel Building (STEAM Centre )	-	-	-	-	1,151	5,291	6,442		
Weston College Animal Management Training Centre	-	-	-	-	990	-	990		
<b>Infrastructure Schemes</b>									
Aerospace Bristol	-	1,700	-	-	-	-	1,700		
Superfast Broadband SGC	-	714	556	-	-	41	1,330		
Superfast Broadband CDS	-	-	-	-	-	200	200		
B&B Cultural Destinations Media Bank	-	14	87	46	-	-	147		
Town Square, Weston-super-Mare	-	1,227	1,615	-	14	123	2,979		
Saw Close Public Realm, Bath	-	112	-	-	-	-	112		
Bath Quays Bridge	-	355	-	-	-	2,614	2,969		
Cattle Market Road Demolition Works	-	278	597	-	-	-	875		
Bristol Beacon Phase 2 Transformation Project	-	-	1,000	1,000	-	6,405	8,405		
Bath Quays South Phase 1a Enabling Infrastructure	-	-	731	3,617	3,684	2,075	10,107	584	10,691
Bath Quays North Phase 1b Relocation of Coach Park	-	-	93	1,269	48	79	1,489		
Bath Quays North Initial Development Works	-	-	-	-	-	5,554	5,554		
Purchase of Land at Bristol and Bath Science Park	-	-	-	4,909	-	20	4,929		
<b>Innovation Schemes</b>									
Bristol Institute of Technology, BRL and UEZ	1,952	2,548	-	-	-	-	4,500		
Health Technology Hub	-	1,036	294	-	-	-	1,330		
FoodWorks <sup>SW</sup> Innovation Centre	-	-	-	2,641	8,446	757	11,844		
NTPProStruct	-	2,374	1,484	-	-	-	3,858		
Emersons Green Local Transport Enhancements	-	-	735	80	87	2,830	3,732	1,318	5,050
OPCR - Sensor Factory, CAV & KWMC	-	-	-	-	2,376	964	3,340		
Umbrella	-	-	-	-	771	2,914	3,685		
IAAPS	-	-	-	6,000	2,000	2,000	10,000		
Bristol VR Lab	-	-	160	60	16	59	295		
Grow-On2 Temporary Building	-	-	-	-	423	581	1,004		
	16,600	37,759	19,954	44,751	35,494	55,074	209,632	4,303	213,935

Subject to approval of change request   
 Project completed

Total Funds Available 202,096 214,096  
 Overprogramming 7,536 - 161

Figure 1 - Current LGF Spend Profile

## Consultation

- 6.1 Consultation has been undertaken with the Chief Executive Officers and four Section 151 Officers across the West of England alongside the WECA Statutory Finance Officer and Monitoring Officer.

## Other Options Considered

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

## Risk Management/Assessment

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

## Public Sector Equality Duties

- 9.1 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.
- 9.2 The Act explains that having due regard for advancing equality involves:
- Removing or minimizing disadvantages suffered by people due to their protected characteristics.
  - Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
  - Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.
- 9.3 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.
- 9.4 For projects seeking funding via the LGF, EDF or RIF scheme promoters are required to include as part of their FBC, an equality and diversity assessment and plan. These assessments are [published](#) on the LEP website.

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

- 10.1 The specific financial implications are set out in the Body of this report.
- 10.2 Supporting economic growth is central to the One Front Door funding streams, and promoters are required to include an economic case within the FBCs for each scheme which sets out how the project will create jobs and GVA growth as well as delivering wider benefits. In line with agreed processes these FBCs are [published](#) on the LEP website at the point of decision making

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

**Legal Implications:**

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

Advice given by: Shahzia Daya, Monitoring Officer, WECA

**Climate Change Implications**

- 12.1 On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

- 12.2 Each business case coming forward for decision on inclusion in the One Front Door funding programme includes consideration of environmental sustainability which sets out how sustainability is being considered in the development of the project as well as during its operational stage.

**Land/Property Implications;**

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

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

**Human Resources Implications:**

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

**Appendices**

Appendix 1: Local Growth Fund – Requested Scheme Changes

Appendix 2: Economic Development Fund and Revolving Infrastructure Fund – Requested Scheme Changes

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

**West of England Combined Authority Contact:**

Any person seeking background information relating to this item should seek the assistance of the contact officer for the meeting who is Ian Hird on 07436 600313; or by email:

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



## Appendix 1

### Change Requests Recommended for Approval

#### Local Growth Fund

- **Bath Quays South (Phase 1a)** - increasing LGF funding by £300k due to cost pressures with funding reallocated from the Bath Quays North Infrastructure Development project [Revised LGF profile £2.075m in 20/21 and £584k in 21/22, total LGF/GBF £10.691m]
- **Bath Quays Bridge**  
**Cost:** Overall costs increasing by £1.149m due to unforeseen structural and abutment issues with £1.1m of LGF funding reallocated from the Bath Quays North Infrastructure Development project [Revised LGF profile, £2.614m in 20/21, total LGF £2.969m]  
**Milestones:** 4 months delay to Enabling Works / Structure Completion milestone (to Oct 20)
- **Bath Quays North Infrastructure Development** – Swop of £1.4m of funding from LGF to EDF [Revised LGF profile £5.554m in 20/21, revised EDF profile £2.313m in 20/21, £10.257m in 22/23, £10.924m in 23/24 and £1.784m in 24/25, total £25.278m]
- **Weston-Super-Mare Town Centre Transport Enhancement Scheme**  
**Milestone:** 4-9-month delay to 6 milestones including construction start date (to Nov 22), construction completion and operational (to Aug 21).  
**Scope:** Reducing elements of the Station Road scheme (the improvements east of the Victoria Methodist Church) to meet budget pressures.  
**Cost:** Reduction in LTP match funding of £410K.
- **South Gloucestershire Sustainable Transport Package (2018-21)**  
**Scope:** Due to delays with the completion of the Ring Road Bus Reliability Improvements Scheme this is to be delivered using alternative. Request to use existing LGF funding for the A432 Badminton Road Cycle Improvements scheme.  
**Milestone:** Adding 5 milestones for A432 Cycle Lane Improvements Scheme, completion by March 2021.  
**Cost:** Underspend of £340K across the schemes due to Active Travel cost savings and deferring the HOV Lane Scheme proposed to be used on the A432 Cycle Lane Improvements Scheme.
- **MetroWest Phase1** – 4 – 10-month delay for 8 milestones including start of construction works (to Feb 23) and scheme opening (to Dec 24).
- **GrowOn2** – due to impacting on sourcing materials and reduced staff levels, 7-8-month delay for two milestones, Construction Completion (to Jan 21) and Contract Completion (to Jan 22).
- **Portway Station** - Reprofile £1.553m from 20/21 to 21/22, this is due to delays to the project causing a knock-on effect to the wider programme.

- **Purchase of Land at Bristol and Bath Science Park**

**Cost:** Reducing LGF funding by £836K to be reallocated to the Cribbs Patchway MetroBus Extension. Reprofiling £20k LGF from 19/20 to 20/21. [Revised LGF profile £4.909m already claimed and £20K in 20/21, total LGF £4.929m]

**Milestones:** Completion date delayed by 12 months (to Mar 22).

- **Cribbs Patchway MetroBus Extension** – increasing LGF funding by £836K with equivalent reduction in EDF. [Revised LGF profile £2.508m in 20/21, total LGF £7.132m, with revised EDF total £28.704m]

## Appendix 2

### Change Requests Recommended for Approval

#### Economic Development Fund

- **Invest Bristol and Bath** – reprofiling of funding for 18/19 and 19/20 to reflect final spend [Revised profile £2.819m to 17/18, £899k 18/19 and £1.1m 19/20, total £4.819m]

#### Revolving Infrastructure Fund

- **Bath Flood Alleviation** – deferred RIF repayment from £1.5m 22/23 and 23/24 to £500k per year over 6 years from 22/23

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**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

**ITEM 14**

**4 December 2020**

**REPORT SUMMARY SHEET**

**WECA & MAYORAL BUDGET OUTTURN APRIL – SEPTEMBER 2020**

## **Purpose**

This report presents the revenue budget financial outturn information for WECA and the Mayoral budget for the financial year 2020/21 based on data for the period April 2020 to September 2020

## **Summary**

This report includes the following key information:

\* **Appendix 1** details the Mayoral Fund's forecast outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is **£11k** lower than the original budget.

A contribution of £396k will be made to an earmarked reserve, in line with budget, to meet the estimated costs of the next WECA Mayoral Election in 2021.

As per previous years, £17.5m is budgeted through the business rates retention pilot in the Mayoral Fund. This funding is passported to the constituent Unitary Authorities in respect of Capital Highways Maintenance grants.

\* **Appendix 2** details WECA's estimated outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is projecting an end of year surplus of **£829k**.

## **Impact of Covid-19 pandemic**

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on, or are addressed through, this report are as follows:

- a. There will be an impact on 2020/21 revenue budgets as core activity and investment funding is re-prioritised and re-focused on supporting economic recovery;
- b. There is particular concern regarding the achievability of business rates growth targets which will directly impact on a proportion of WECA's core operating revenue.
- c. Concessionary fare payments to bus operators have been made in line with budgeted profile throughout the first half of the financial year to maintain continuity of service, along

with contract payments for supported bus services and payments to community transport providers.

d. Payments to Adult Education providers have also been made in line with budgeted profile to maintain stability of the provider base.

Activity, and corresponding budgets, will be kept under regular review over the coming months with government advice and guidance taken into consideration.

### **Recommendations**

Members of the Combined Authority Committee are asked to:

- a. Note the Mayoral Fund revenue outturn as detailed in Appendix 1.
- b. Note the WECA revenue outturn as detailed in Appendix 2.

**Contact officer:** Malcolm Coe

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

**Email:** [Malcolm.Coe@westofengland-ca.gov.uk](mailto:Malcolm.Coe@westofengland-ca.gov.uk)

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**ITEM 14**

**REPORT TO: WECA COMMITTEE**

**DATE: 4 DECEMBER 2020**

**REPORT TITLE: WECA & MAYORAL BUDGET OUTTURN APRIL –  
SEPTEMBER 2020**

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

**AUTHOR: MALCOLM COE**

**Purpose of Report**

- 1 This report presents the revenue budget financial outturn information for WECA and the Mayoral budget for the financial year 2020/21 based on data for the period April 2020 to September 2020.

**Impact of Covid-19 pandemic**

- 2 The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on, or are addressed through, this report are as follows:
  - (a) There will be an impact on 2020/21 revenue budgets as core activity, and investment funding, is re-prioritised and re-focused on supporting economic recovery;
  - (b) There is particular concern regarding the achievability of business rates growth targets which will directly impact on a proportion of WECA's core operating revenue;
  - (c) Concessionary fare payments to bus operators have been made in line with budgeted profile throughout the first half of the financial year to maintain continuity of service, along with contract payments for supported bus services and payments to community transport providers.
  - (d) Payments to Adult Education providers have also been made in line with budgeted profile to maintain stability of the provider base.

Activity, and corresponding budgets, will be kept under regular review over the coming months with government advice and guidance taken into consideration.

## Recommendations

The WECA Committee:

- a) Notes the Mayoral Fund revenue outturn as detailed in Appendix 1;
- b) Notes the WECA revenue outturn as detailed in Appendix 2;

### 3. Mayoral Fund Revenue Budgets

- 3.1 **Appendix 1** details the Mayoral Fund's forecast outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is **£11k** lower than the original budget.
- 3.2 A contribution of £396k will be made to an earmarked reserve, in line with budget, to meet the estimated costs of the next WECA Mayoral Election in 2021.
- 3.3 As per previous years, £17.5m is budgeted through the business rates retention pilot in the Mayoral Fund. This funding is passported to the constituent Unitary Authorities in respect of Capital Highways Maintenance grants.

### 4. WECA Revenue Budgets

- 4.1 **Appendix 2** details WECA's estimated outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is projecting an end of year surplus of **£829k**. The main points to note are:

#### Transport Levy and Operations

- 4.2 The transport levy for 2020/21 was approved by the WECA committee on 31 January 2020. This revenue levy, funded by the Unitary Authorities, reflects a 'like for like' service based on known and estimated demand for the financial year. An uplift of 2% was added to the budget to reflect projected increases in service costs and demand.

**Figure 1: Transport Levy for 2020/21**

	2020/21 Levy Charges				NSC £000s	Total £000s
	B&NES £000s	BCC £000s	SGC £000s	Total LEVY £000s		
Integrated Transport Team	156	297	105	558	0	558
Concessionary Travel	3,626	7,062	2,130	12,818	1,816	14,634
Bus Service Information	146	300	145	591	36	627
Community Transport	360	825	436	1,621	0	1,621
Supported Bus Services	667	1,089	952	2,708	34	2,742
Metrobus	0	131	81	212	14	226
Travelwest	10	25	15	50	12	62
Bus Strategy/Integ Ticketing	29	111	71	211	35	246
<b>Sub Total:</b>	<b>4,994</b>	<b>9,840</b>	<b>3,935</b>	<b>18,769</b>	<b>1,947</b>	<b>20,716</b>



- 4.3 B&NES will be refunded up to 100% of the surplus of £227k that they returned in 2019/20 in the event of any end of year underspend against the 2020/21 transport levy. Any residue surplus beyond this amount will be paid back into the WECA transport smoothing reserve to address future variations in demand and/or costs. The smoothing reserve currently stands at £123k having offset a combined regional overspend of £77k at the end of 2019/20.
- 4.4 In line with government guidance, we have continued to make concessionary fare payments to local transport operators in line with budgeted profile (as opposed to actual usage). This also applies to Community Transport Providers and payments in respect of current Service Contracts in order to maintain continuity of service throughout the Covid pandemic. Having recently received further guidance from the Department of Transport, we will continue these arrangements for the period up to 31 December as agreed at the 9<sup>th</sup> October 2020 Committee meeting.
- 4.5 Additional Supported Bus payments have been funded through additional government grants and income. These include Bus Service Operators Grant, (BSOG), £1.15m, Better Deal for Buses £736k, COVID Bus Service Subsidy Grant £528k and £500k Restart, Section 106 £788k, BCC Park and Ride £220k and £100k income from revenue and penalties through bus operations. WECA has worked closely with relevant transport officers within the Unitary Authorities in relation to the prioritisation and allocation of this funding.

#### **Variations on Project Spend**

- 4.6 In year spend on specific projects is forecast to be **£10.8m** higher than originally budgeted as detailed in *Figure 2*. This is due mainly to the addition of new Investment Fund Revenue schemes, as approved through committee, since the budget was set in January 2020 alongside rephasing of various project spend over financial years. A revised three-year revenue forecast for all investment fund projects is detailed in **Appendix 3**.
- 4.7 Final figures for the Adult Education Budget for WECA were announced subsequent to setting the 2020/21 revenue budget with an extra £585K for the academic year (August 2020 to July 2021) for new learners, new procured activities and national retraining scheme. The net effect for the 2020/21 financial year is an increase in budget and expenditure of £385k.
- 4.8 Other variances are a small reduction in Future Bright spend and delays in implementing the WE Work for Everyone and Workforce for the Future Programmes where higher spend is now profiled in future financial years.

**Figure 2: Variations in spend on Specific Projects**

<b>Project</b>	<b>£'000</b>
Adult Education Budget (increased funding for specific purposes)	385
Apprenticeship Levy Maximisation	-20
Careers, Education, Information, Advice and Guidance (CEIAG)	35
Climate Change feasibility spend	125
Cultural Strategy	31
Emergency Active Travel – revenue cashflow through the Investment Fund	900
EU Exit Funding – spend against Grant c/f from 2019/20	273
FEAS AA - Coalpit Heath/Westerleigh Bypass and Frampton Cotterell/Winterbourne Bypass	-32
FEAS AB - Realising Talent [NEET]	126
FEAS AG - Somer Valley EZ Development (Non-Highways)	722
FEAS AH - Bath River Line	150
FEAS AI - We Work for Everyone – rephasing of spend relating to later implementation date	-909
FEAS AK - South Bristol Enterprise Support and Workspace	166
FEAS AO - Modern Methods of Construction (Bristol Housing Festival)	-150
FEAS AT - Yate Park & Ride	-300
FEAS AW - Yate Urban Living Opportunity Area	50
FEAS BA - Working Well Institute	300
FEAS BJ - Centre for Digital Engineering Technology & Innovation	1,830
FEAS BM - Building Employment and Enterprise Skills	-10
FEAS BN - Local CEIAG Action Research Activities	-10
FEAS BO - Improving Access to Bath from the East	200
FEAS BR - Manvers Street Regeneration	250
FEAS BT - North Keynsham Masterplanning	100
FEAS BW - SDS/LTP Shared Evidence Base	2,000
FEAS E - Freezing Hill Lane: A420 to Bath	91
FEAS F - Temple Meads Masterplan	1,416
FEAS Q - STEAM Centre SGS WISE	175
FEAS T - Bristol High Streets - Bedminster	230
FEAS U - B&NES High Streets - Pilot	122
FEAS V - SGC High Streets - Kingswood	148
FEAS Z - Charfield Station	986
Future Bright	-117
Housing Infrastructure development	1,033
Integrated Ticketing	366
Local Cycling & Walking	35
M9	-16
Mass Transit	1,148
Productivity Challenge	678
Research and Innovation Challenge Fund	-242
Strategic Master North Fringe	-73
Strategic Master Planning	-48
Strategic Master South West Fringe	-182
Strategic Park & Ride	135
Strategic Shared Planning - Evidence	-11
Workforce for the Future – rephasing of spend due to a later implementation date	-1,292
<b>TOTAL</b>	<b>10,794</b>

### Interest on Balances

- 4.9 An income budget of £1.02m was set in relation to the interest that WECA earns from investing cash balances held. Whereas interest rates have dropped to record low levels over recent months, through a number of 'forward deal' investments and longer-term placements in property and equity funds, WECA continue to significantly out-perform this income target. The current out-turn position for 2020/21 is a forecasted treasury surplus of **£700k**.

### Drawdown from Reserves

- 4.10 Drawdowns from earmarked reserves of **£813k** are included in the forecast income for 2020/21 as detailed in *Figure 3*.

**Figure 3: Drawdown from Earmarked Reserves**

<b>Transfer from Reserves</b>	<b>£000s</b>
EU Exit	273
M9 co-ordination across the Combined Authority group	137
NNDR Business Rates (approved in October 2020)	403
<b>Transfer from Reserves</b>	<b>813</b>

- 4.11 The WECA General Reserve, as at 31 March 2020, was £1.6m which is less than 3% of the 2020/21 revenue budget. The future revenue position for WECA remains volatile whilst core operating costs are funded through temporary sources such as Mayoral Capacity Fund and Business Rates Retention pilot share.
- 4.12 The level of Business Rate Growth had slowed down in the region, even prior to the Covid situation, which will have a significant negative impact on future growth projections. We stated in the 2019/20 out-turn report, (June 2020), that WECA's 5% share of the business rates retention pilot, budgeted at £1.2m per annum, will fall short by up to £500k in 2020/21 with larger shortfalls in subsequent years. £403k has now been drawn-down against the WECA Business Rates Reserve in year, as approved by committee in October 2020.

### Specific Grants

- 4.13 WECA continues to attract a variety of specific grants and funding through several different sources. The revenue budget for 2020/21 and Medium-Term Financial Forecast, as approved in January 2020, set out all revenue budgets and anticipated spend up to the period March 2023.

### Summary Revenue Budget position for WECA

- 4.14 The overall forecast for the WECA revenue budget is a **£829k** surplus at year end which is mainly due to higher income received from investing cash balances. However, this forecast does rely on a drawdown of £403k against the WECA business rates reserve in order to address the specific income shortfall in this area.

## **Consultation**

- 5 Consultation has been carried out with the Monitoring Officer, Chief Executives, and S151 Officers across the three constituent authorities. Regular meetings are held with the Finance Directors across the region in terms of material financial matters.

## **Other Options Considered**

- 6 Value for Money and appropriate use of resources are constantly considered when monitoring and managing all revenue and capital budgets.

## **Risk Management/Assessment**

- 7 This report forms a core part of the WECA's governance and risk management process. The forecast budgets presented in this report take account of known financial risks and their potential impact on the outturn financial position.

## **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 All key service delivery functions continue to be delivered by the relevant constituent councils and impact assessments for service delivery, particularly highways and transport are included as appropriate within their individual Budget reports.

## **Climate Change Implications**

- 9 On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is

committed to taking climate change considerations fully into account as an integral part of its governance and decision making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

- 9.1 The criteria applied for the drawdown of investment funding incorporates the impact that any proposed project will have on climate change. Spend on infrastructure projects in particular has a strong focus on improving the availability, and coverage, of public transport whilst reducing congestion on the region's roads.

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

- 10 The financial implications are contained within the body of the report. There are no direct economic impacts arising as a result of this report (although capital investment will ultimately deliver significant economic benefit to the region).

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

**Legal Implications:**

- 11 This report monitors how WECA and the Mayoral Fund are performing against the financial targets set in January 2020 through the Budget setting process in accordance with the WECA Order 2017 and the Combined Authorities Financial Order 2017.

Advice given by: Shahzia Daya, Director of Legal Services

**Human Resources Implications:**

- 12 All spend on staffing is within the budget and resources as approved by the WECA committee. Fixed term contracts are applied for staff who are engaged on projects which have time limited funding, (i.e. specific grants).

Advice given by: Alex Holly, Head of Human Resources

**Appendices & Background papers:**

**Appendix 1:** Mayoral Fund Revenue Outturn

**Appendix 2:** WECA Revenue Outturn

**Appendix 3:** Revised 3-year forecasted revenue spend on Investment Fund projects

**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 on 07436 600313; or by email:

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

## APPENDIX 1

Mayoral Fund April to September 2020			
	2020/21 Budget £'000s	2020/21 Outturn £'000s	Variance £'000s
Staff	206	204	2
Premises Services	13	12	1
Support Services	15	8	8
Supplies & Services	10	10	0
Project Spend	0	0	0
	<b>244</b>	<b>233</b>	<b>11</b>
Mayoral Election - Transfer to Reserve	396	396	0
<u>Contribution to Highway Grants</u>			
Integrated Highway	5,183	5,183	0
Highway Maintenance Grants	10,254	10,254	0
Highway Incentive Grants	2,135	2,135	0
	<b>17,572</b>	<b>17,572</b>	<b>0</b>
			0
<b>Total Expenditure</b>	<b>18,212</b>	<b>18,201</b>	<b>11</b>
<b><u>Income</u></b>			
Business Rates Retention Pilot	17,572	17,572	0
Government Grant	0	0	0
Funding Contribution from WECA	640	629	11
<b>Total Income</b>	<b>18,212</b>	<b>18,201</b>	<b>11</b>
<b>NET TOTAL – (Under) / Over Spent</b>	<b>0</b>	<b>0</b>	<b>0</b>

## APPENDIX 2

WECA Fund April to September 2020			
EXPENDITURE	Budget £'000s	Outturn £'000s	Variance £'000s
<b>Staff</b>			
Core Staff	4,896	4,866	(30)
ITA Team	892	839	(53)
Project Staff	1,300	1,593	293
<b>Total Staff</b>	<b>7,088</b>	<b>7,298</b>	<b>210</b>
<b>Supplies &amp; Services</b>			
Premises Services	464	351	(113)
Support Services	44	34	(10)
Supplies & Services	761	796	35
<b>Total Supplies &amp; Services</b>	<b>1,269</b>	<b>1,181</b>	<b>(88)</b>
<b>Project Spend</b>	<b>25,808</b>	<b>36,602</b>	<b>10,794</b>
<b>ICT Implementation</b>	<b>297</b>	<b>297</b>	<b>0</b>
<b>Transport Functions</b>			
Community Transport	1,621	1,621	0
Concessionary Fares	14,325	14,494	169
Bus Real Time Information	453	354	(99)
Supported Bus Services	2,743	6,772	4,029
Metrobus	226	85	(141)
Bus Information	149	236	87
TravelWest	61	11	(50)
Integrated Ticketing	247	229	(18)
<b>Total Transport Functions</b>	<b>19,825</b>	<b>23,802</b>	<b>3,977</b>
<b>Contribution to Mayoral Fund</b>	<b>640</b>	<b>629</b>	<b>(11)</b>
Overheads	(451)	(393)	58
Departmental Recharges	(1,644)	(1,730)	(86)
Payment to Reserves	204	204	0
<b>Total Expenditure</b>	<b>53,036</b>	<b>67,890</b>	<b>14,854</b>
<b>INCOME</b>			
Transport Levy	20,716	20,692	24
Supported Bus Services Government Grant	0	4,029	(4,029)
Business Rates Retention Pilot	1,200	797	403
Government Grants	17,055	19,009	(1,954)
Investment Fund Grant	13,045	21,659	(8,614)
Interest on Balances	1,020	1,720	(700)
Transfer from Reserves	0	813	(813)
<b>Total Income</b>	<b>53,036</b>	<b>68,719</b>	<b>(15,683)</b>
<b>NET TOTAL – (Under) / Over Spent</b>	<b>0</b>	<b>(829)</b>	<b>(829)</b>



## APPENDIX 3

### 3-year Revenue Forecast for Investment Funded Projects

	2020/21	2021/22	2022/23	Total
	<u>£000s</u>	<u>£000s</u>	<u>£000s</u>	<u>£000s</u>
<b>Investment Fund managed by WECA</b>				
Transport Integration – strategic capacity	204	273	273	750
Integrated Smart Ticketing	270	0	0	270
Strategic Park & Ride Outline Business Case	300	150	0	450
Bus Strategy	1,425	200	0	1,625
Regional Operations Capability	50	0	0	50
Strategic Rail Investment	150	100	0	250
Metrobus consolidation package	300	0	0	300
Local Walking and Cycling	75	0	0	75
Housing Infrastructure additional allocation	1,033	0	0	1,033
SDS/LTP Shared Evidence Base	2,000	0	0	2,000
Strategic Master-Planning development	75	75	75	225
Strategic Shared Planning	225	0	0	225
Strategic Master-planning North Fringe	400	90	0	490
Strategic Master-planning South West Fringe	250	225	0	475
Strategic Green Infrastructure	130	170	0	300
Future Bright extension of project	1,200	1,200	0	2,400
Workforce for the Future (WFTF)	1,167	1,300	1,000	3,467
WFTF European Match funding	1,167	1,300	1,000	3,467
Apprenticeship Levy Maximisation	80	0	0	80
Careers, Education, Info, Advice & Guidance CEIAG	35	0	0	35
Talent Institutes	8	0	0	8
LIS Productivity Challenge	1,334	721	669	2,724
Careers Hub and Enterprise Advisor Network	66	0	0	66
Cultural Strategy	14	0	0	14
Research & Innovation Challenge Fund	86	107	34	227
Visitor Economy / Regional Tourism	78	0	0	78
Energy Strategy Action Planning	120	130	0	250
<b>Sub Total:</b>	<b>12,242</b>	<b>6,041</b>	<b>3,051</b>	<b>21,334</b>

	2020/21	2021/22	2022/23	Total
	£000s	£000s	£000s	£000s
<b>Investment Fund managed through UAs</b>				
High Street Regeneration (initial revenue)	8,818	0	0	8,818
South Glos by-pass feasibility	181	0	0	181
Yate Urban Living Master-Planning	400	60	0	460
Bristol High Streets - Bedminster	230	0	0	230
B&NES High Streets - Pilot	122	0	0	122
SGC High Streets - Kingswood	148	0	0	148
Freezing Hill Lane: A420 to Bath	91	0	0	91
Temple Meads Masterplan	1,416	0	0	1,416
STEAM Centre SGS WISE	175	0	0	175
Realising Talent [NEET]	126	197	118	441
South Bristol Enterprise Support and Workspace	167	167	127	461
Working Well Institute	300	0	0	300
Manvers Street Regeneration	250	0	0	250
North Keynsham Master-planning	100	150	0	250
Charfield Station	986	72	0	1,058
Improving Access to Bath from the East	200	0	0	200
Bath Riverline	150	0	0	150
WE Work for Everyone	391	491	381	1,263
<b>WE Work for Everyone European Match</b>	391	491	381	1,263
Building Employment & Enterprise Skills	10	0	0	10
Local CEIAG Action Research	10	0	0	10
<b>Investment Fund managed through third parties</b>				
South West Institute of Future Technologies	262	162	0	424
Centre for Digital Engineering Tech & Innovation	1,830	2,720	450	5,000
<b>Sub Total:</b>	<b>16,754</b>	<b>4,510</b>	<b>1,456</b>	<b>22,720</b>



**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

**ITEM 15**

**4 December 2020**

**REPORT SUMMARY SHEET**

**INVESTMENT FUND**

## **Purpose**

To seek approval for feasibility, development and delivery funding, and for change requests for schemes within the current approved programme

## **Summary**

Proposals set out in this report include:

- Proposals for the use of the Investment Fund headroom and the Development Infrastructure Fund criteria.
- Funding allocations for a Housing and Regeneration Enabling Fund and for Masterplanning
- The Outline Business Case for the Hengrove Park development.
- The Strategic Outline Business Case for Charfield Station.
- £3.655m Future Transport Zones match funding.
- An allocation of £500k to match fund the Housing Enabling Fund bid through a One Public Estate 8 bid.
- An additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.
- The Full Business Case for the Chew Valley Lake Recreational Trail.
- Proposals to match fund a 5G Logistics bid.
- Delegation of the detailed use of the AEB Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

## **Impact of Covid-19 pandemic**

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Paragraph 28 of the report sets out the proposed use of the £9.395m funding allocated to drive Covid-19 economic recovery.
- More generally, supporting clean and inclusive economic growth is a key driver for the Investment Fund and all the projects within the programme will make a positive contribution to assisting the economic recovery.

- WECA will continue to review the deliverability, and priority, of its investment programme in response to Covid-19. Further updates will be provided through each committee cycle.

## **Recommendations**

Members of the Combined Authority Committee are asked:

1. To approve use of the Investment Fund headroom as set out in paragraph 7 and 8, and the Development Infrastructure Fund criteria set out in Appendix 2
2. To allocate £2m to the Housing and Regeneration Enabling Fund and to delegate the approval of the criteria and Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils
3. To allocate a further £2m to strategic masterplanning and to delegate the approval of Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils
4. To approve the Outline Business Case for Hengrove Park Enabling Works and allocate funding of £12m in the current programme, and earmark a further £7.8m post 22/23 to be confirmed at Full Business Case
5. To approve the Strategic Outline Business Case for Charfield Station and to delegate the approval of the Outline Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils subject to this remaining within the agreed budget.
6. To approve the revision to the Local Growth Assurance Framework set out in paragraph 15 and the approval of the £3.655m Future Transport Zones match funding.
7. To allocate £500k to match fund the Housing Enabling Fund bid through OPE8 and should the bid be successful to delegate the approval of the Feasibility and Development Funding application to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
8. To approve the award of an additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.
9. To approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of lands issues and planning conditions, the supply of a detailed programme and the confirmation of the final costs.
10. To approve the award of £179k to the 5G Logistics project subject to securing the DCMS funding.

11. To delegate the detailed use of the AEB Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
12. Approve the change requests for schemes within the current programme as set out in Appendix 3.
13. To amend the approved capital programme for individual project approvals agreed at the October Committee and within this report.

**Contact officer:** Malcolm Coe

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

**Email:** [Malcolm.Coe@westofengland-ca.gov.uk](mailto:Malcolm.Coe@westofengland-ca.gov.uk)

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## ITEM 15

**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY**

**DATE: 4 December 2020**

**REPORT TITLE: INVESTMENT FUND**

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

### **Purpose of Report**

1. To seek approval for feasibility, development and delivery funding, and for change requests for schemes within the current approved programme.

### **Impact of Covid-19 pandemic**

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Paragraph 28 of the report sets out the proposed use of the £9.395m funding allocated to drive Covid-19 economic recovery.
- More generally supporting clean and inclusive economic growth is a key driver for the Investment Fund and all the projects within the programme will make a positive contribution to assisting the economic recovery.
- WECA will continue to review the deliverability, and priority, of its investment programme in response to Covid-19. Further updates will be provided through each committee cycle.

### **Recommendations:**

#### **The Committee is asked:**

1. To approve use of the Investment Fund headroom as set out in paragraph 7 and 8, and the Development Infrastructure Fund criteria set out in Appendix 2
2. To allocate £2m to the Housing and Regeneration Enabling Fund and to delegate the approval of the criteria and Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils
3. To allocate a further £2m to strategic masterplanning and to delegate the approval of Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils

4. **To approve the Outline Business Case for Hengrove Park Enabling Works and allocate funding of £12m in the current programme, and earmark a further £7.8m post 22/23 to be confirmed at Full Business Case.**
5. **To approve the Strategic Outline Business Case for Charfield Station and to delegate the approval of the Outline Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils subject to this remaining within the agreed budget.**
6. **To approve the revision to the Local Growth Assurance Framework set out in paragraph 15 and the approval of the £3.655m Future Transport Zones match funding.**
7. **To allocate £500k to match fund the Housing Enabling Fund bid through OPE8 and should the bid be successful to delegate the approval of the Feasibility and Development Funding application to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.**
8. **To approve the award of an additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.**
9. **To approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of lands issues and planning conditions, the supply of a detailed programme and the confirmation of the final costs**
10. **To approve the award of £179k to the 5G Logistics project subject to securing the DCMS funding.**
11. **To delegate the detailed use of the AEB Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.**
12. **Approve the change requests for schemes within the current programme as set out in Appendix 3.**
13. **To amend the approved capital programme for individual project approvals agreed at the October Committee and within this report.**

## **Background**

2. In July the Committee considered a £350m investment programme to March 2023 spanning the Investment Fund/Transforming Cities Fund. This sits within the frame of the Capital Strategy report, approved in February 2019, which set out the planned approach for establishing a thematic 20-year programme aligned with regional priority outcomes and objectives as detailed within the published WECA Operating Framework.
3. The funding available through the Investment Fund and Transforming Cities Fund over the period to 22/23 totals £350m which includes a level of structured over programming. For each allocation and award, an allowance needs to be accounted for in terms of the subsequent costs for final delivery of the full scheme, referred to as the 'tail' which is based upon the current opinion of the most likely level of spend that will be incurred over the next four years.
4. A summary of all the approved and allocated funding across the Investment Fund and Transforming Cities Fund (TCF) is shown in Appendix 1 and is summarised in Figure 1. An update on the projects seeking funding is set out by theme in the sections below.



**Figure 1: Summary of Investment Programme to 2023 by Priority Theme**

	Funding Awards and Allocations £000s	
	Oct 2020	Dec 2020
<b><i>Transport Infrastructure</i></b>		
Approved Awards and Allocations	71,198	67,485
Associated 'tail' required to deliver all projects up to March 2023	50,477	47,445
Headroom	20,400	-
<b>Total Investment in Transport Infrastructure</b>	<b>142,075</b>	<b>114,930</b>
<b><i>Housing, High Streets and Green Infrastructure</i></b>		
Approved Awards and Allocations	50,820	87,513
Associated 'tail' required to deliver all projects up to March 2023	26,000	26,494
Headroom	11,800	-
<b>Total Investment in Housing Infrastructure</b>	<b>88,620</b>	<b>114,007</b>
<b><i>Business and Skills</i></b>		
Approved Awards and Allocations	79,891	80,070
Associated 'tail' required to deliver all projects up to March 2023	18,854	18,854
<b>Total Investment in Business and Skills Infrastructure</b>	<b>98,746</b>	<b>98,924</b>
<b><i>Opportunities and Challenges / Other</i></b>		
Funding put aside to respond to opportunities and challenges	<b>12,741</b>	<b>14,321</b>
Approved WECA set up, operating costs and elections up to 2023	<b>7,818</b>	<b>7,818</b>
<b>Total Investment Programme up to March 2023</b>	<b>350,000</b>	<b>350,000</b>

### Investment Fund Gateway Process

- The Investment Fund is subject to a 5-year Government Gateway review process against which the Combined Authority have to provide relevant evidence to successfully pass each Gateway in order to 'unlock' the funding for the next five years. The initial Gateway process will conclude by March 2021 to release funding for the period 21/22 -25/26 (£150m). Alongside the independent review of progress for Government, WECA have the opportunity to provide supporting information through a Complementary Report which sets out some of the broader context. This is shown in Appendix 7 and was submitted to Government in November.

### Review of Investment Fund Headroom

- When the £350m programme was approved in July 2019 it was recognised that this would need to be kept under review to see if changes within the programme provided headroom for the inclusion of new projects or the upscaling of existing project allocations. As reported in October, following a detailed review of the deliverability of the schemes within the programme **£32.2m** of funding largely within the project 'tails' was identified as available for reallocation. In some cases, this headroom has arisen from spend being carried forward into the 23/24 financial year and latest reports identify the balance for reallocation now stands at **£36.0m**.

These funds identified beyond 22/23 will need to be taken into consideration when prioritising the next medium-term financial planning period. This equates to £23.4m (including the LAF repayment for Bath Riverside) against the current funding allocation of £60m in extending the programme by a further 2 years (to 2024/25).

7. As reported in October it is proposed that £21m of this funding is used to create a Development Infrastructure Fund (DIF). This would build upon the model for the Land Acquisition Fund and could support both housing and economic development infrastructure with the aim that funds are repaid in whole or part depending upon the specifics of the application. The proposed criteria for the DIF are shown in Appendix 2. It is also planned to increase the allocation for the Land Acquisition Fund by £8m given this appears a valuable funding model.
8. It is further proposed that £3m of funding is earmarked to support Green Infrastructure proposals as discussed in paragraphs 20-21. It should be noted that at least £103m of the funding to 22/23 will need to be on transport projects in line with the TCF award for this period and the programme will need to be kept under review and managed to ensure this.

*Recommendation to approve use of the Investment Fund headroom as set out in paragraph 7 and 8, and the Development Infrastructure Fund criteria set out in Appendix 2*

9. To enable schemes to be developed to a point where they could be considered for DIF funding, or other funding opportunities, it is planned to establish a Housing and Regeneration Enabling Fund. This could benefit a number of emerging proposals across WECA which could have good fit with the DIF. This would align with the OPE8 application set out later in this report and the locations within the emerging Housing Delivery Plan. It is therefore proposed that £2m from the headroom is allocated to this Housing and Regeneration Enabling Fund with the approval of the criteria and specific applications to be delegated to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

*Recommendation to allocate £2m to the Housing and Regeneration Enabling Fund and to delegate the approval of the criteria and Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils*

10. In addition to these proposals, it is planned to use up to £2m of the headroom to support strategic masterplanning, with expected locations including Bath City Centre and Milsom Quarter, the East Fringe, Severnside, Somer Valley Enterprise Zone/Midsomer Norton and Parkway Station. To ensure these can progress at pace, it is proposed the approval of the specific applications be delegated to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

*Recommendation to allocate a further £2m to strategic masterplanning and to delegate the approval of Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils*

### **Hengrove Park Enabling Works**

11. An Outline Business Case has been submitted by Bristol City Council for Hengrove Park Enabling Works seeking to draw on the DIF. This would fund enabling infrastructure to support the delivery of the 1,435 new homes, 12,000m<sup>2</sup> of new employment, commercial/ retail, education and community space, and public park. The cost of the works is £19.8m of which it is intended that £5m is repaid to the DIF. Of these funds some £12m will be required by 22/23 and would draw on the available headroom, whilst the balance of £7.8m would be drawn down in 23/24-24/25. This proposal has been tested against the proposed DIF criteria and has

scored well (67% of the maximum score). A Full Business Case is expected next year once the delivery partner has been selected. The Scheme Assessment Summary Table is shown in Appendix 5 and the Outline Business case is published on the WECA [website](#)

*Recommendation to approve the Outline Business Case for Hengrove Park Enabling Works and allocate funding of £12m in the current programme, and earmark a further £7.8m post 22/23 to be confirmed at Full Business Case.*

## **Thematic Update**

### **Transport**

#### **Schemes in Development**

##### **Charfield Station**

12. Following the award of £1.2m for scheme development in February 2019, a Strategic Outline Business Case has been submitted by South Gloucestershire Council for Charfield Station. This would involve the delivery of a new station on the Bristol to Gloucester rail line which it is anticipated would be served by one train per hour in each direction as part of the planned MetroWest Phase 2 extension to Gloucester service, and/or the existing hourly service connecting Weymouth to Great Malvern. The station would provide access to the rail network for a catchment of up to 14,500 residents within a 5km radius, and for those travelling from further afield, a 120-space car park will be provided, as well as disabled parking and drop-off facilities. The scheme will now progress to Outline Business Case and to enable this to continue to progress it is recommended that the approval of this Business Case is delegated to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

*Recommendation to approve the Strategic Outline Business Case for Charfield Station and to delegate the approval of the Outline Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils subject to this remaining within the agreed budget.*

##### **West of England Station Enhancements Project**

13. As reported to the Committee in March, WECA submitted a successful bid to the Department for Transport's (DfT's) Access for All Mid-Tier Programme for the West of England Station Enhancements project. This was for a package of measures for local stations across the West of England rail network focusing on improvements to wayfinding to and from and within the stations, seating, branding and shelters. The stations included were Freshford, Lawrence Hill, Nailsea & Backwell, Parson Street, Patchway, Severn Beach, Stapleton Road and Yate. The total project cost is £1.1m with the Access for All bid for £548,000 and a call of up to £552,000 of match funding through the Investment Fund subject to business case.
14. As included in item 11 on this agenda, owing to urgency, the approval of the Full Business is delegated to the Combined Authority Chief Executive in consultation with the Chief Executives of the Constituent Councils.

#### **Schemes in Delivery**

##### **Future Transport Zones**

15. At the WECA Committee in October 2019 an allocation of up to £3.9m, subject to business case, was approved to provide match funding for a Future Transport Zones bid to DfT. The

bid was successful and £24.366m was awarded by DfT requiring match of £3.655m from the Investment Fund. To avoid any duplication of approval process, the following amendment to the Local Growth Assurance Framework is proposed:

*'Where 50% or more of the funding for a project has been awarded by a Government department or Homes England through a specific funding application which gives final funding approval for delivery (equivalent to a Full Business Case), a separate business case may not necessarily be required to access match funding through the funds in scope of this framework. In such cases it may be assumed that the business case and value money will already have been suitably established by the external funder as part of the funding award.'*

*'Where this applies, funding applications will be published and suitable Monitoring and Evaluation arrangements will be put in place to ensure the needs of both the external funder and WECA are met (see section 4 on Monitoring and Evaluation). Match funding awards for streams in the scope of this framework will be approved by the WECA or Joint Committee.'*

16. In line with requirements for substantive changes this to the Assurance Framework this proposal has been agreed by MHCLG. Subject to the agreement of this change the Future Transport Zones match funding can therefore be confirmed. A Monitoring and Evaluation Plan was produced as part of the [bid submission](#) which is to be updated and refined. The DfT funding of £24.366m has been included in the capital programme as shown in Appendix 4.

*Recommendation to approve the revision to the Local Growth Assurance Framework set out in paragraph 15 and the approval of the £3.655m Future Transport Zones match funding*

### **Emergency Active Travel Fund**

17. As part of the £2 billion package announced to support walking, cycling and public transport, the Government allocated £250m to an Emergency Active Travel Fund focused on measures which could be implemented swiftly and would help ease the pressure on public transport. To enable work on these walking and cycling schemes to progress at pace, at the WECA Committee in June £3m was underwritten by the Investment Fund Opportunities and Challenges allocation to be repaid by the DfT grant when this is received.
18. An initial award of £741k from DfT was confirmed in June. Following this a bid was submitted by WECA to DfT for Tranche 2 of the Fund and in November we were advised that we have been awarded £2.964m. This removes the need for any cashflowing from the Investment Fund returning these funds to the Opportunities and Challenges allocation.

## **Housing, High Streets and Green Infrastructure**

### ***Feasibility Studies***

#### **Housing Enabling Fund**

19. Through the One Public Estate round 8 (OPE8) £10m of revenue funding is available nationally to deliver capital receipts, reduced running costs, increased jobs and homes (of which £2m is on a recyclable basis). The deadline for bid submissions was 12 November 2020.
20. On this basis, a bid to OPE8 has been submitted by WECA for £1.171m (including £250k sustainable "repayable" grant) to establish a Housing Enabling Fund to bring sites forward for delivery over the next 5-10 years, on the basis of £500k match funding being provided from the Investment Fund. The fund will be recyclable, and an element of the OPE8 funding will be repayable.

21. If successful, the Councils (and potentially other partners) will be able to draw on the funding for enabling work such as site referencing, surveys and other activities to take the site to planning approval. It could also be used to understand viability and infrastructure requirements and to identify the capital shortfall on a project, but not for capital costs themselves. This would complement arrangements in place for the Land Acquisition Fund and Development Infrastructure Fund (see paragraph 7). The funding can be accommodated within the allocation for Opportunities and Challenges given it seeks to attract further investment into the region.

*Recommendation to allocate £500k to match fund the Housing Enabling Fund bid through OPE8 and should the bid be successful to delegate the approval of the Feasibility and Development Funding application to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.*

### **Spatial Development Strategy/Local Transport Plan Evidence Base**

22. In June this year the Committee approved £2m, above an initial award of £250k, to progress the preliminary work required on the evidence base to inform the Spatial Development Strategy (SDS), including procurement of a new transport model for the sub-region. It was recognised that this would be an initial funding ask, and the costs for the full scope of the work have now been established. A further £2.5m is therefore sought, £1.5m of which is needed in order to progress the next key phases of work including plan preparation, consultation and examination stages together with anticipated examination inspector and venue costs. These funds would also enable the development of the new West of England Regional Transport Model and the Transport Assessment Framework for the SDS (£1m). These funds can be accommodated within existing 'tails' of funding.
23. As was previously reported to the Joint Committee, the timetable for the SDS has been under review. The revised timetable, endorsed by the Planning and Housing Board, makes provision for more time to plan preparation, delaying consultation to Autumn 2021, but retaining submission to the Secretary of State in Spring 2022, enabling an Inspectors' report to be expected early 2023 and publication (adoption) as soon as possible thereafter. This is in line with the end date of the original programme, enabling Local Plans to be submitted and subject to examination (and potentially adoption) in 2023 as previously.

*Recommendation to approve the award of an additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.*

### **Scheme in Delivery**

#### **Chew Valley Lake Recreational Trail**

24. Following the endorsement of the [Joint Green Infrastructure Strategy](#) (JGIS), at the WECA Committee in June £300,000 has been awarded to support the development of Full Business Cases for Strategic Green Infrastructure (GI) projects. The West of England Green Infrastructure Working Group (including officers from WECA, the 4 Unitary Authorities, Natural England, Environment Agency, West of England Nature Partnership and Bristol Avon Catchment Partnership), have been working to develop a pipeline of GI programmes within the West of England. This work currently includes 7 programmes of regional significance, that align with delivering the objectives of the JGIS and support a regional approach to protecting and enhancing the natural environment in line with the principles set within the Environment Bill.

25. As reported to the Committee in October three programme areas have been identified upon which the funding will be utilised to develop discrete project business cases. These are:
- **WaterSpace/Avon Corridor:** A programme of work to the green spaces and rights of way along the River Avon and Bristol Harbour corridor between Bitton and Avon Gorge. Works include the Summerdale footbridge at Hanham Lock, upgrading paths and improving access links.
  - **AONB Link:** This landscape programme is to deliver on the benefits and options of achieving links between the Cotswolds and Mendip Hills AONBs (Areas of Outstanding Natural Beauty) for wildlife and people. As the approach is developed it will deliver increased public access, wildlife connectivity, community engagement, sustainable water management and support land-use planning and land management decisions.
  - **Common Connections:** This will deliver a rich GI landscape that protects key natural heritage in the east fringe in South Gloucestershire and provide better quality, better connected and better accessed GI for people and wildlife.
26. The first of these Full Business Cases, for the Chew Valley Lake Recreational Trail, has been submitted by B&NES seeking £1.006m from the Investment Fund towards the £1.607m project cost. The project would deliver the northern section of the trail which will enable a full circular route around the lake for walkers with significant all-purpose surface sections suitable for wheel bound users and cyclists. The project will enable greater access to natural green space, benefitting residents and tourists, and will protect the landscape character, habitat and wildlife that has national and international designation status. This project would draw upon the allocation for Strategic Green Infrastructure projects as set out in paragraph 8. The Scheme Assessment Summary Table is shown in Appendix 6 and the Full Business case is published on the WECA [website](#).

*Recommendation to approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of lands issues and planning conditions, the supply of a detailed programme and the confirmation of the final costs.*

27. The GIWG will continue to develop the JGIS Pipeline, working closely with partners to consider future funding opportunities for a range of GI programmes and projects.

### **Schemes in Delivery**

## **Business and Skills**

### **Regional Recovery Taskforce Recovery fund**

28. At the WECA Committee in October it was agreed to allocate £9.395m to support West of England businesses during the early phase of economic recovery advised by the Covid-19 Economic Recovery Taskforce and 8 programme elements which would fall within this funding were identified. The approval of business cases for these interventions was delegated to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils. A number of business cases are in development for these programmes and an update on the approvals made through the granted delegation will be provided to the Committee in January.

### **5G Logistics**

29. WECA has submitted a bid for funding from the Department of Culture Media and Sport (DCMS) for the 5G logistics project which will demonstrate how 5G can support the delivery of improved transport management in and around Bristol Port. It will also establish how 5G capabilities can help the development of smart Freeports in the future as well as make existing



port operations more efficient. The DCMS award would meet 50% of WECA's own costs in managing and delivering the project, with the other 50% (£179k) required as match funding. The bulk of the £5m project expenditure will be made by the 12 other consortium partners, including SMEs and large companies, with DCMS providing the full £3m of grant.

30. In line with the revision to the Local Growth Assurance Framework set out in paragraph 15, it is recommended subject to this bid being successful this match funding is approved which would be drawn from the Opportunities and Challenges allocation. A Monitoring and Evaluation Plan would be required.

*Recommendation to approve the award of £179k to the 5G Logistics project subject to securing the DCMS funding*

### **Adult Education Budget (AEB) - Covid-19 Skills Recovery Package**

31. In addition to the £102,600 to fund activity which supports the National Retraining Scheme reported to Committee in October, WECA has been granted an additional £622,573 of funding in relation to AEB for use within the 2020/21 academic year. This funding forms part of the Covid-19 Skills Recovery Package and wider government plans to protect, support and create jobs and in turn boost the economy. WECA will utilise this funding for the purpose for which it was intended.

*Recommendation to delegate the detailed use of the AEB Covid-19 Skills Recovery Package and grant giving to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.*

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

32. The WECA Committee agreed to delegate approval of changes within stated tolerances for schemes within the approved Investment Fund programme to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils. The changes which fall outside of these tolerances and require a Committee decision are set out in Appendix 3.

*Recommendation to approve the change requests for schemes within the current programme set out in Appendix 3.*

### **Capital Monitor**

33. The budget forecast for the WECA and Mayoral capital programme is summarised in Appendix 4 which shows the budget profile and outturn expenditure incurred this year.

*Recommendation to amend the approved capital programme for individual project approvals agreed at the October Committee and within this report.*

### **Consultation**

34. Engagement has taken place with officers in the West of England Combined Authority Constituent Unitary Authorities. Section 151 Officers across the region have been fully engaged as have the Chief Executive Officers in helping to inform the prioritised projects for investment.

### **Other Options Considered**

35. All Business Case and Change Requests are required to set out in detail the full range of options considered and the reason the preferred option has been identified.

### **Risk Management/Assessment**

36. Specific risk assessments will be carried out as part of any feasibility studies for projects in development and business cases are required to set out the way that risks will be managed and a risk register. All projects underway will maintain a specific risk register as part of the project management and monitoring arrangements.
37. Financial risks are managed through the process for considering cost increases set out in the WECA Investment Strategy and the overall Investment Fund and Transforming Cities Fund programme will be regularly reviewed.

### **Public Sector Equality Duties**

38. 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.
39. 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.
40. 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.
41. For projects seeking funding through the Investment Fund scheme promoters are required to include as part of their Full Business Case, an equality and diversity assessment and plan. These assessments are published as part of the Business Case on the WECA website.

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

42. The financial implications for each proposal are set out in the body of the report. The Investment Fund allocations and awards are accommodated within the overall spending limit of £350m available up to March 2023.
43. The WECA statutory finance officer will determine the appropriate use and apportionment of funding between the Transforming Cities Fund and Investment Fund within the overall funding available.
44. Supporting economic growth is central to this funding stream, and promoters are required to include an economic case within the FBC for each scheme which sets out how the project



will create jobs and GVA growth as well as delivering wider benefits. In line with agreed processes these FBCs are published on the WECA website at the point of decision making.

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

### **Legal Implications**

45. There are no additional legal implications arising from this report. Legality will be verified for individual projects through relevant due diligence prior to approving formal allocations.

Advice given by: Shahzia Daya, Monitoring Officer, WECA

### **Climate Change Implications**

46. On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/ consideration as necessary as part of their detailed project-specific management arrangements.

47. Each business case coming forward for decision on inclusion in the Investment Fund programme includes consideration of environmental sustainability which sets out how sustainability is being considered in the development of the project as well as during its operational stage.

### **Land /Property Implications**

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

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

### **Human Resources Implications**

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

## Appendices

Appendix 1: Investment Fund Programme

Appendix 2: Proposed Development Infrastructure Fund Criteria

Appendix 3: Change Requests for Schemes within the Current Programme

Appendix 4: Capital budget Forecast for 2020/21

Appendix 5: Hengrove Park Enabling Infrastructure Assessment Summary Table

Appendix 6: Chew Valley Lake Recreational Trail Assessment Summary Table

Appendix 7: Investment Fund Complementary Report

### **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 on 07436 600313; or by email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

**Appendix 1****Transport Infrastructure Projects – Awards and Allocations (£000s)**

	To 22/23		23/24+
	Oct 2020	Dec 2020	
<b>Feasibility Studies</b>			
A420 to Bath Highway Improvements	200	200	-
Bristol Temple Meads Masterplan	2,000	2,000	-
Winterbourne/Frampton Cotterell Bypass and Coalpit Heath/Westerleigh Bypass Study	413	413	-
Regional Operations Capability – Phase 1	75	75	-
Strategic Rail Investment	250	250	-
Improving Access to Bath from the East	200	200	-
Access for All – Step Free Access Study	100	100	-
<b>Business Case Development</b>			
WECA Housing Growth Mitigation Outline Business Cases	1,600	1,600	-
Hicks Gate Roundabout	460	460	-
MetroWest Phase 2	7,415	7,415	3,648
Charfield Station	1,200	1,200	-
Yate A432 Park and Ride	300	300	-
Strategic Park & Ride	500	500	-
MetroWest Phase 1	5,860	5,860	-
Mass Transit	1,500	1,500	-
Integrated Smart Ticketing	300	300	-
Local Cycling & Walking Infrastructure	1,100	1,100	-
Metrobus Consolidation	300	300	-
Manvers Street Regeneration	250	250	-
Bus Strategy Infrastructure Programme	1,700	1,700	-
West of England Station Enhancements Project	552	552	-
<b>Schemes in Delivery</b>			
Real Time Information System Upgrade	559	559	-
Cribbs Patchway Cycle Links	3,306	3,306	-
Cribbs Patchway MetroBus Extension	22,151	22,151	-
Integrated Transport Authority Functions	1,000	1,000	-
On-Bus Contactless Bank Card Payment	416	416	-
Great Stoke Roundabout Improvements	2,909	2,909	-
Wraxall Road Roundabout Improvements	6,887	6,887	-
Emergency Active Travel Fund	2,259	-	-
Future Transport Zone*	3,655	2,201	1,454

<b>Completed Projects</b>	<b>1,781</b>	<b>1,781</b>	<b>-</b>
<b>Total of all Awards and Allocations:</b>	<b>71,198</b>	<b>67,485</b>	<b>5,102</b>
<b>Associated 'Tail' for Approved Schemes in Development</b>	<b>50,477</b>	<b>47,445</b>	<b>10,000</b>
<b>Headroom</b>	<b>20,400</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>142,075</b>	<b>114,930</b>	<b>15,102</b>

Note: \* Excludes DfT funding of £24.366m

**Housing, High Streets and Green Infrastructure Projects – Awards and Allocations  
(£000s)**

	To 22/23		23/24+
	Oct 20	Dec 20	
<b>Feasibility Studies</b>			
B&NES Pilot High Streets Programme	280	280	-
Bedminster High Street Improvement	275	275	-
Kingswood High Street Improvements	268	268	-
Modern Methods of Construction Pilots/Trials	150	150	-
Strategic Planning Shared Evidence Base	2,250	4,437	313
OPE8 Housing Enabling Fund	-	500	-
<b>Business Case Development</b>			
HIF OBC – Bristol Temple Meads to Keynsham	2,700	2,700	-
Bristol Temple Meads Eastern Entrance	2,500	2,500	-
Masterplanning: Yate Urban Living Opportunity Area	500	500	-
Masterplanning: business case development	275	275	-
Masterplanning: North Fringe of Bristol	500	500	-
Masterplanning: South West Bristol	500	500	-
Masterplanning: Brislington and North Keynsham	250	250	-
Green Infrastructure	300	300	-
<b>Schemes in Delivery</b>			
Lockleaze Sustainable Transport Improvements	3,915	3,915	-
Whitfield Tabernacle Stabilisation Works	682	682	-
Keynsham Town Centre Improvement	425	425	-
Chew Valley Lake Recreational Trail	-	1,006	-
<b>Allocations</b>			
Love Our High Streets	8,070	8,070	-
Land Acquisition Fund	7,883	15,883	- 8,297
Bristol to Bath A4 Strategic Corridor	10,000	10,000	11,800
Hengrove Park Enabling Works	-	12,000	-
Development Infrastructure Fund	-	9,000	-
Housing and Regeneration Enabling Fund	-	2,000	-
Strategic Masterplanning	-	2,000	-
<b>Completed Projects</b>	<b>9,097</b>	<b>9,097</b>	<b>-</b>

<b>Total of all Awards and Allocations:</b>	<b>50,820</b>	<b>87,513</b>	<b>3,816</b>
<b>Associated 'Tail' for Approved Schemes in Development</b>	<b>26,000</b>	<b>26,494</b>	<b>-</b>
<b>Headroom</b>	<b>11,800</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>88,620</b>	<b>114,007</b>	<b>3,816</b>

**Business and Skills Projects – Awards and Allocations (£000s)**

	To 22/23		23/24+
	Oct 20	Dec 20	
<b>Feasibility Studies</b>			
Talent Institutes	100	100	-
Visitor Economy/Regional Tourism	100	100	-
Cultural Strategy	50	50	-
CEIAG Research and Improvement Project	50	50	-
Building Employment and Enterprise Skills	20	20	-
Local CEIAG Action Research Activities	20	20	-
Apprenticeship Levy Maximisation	100	-	-
5G Logistics	-	179	-
<b>Business Case Development</b>			
Hospitality & Catering Education Centre	195	195	-
STEAM Centre SGS WISE	590	590	-
Somer Valley Enterprise Zone and Infrastructure	1,026	1,026	-
Bath Riverline	150	150	-
Quantum Technologies Innovation Centre+	33,974	33,974	1,000
Energy Strategy Action Planning / Climate Change Planning	250	250	-
I-START	350	350	-
Driving the Covid-19 Economic Recovery	9,395	9,395	-
<b>Schemes in Delivery</b>			
Realising Talent	499	499	-
South West Institute of Future Technology	500	500	-
Research & Innovation Challenge Fund	226	226	16
Workforce for the Future	3,600	3,700	400
WE Work for Everyone	1,300	1,300	-
Future Bright Plus	2,700	2,700	900
South Bristol Enterprise Support	483	483	-
Centre for Digital Engineering Technology & Innovation	5,000	5,000	-
LIS Productivity Challenge Delivery Programme	2,737	2,737	-
Careers Hub and Enterprise Adviser Network	174	174	-
South Bristol Workspace	2,064	2,064	636
Reboot West	451	451	269

<b>Allocations</b>			
Business and Skills allocation to be programmed up to 2023	13,575	13,575	-
<b>Completed Projects</b>	<b>212</b>	<b>212</b>	<b>-</b>
<b>Total of all Awards and Allocations:</b>	<b>79,891</b>	<b>80,070</b>	<b>3,221</b>
<b>Associated Tail for Schemes in Development</b>	<b>18,854</b>	<b>18,854</b>	<b>1,250</b>
<b>Total</b>	<b>98,746</b>	<b>98,924</b>	<b>4,471</b>



## Appendix 2

### Proposed Development Infrastructure Fund Criteria

#### Gateway stage

First stage entry criteria - must score Y in all categories to pass initial gateway	Explanation
Clear viability gap and improved likelihood of delivery with public sector intervention	The UA must provide a narrative setting out the case for the funding intervention, i.e. explaining why the site is unviable and how it can be delivered with the grant funding bid. The intention is that opportunities to use other forms of public subsidy are exhausted and/or packaged together with DIF funding. Funding is for both viability gaps and acceleration i.e. where the market will not deliver or will not deliver at a satisfactory pace.
State Aid compliant	There must be specific sign-off that the proposal is state-aid compliant by the Head of Legal of the applicant UA and WECA
Total funding sought must be <£10M (i.e. both sunk grant and repayable elements)	WECA contribution would normally be capped to £10M. Any higher bids must be genuinely exceptional and must address strategic, regional priorities. The DIF can be combined with other public funding in a comprehensive package.
Green book-compliant viability assessment provided	Applications encouraged at an early stage when a full viability assessment may not be available. Potential options: 1) sites where it is likely there will be a viability gap - outline assessment to understand the likely gap - in house basic demand and need study proportionate to scale of development 2) High-level assessment acceptable at OBC stage 3) Detailed assessment required at FBC stage.
Commitment to repay the DIF in whole or part	'Sunk' grant element to be capped to £15K per unit and repayable grant available on top or separately, i.e. both types of grant are available, however there must be commitment to repay an element of the grant. The UA is to set out the proposed mechanism for repayment and/or sharing of risk and reward. Specific conditions to be agreed in the Grant Agreement. Match funding taken into account in detailed scoring.
Strategic Fit: SDS, LIS, Investment Strategy, OPE or other strategic programmes, economic recovery	UA to provide written submission for WECA sign-off. Aligned with a priority location in the WECA Housing Delivery Strategy (HDS)
1) Housing schemes - minimum threshold 50 units 2) Employment - minimum 500m2 floorspace	Housing site threshold - the Fund is aimed at larger opportunities in line with the LAF and HDS, and there is an option to accept a lower number Employment – need to allow for smaller schemes e.g. town centre restructuring
Full Local Plan policy compliance including Affordable Housing	This is an absolute requirement on housing schemes aligned to UA planning policy, unless planning consent already in place for a lower % after viability assessment. Funding can be used to meet viability gap where full AH not achievable by increasing to full policy compliance.

<p>Additional criterion for housing projects: Requirement that the Fund delivers at least one additional key benefit</p>	<p>Capable of delivering additionality that would not otherwise be delivered by the market against at least one of the following criteria:</p> <ul style="list-style-type: none"> <li>• Additional affordable housing</li> <li>• Additional adaptable or accessible housing</li> <li>• Improved Private Rented Sector housing</li> <li>• Improved sustainability</li> <li>• Flagship site for new technologies (MMC or other)</li> <li>• Site is suitable for community-led housing and/or low cost/high quality self-build development.</li> <li>• Outstanding design</li> <li>• Carbon reduction</li> </ul>
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### Detailed assessment stage

Detailed scoring	Score 0-3	Weighting	Explanation
Leverage	1) DIF requirement is 50% plus of total public funding from all sources 2) 25-50% 3) below 25%	1	What is the mix of public sector sources in place to deliver the project? The objective is to line up additional partner funding and use it most effectively - e.g. may be able to use DIF where other funding such as the Homes England SHIF cannot be used. UA land contributed at nil or discounted value is part of the overall public funding.
Delivery timescales - housing	Start on site (from date of award): 3 - 0-2 years. 2 - 3-5-years. 1 - 6 years +	2	
Delivery timescales - housing	Completion (from date of award): 3 - 1-3 years. 2 - 4-6 years. 1 - 7 years +	2	
delivery timescales - employment	Start on site (from date of award): 3 - 0-2 years. 2 - 3-5-years. 1 - 6 years +	2	
delivery timescales - employment	Completion (from date of award): 3 - 1-3 years. 2 - 4-6 years. 1 - 7 years +	2	
Homes delivered	3 - 299+ 2 - 150 - 299 1 - 50 149	2	
employment space	3 - 10,000m <sup>2</sup> + 2 - 5,000m <sup>2</sup> - 9,999m <sup>2</sup> 1 - 500m <sup>2</sup> - 4,999m <sup>2</sup>	2	Can be multiple units
VFM - housing delivery (based on sunk grant only)	3 - <£9.99K per unit 2 - £10K - £14.99K 1 - £15K	2	This relates to any grant requirement which is unlikely to be repayable, i.e. 'sunk' grant. Repayable grant is available on top and is assessed separately.
VFM - employment space	3 - <£9.99K per 2,000 sqm 2 - £10K - £14.99K per 2,000 sqm 1 - £15K per 2,000 sqm	2	A maximum of £15k will be awarded for every 2,000 sqm of floor space delivered.

Proportion of total funding (sunk and repayable) to be repaid	3) 75% plus 2) 75% - 50% 1) up to 49%	1	What % of the total funding is due to be repaid?
Timing of completion of repayment	3) within 3 years of start on site 2) 3 - 7 years 1) over 7 years	1	How long after funding award will repayment be made?
Is the site an agreed priority location?	3) top 3 sites 2) sites 4-8 1) sites 9-15	2	How does the site fit with the pipeline of sites to be put in place with priorities agreed by WECA, UAs, Homes England and delivery partners?
Wider quantitative and qualitative benefits	Subjective score - 1-3	3	UA to provide narrative for assessment of whether a compelling case (2,000 word limit). Issues to cover: <ul style="list-style-type: none"> <li>• Density</li> <li>• Brownfield site</li> <li>• Economic/job impact</li> <li>• Quality</li> <li>• Innovation or pilot - incl MMC</li> <li>• Opportunity cost/risk</li> <li>• Carbon reduction</li> <li>• Green infrastructure</li> <li>• Diversity and inclusion</li> <li>• Social value i.e. access to opportunity</li> <li>• Other benefits such health, education, inequality, addressing deprivation</li> </ul>

## Appendix 3

### Change Requests for Schemes within the Current Programme

- **Workforce for the Future** - transfer into the programme the £100k of funding which had been awarded for work on maximising the apprenticeship levy which is to be delivered as part of this programme. [Revised profile £133k 19/20, £1.167m 20/21, £1.4m 21/22, £1m 22/23 and £400k 23/24, total £4.1m]
- **Bath River Line** – delays to Pulteney Weir Public realm design and costing (4 months), Green space and path design and consultation (5 months) and Full Business Case submission (3 months).
- **Charfield Rail Station**  
**Milestones** – Delay to milestone approval for Construction Drawings of 9 months.  
**Cost** – Reprofile £492k from 20/21 to 21/22 [Revised profile £142k 19/20, £494k 20/21 and £564k 21/22 total £1.2m]
- **Hicks Gate Roundabout** - reprofiling £73k from 20/21 to 21/22 [Revised profile £1k 17/18, £57k 18/19, £246k 19/20, £83k 20/21 and £73k 21/22, total £460k]
- **Bath Riverside** – delays of 2-9 months to a number of interim milestones and of 12 months for site ready for housing starts.
- **Somer Valley Enterprise Zone** - reprofiling of £341k of public match capital from 20/21 to 21/22
- **Cribbs Patchway New Neighbourhood Cycle Links** - inclusion of the implementation of cycle lane improvements on Southmead Road as an additional package element to utilise projected project underspend of £600k. Additional milestones included for this element including completion in November 2021
- **Regional Tourism** - reprofiling £10k from 19/20 to 20/21 [Revised profile £80k 20/21]

## Appendix 4

## WECA and Mayoral Capital Programme

	20/21	20/21	21/22	22/23+
	Profile	Spend	Profile	Profile
	£'000	£'000	£'000	£'000
WECA Capital				
Scheme Prioritisation (Monitoring and Evaluation Framework)		0		
Transport Scheme Business Case Development (WECA Oct 17) *	3,860	331	503	0
Real Time Information (WECA Oct 2018)		0		
Housing Land Acquisition Fund (Bath Riverside)		0		
Metrowest phase 1		0		5,860
Cribbs Patchway Metrobus Extension	7,213	1,863		
CPNN Cycle Links (post FBC/ Delivery)	2,321	179	460	
On Bus Contactless Payment	97	64		
Great Stoke Roundabout Improvements	1,956	360	58	30
Wraxall Road	1,131	23	4,038	30
Quantum Technologies Innovation Centre+	12,795	0	12,979	9,200
Centre for Digital Engineering Technology & Innovation (£4.65m revenue, £0.35m capital, their profiles tbc)		0		
Whitfield Tabernacle Kingswood (Love Our High Streets)	345	0	337	
Keynsham Town Centre		0	425	
Research and Challenge Innovation Fund (£242k, Rev/Cap split tbc)				
Unlocking Lockleaze Development Delivery	3,006			
	<b>32,724</b>	<b>2,820</b>	<b>18,800</b>	<b>15,120</b>
WECA Capital – other				
FTZ DfT funding to the capital programme	905	0	8,340	15,120
5G Smart Tourism		0		
IT and Building Alterations		0		
	<b>905</b>	<b>0</b>	<b>8,340</b>	<b>15,120</b>
Mayoral Capital				
Highways and Transport Grants	17,572	8,786	17,572	17,572
Pothole Action Fund Grant	8,519	0		
	<b>26,091</b>	<b>8,786</b>	<b>17,572</b>	<b>17,572</b>
<b>Grand Total</b>	<b>59,720</b>	<b>11,606</b>	<b>44,712</b>	<b>47,812</b>


## Appendix 5 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	Hengrove Park Enabling Works	<b>Strategic Case</b>	<p>Hengrove Park, a strategically important housing-led development on council-owned land in South Bristol which will deliver up to 1,435 new homes of which 30% will be affordable housing. The redevelopment will also deliver a 26-hectare new public park, plus new community, employment and educational facilities.</p> <p>Bristol City Council have a long-term objective to transform South Bristol by creating defined areas of regeneration as well as wholesale improvements across the wider area. South Bristol has been identified in the Bristol Core Strategy as an area that will be a 'primary focus for development and comprehensive regeneration'.</p> <p>The Site is allocated within the Site Allocations and Development Management Local Plan and aligns with the Councils Corporate Strategy.</p> <p>The funding would deliver a package of enabling infrastructure to support the development and help accelerate its delivery.</p>	<b>Funding Source(s)</b>	Investment Fund
<b>Scheme Promoter</b>	Bristol City Council	<b>State Aid</b>	BCC advise that the funding will not constitute State Aid as the Council are not acting as an economic undertaking but rather in furtherance of a public function. WECA accepts this noting the risk of challenge sits with the City Council	<b>Approval Requested</b>	Outline Business Case

<b>Date of Submission</b>	4/11/20	<b>Economic Case and Value for Money</b>	<p>The estimates of potential economic impacts that could be generated through the proposed development are presented in NPV terms over the 25-year appraisal period, adopting a 3.5% discount rate and factoring optimism bias. This presents £452m of benefits at the West of England level which when compared to the costs of £208m gives a BCR of 2.2:1.</p> <p>For the non-residential uses it is forecast that 511 net jobs will be created at a cost per job of some £27,000, with a public sector cost per dwelling some £10,300.</p> <p>A letter has been provided by the BCC s151 officer confirming approval of the business case and the value for money statement.</p>	<b>Grant Award</b>	To be confirmed at Full Business Case
<b>Funding Requested</b>	£19.8m (profiled £5.43m 21/22, £6.52m 22/23, £4.21m 23/24 and £3.64m 24/25)				
<b>Total Scheme Cost</b>	£19.8 for site wide infrastructure	<b>Risk</b>	<p>A contingency allowance has been included in the costings.</p> <p>A risk register has been provided which includes 12 strategic risks. This should be developed as the project progresses to include the detailed and specific risks related to the delivery of the project and its outputs.</p> <p>The Council have committed to repay £5m of the funding plus a share of any overage, with repayment commencing in 2026.</p>	<b>Grant Recipient</b>	BCC
<b>Match Funding %</b>	0% (of public sector cost)	<b>Delivery</b>	<p>The Council has secured an Outline Planning Consent for the site. The land is in Council ownership and they are seeking vacant possession from a number of existing users who currently hold leases from the Council.</p> <p>The City Council will enter into a Development Agreement with a selected Delivery Partner procured through a tender process which is anticipated to be complete by August 2021.</p>	<b>Payment Basis</b>	Quarterly in arrears on defrayed expenditure

<b><i>Scheme Description</i></b>	<b><i>Recommendation to WECA Committee</i></b>	Approval of the Outline Business Case
<p>The project would enable the delivery of Hengrove Park providing:</p> <ul style="list-style-type: none"> <li>• Up to 1,435 new homes, minimum 30% (some 340) affordable</li> <li>• 22.2-hectare new public park, 4.4 hectares other public open space</li> <li>• 12,000 m<sup>2</sup> new employment, commercial/ retail, education and community space</li> <li>• New sports pitches and sport pavilion building</li> <li>• Provision of an energy centre for communal heat and power</li> </ul>	<b><i>Conditions of Approval</i></b>	None

**Record of Approval**

<b><i>WECA S73 Officer</i></b>		<b><i>Joint Committee</i></b>	
<b><i>Name</i></b>	Malcolm Coe	<b><i>Date of Meeting</i></b>	4 December 2020
<b><i>Date</i></b>	20 November 2020	<b><i>Decision</i></b>	
<b><i>Signature</i></b>			



## Appendix 6 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	<b>Chew Valley Lake Recreational Trail</b>	<b>Strategic Case</b>	<p>The Chew Valley Lake Recreational Trail project is part of the West of England Joint Green Infrastructure Strategy (JGIS) AONB Link Programme (Cotswolds to Mendip Hills AONBs).</p> <p>The project would deliver the northern section of the trail which will enable a full circular route around the lake for walkers with significant all-purpose surface sections suitable for wheel bound users and cyclists.</p> <p>The project aims to enable greater access to natural green space, benefitting residents and tourists, and will protect the landscape character, habitat and wildlife that has national and international designation status (Special Protection Area and Site of Special Scientific Interest).</p> <p>The project aims to increase cycling and walking opportunities as part of improved and new green active travel network, and other sustainable leisure activities.</p>	<b>Funding Source(s)</b>	Investment Fund
<b>Scheme Promoter</b>	Bath & North East Somerset Council	<b>State Aid</b>	The scheme will provide open access infrastructure.	<b>Approval Requested</b>	Full Business Case


<b>Date of Submission</b>	25/9/20	<b>Economic Case and Value for Money</b>	It is forecast that the creation of the route around the lake will support local rural businesses and tourism by delivering a more attractive and accessible multifunctional trail for visitors and that this will create 5 full time jobs once the full trail is completed.	<b>Grant Award</b>	£1,007.763
<b>Funding Requested</b>	£1,007,763 (profiled in 21/22)		<p>Based on the current visitor numbers and surveys it is estimated that visitor numbers could increase by 20% (50,000 per annum) once the full trail is complete. Applying this to an average day visitor spend of £40 per head from figures from Visit Britain gives an annual increase in spend in the local economy of £2m, of which 50% is attributed to this first phase. Allowing for build up in visitor growth and considering this over a 5 year appraisal period, provides £4.25m of benefits which when compared to the public sector cost gives a ratio of benefits to costs of 2.7:1</p> <p>There are also a number of additional benefits related to the mitigation of future housing and employment growth, enabling responsible community and visitor access to the protected site, health and well being benefits from access to green space and utility benefits for walkers and cyclists.</p> <p>A letter has been provided by the B&amp;NES s151 officer confirming approval of the business case and the value for money statement.</p>		
<b>Total Scheme Cost</b>	£1,607,448 (Internal staff £50k; Detailed design £78k; Fees £17k; Construction £1.462m)	<b>Risk</b>	<p>A risk register is provided which includes 9 high level risks this should be developed to cover the detailed and more specific risks as the project moves to delivery.</p> <p>An overall allowance of £155k (10%) has been made for risk.</p> <p>The project benefits from match funding of £507k from the Rural Payments Agency (RPA), £60k from B&amp;NES and £35k from Bristol Water. The RPA funding must be spent by September 2021.</p>	<b>Grant Recipient</b>	B&NES

## ITEM 15

<b>Match Funding %</b>	43%	<b>Delivery</b>	An agreement will be required with a private landowner to enable the delivery of the scheme. This would need to be finalised to secure release of funding together with confirmation from Bristol Water regarding the ability to deliver on their land.  There are pre-commencement planning conditions related to the Construction Management Plan and detailed highway drawings.	<b>Payment Basis</b>	Quarterly in arrears on defrayed expenditure
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<b>Scheme Description</b>	<b>Recommendation to WECA Committee</b>	Conditional approval of the Full Business Case
<p>The project would include:</p> <ul style="list-style-type: none"> <li>• The Construction of new 840m off-road shared use path between Woodford Lodge and Walley Lane.</li> <li>• The realignment of the road over the dam which will widen the existing footway to provide a segregated cycle/pedestrian path and reduce the road width and speed, from current 50 mph speed limit to 30mph, thereby also improving road safety.</li> <li>• The construction of a shared use path between the dam to the north and Hollowbrook Road including replacing an existing narrow footbridge (total length 1.5km).</li> <li>• Habitat management, restoration and creation measures.</li> </ul>	<b>Conditions of Approval</b>	<ul style="list-style-type: none"> <li>a) Resolution of lands issues</li> <li>b) Resolution of planning conditions</li> <li>c) The supply of a detailed programme</li> <li>d) Confirmation of final costs</li> </ul>

## Record of Approval

<b>WECA S73 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcolm Coe	<b>Date of Meeting</b>	4 December 2020
<b>Date</b>	20 November 2020	<b>Decision</b>	
<b>Signature</b>			

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# INVESTMENT FUND GATEWAY 1

## Locality Complementary Report



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# 1. CONTEXT

As part of devolution, the West of England Combined Authority (WECA) was awarded £900m, that being £30m per year over 30 years, half as revenue and half as capital, which has been used to create the Investment Fund. This funding is subject to a 5-year gateway review process which is used to trigger the release of the next 5-year tranche of funding.

This report seeks to provide the wider context for the Independent Evaluation of Local Growth Interventions (Investment Fund) Final Report being produced for Government. It is intended that this document will sit alongside this report and does not seek to revisit aspects covered in detail through the Independent Evaluation.



## 2. THE WEST OF ENGLAND COMBINED AUTHORITY

WECA was established in 2017 and is made up of three of the councils in the region – Bath & North East Somerset, Bristol and South Gloucestershire. WECA also supports the Local Enterprise Partnership, which is business-led, and covers the four West of England councils, including North Somerset Council.

WECA is a driving force for clean, inclusive growth. We're bringing the region together, helping to make sure our residents have better skills, more job opportunities and a better standard of living. Through our investments, we are committed to making the West of England a better place to grow up and to live, a place where everyone can benefit from the wider success of the region.

We are championing the region internationally, bringing in investment and creating opportunities for our businesses. We want our town and city centres to be great places where people want to live. We want them to be less reliant on cars, and to be more pleasurable, with better air quality. We want more people to walk, cycle and use public transport because these are the best options.

We're working to ensure that all the elements of a successful region are connected – creating communities that are linked to jobs and training, opening up more opportunities for more people.

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







## Inclusive Growth

The West of England has one of the most highly skilled workforces in the country, but there remains a real contrast between rich and poor, and residents don't benefit equally from the successes of our region.

Our businesses have skills shortages in some areas and there are pockets of deprivation, where finding a job and affordable housing is difficult.

Skills and training are at the core of our economic recovery and growth. Whether that's helping residents keep their jobs, find new opportunities or join the workforce for the first time. We're identifying opportunities for our key and important business sectors to emerge strongly from the pandemic and working to ensure that all our residents have access to the skills they need to prosper and secure jobs that are being created here.

This is core to our region's ambitious Local Industrial Strategy, which is led by the West of England Combined Authority and Local Enterprise Partnership working with our businesses and universities. Further details of our current and proposed actions in response to the pandemic, including our Economic Recovery Board, are set out in section 9.



## Climate Emergency

The West of England declared a Climate Change Emergency in July 2019, committing the region to becoming carbon neutral by 2030. Our Local Industrial Strategy identifies a series of actions to take forward to support clean growth.

We are committed to clean growth that benefits every resident – environmental factors are considered as part of everything we do. Further details of the way in which our activities and funding will contribute to addressing climate change are set out in section 9.



## Connecting the Region

We're bringing partners together to improve transport across the region, to provide sustainable, long-term solutions to help people move around more easily, reduce congestion and improve the environment we live in.

Better transport will also support the delivery of new homes as well as improving access to jobs, linking new homes and communities with employment areas.

We've already allocated millions to improving our busiest routes – including rail, road, public transport network improvements and walking and cycling routes.

Our main transport routes will allow for the prioritisation of buses and improved connections with new and improved Park and Ride sites and rail stations, and we are working to assess a new and ambitious mass transport system that will revolutionise the way we move people around the West of England.

Our Cycling and Walking Plan proposes investment in cycling and walking routes of £411m over the next 16 years, focussing on 30 local high streets as well as improvements along 55 continuous cycle routes.

Smart transport and technology have a key role to play including our Future Transport Zone proposals of which a trial of e-scooters is one of the first projects to get underway.



## Digital connectivity

WECA is investing in digital connections to support innovation and collaboration in the region, we are exploring options for a local 'Mobility as a Service' pilot to design and test replicable transport innovations that can improve connectivity and expanding the region's 5G testbed to demonstrate 5G capability through 5G Smart Tourism.

This will enhance regional productivity, widening access to employment and creating globally significant use cases to drive investment and establish the West of England as a world leader in the development of advanced fixed and mobile communication systems.

## Local Industrial Strategy Productivity Challenge

The Local Industrial Strategy (LIS) identifies productivity as a key priority, and highlights a number of projects, programmes and initiatives to address it including evolving the West of England Growth Hub.

Working with our councils and partners, a £5m package of interventions was launched in early 2020 seeking to engage with and impact over 3,000 businesses to deliver productivity improvements.

This work is being refocused to help kick-start the regional economy following the Covid-19 outbreak. The aim is to help businesses build their financial resilience, innovate, adopt best practice, and boost their productivity.



## Rail Programme

We have ambitious plans to significantly increase travel by rail working with the Government, Network Rail and Great Western Railway. This includes, with support through the Investment Fund: improving the Severn Beach line to provide direct and more frequent services to Bath and Westbury; re-opening Henbury and Ashley Down stations, and providing more frequent services to Yate and Gloucester. This could generate over a million new rail journeys and give 80,000 more people access to train services.



## Future Bright

In 2018 we started delivery of Future Bright – a £4m innovation pilot funded by the Department for Work and Pensions. The scheme has already supported over 700 people in work and on benefits, to improve their job prospects, security and income.

Through the Investment Fund we are extending the project for a further 3 years with locally tailored eligibility conditions with the aim to provide information or advice to a further 4,000 people.



### 3. THE COLLECTIVE IMPACT OF THE INVESTMENT FUND

The Investment Fund has enabled increasing alignment in strategic ambition and planning across WECA. During 2019/20, the West of England Combined Authority set out the region's long-term strategy for clean inclusive growth, investing in an extensive programme of activity across infrastructure, skills and business to support our residents and economy.

Aligned to regional strategies, the objective for the Investment Fund is to boost and strengthen economic growth in the WECA area through delivering:

- **Effective, resilient infrastructure;**
- **World class skills for employment; and**
- **Businesses that succeed**

Below is an estimate of the impact of £350m Investment Fund programme, including where matched funding has been leveraged. This is based upon approved business cases, together with an estimation of the potential impact of elements of the programme which are yet to be fully specified, through comparison with similar previous projects. It should be noted that these measures do not capture the full value of the projects, which will provide a range of specific benefits, some of which are hard to estimate precisely at this stage. The intended medium-term outcomes may be impacted as a result of the Covid-19 pandemic and this has also necessitated a review of the programme as set out in section 9.

#### EFFECTIVE, RESILIENT INFRASTRUCTURE



**5 NEW RAILWAY STATIONS OPENED**



**500,000 NEW BUS JOURNEYS PER YEAR**



**1,450,000 NEW RAIL JOURNEYS PER YEAR**



**3 NEW PARK & RIDE SITES DEVELOPED**



**OVER 6,300 ADDITIONAL CYCLING AND WALKING TRIPS PER DAY ON NEW OR IMPROVED ROUTES**



**PATRONAGE INCREASE OF 25% ON TARGETED BUS CORRIDORS BENEFITING FROM IMPROVEMENTS IN INFRASTRUCTURE, SERVICES AND TICKETING, ALONGSIDE COMPLEMENTARY BENEFITS FOR CYCLISTS AND PEDESTRIANS**

## WORLD CLASS SKILLS FOR EMPLOYMENT



**12,900 LEARNERS GAINING  
NEW QUALIFICATIONS  
OR SKILLS**



**4,350 NEW  
JOBS**



**1,540 PEOPLE MOVING  
INTO WORK OR GAINING  
INCREASED EARNINGS**

## BUSINESSES THAT SUCCEED



**CONTRIBUTION  
TO SPATIAL  
PLANNING AND  
DELIVERY, AND  
REVITALISATION  
OF A NUMBER OF  
HIGH STREETS**



**24,000M<sup>2</sup> OF  
COMMERCIAL  
FLOORSPACE  
ENABLED**



**APPROXIMATELY  
4,250 BUSINESSES  
RECEIVING  
ENTERPRISE  
SUPPORT**



**£845M OF  
ECONOMIC  
OUTPUT (GROSS  
VALUE ADDED)**

In addition to the outputs and outcomes, the Investment Fund has enabled strengthened partnership working across a range of projects and programmes, such as working with Network Rail on our rail programme. It has also supported capacity development within WECA and the local authorities and brought critical mass too; for example engaging in-house specialists reducing reliance on third parties and enabling the creation of a Capital Delivery team within WECA. As set out elsewhere in the document the Investment Fund has brought substantial match funding from the local authorities, Central Government, delivery agencies and local partners equating to £1.25 for every £1 on scheme delivery through the Investment Fund.

### Workforce for the Future

The Investment Fund has been used to match fund the European Social Fund (ESF) to establish the £8m Workforce for the Future project. This will support local people facing barriers to employment and encourage more small businesses to invest in training and development.

A pilot project, Creative Workforce for the Future, commenced towards the end of 2019 led by the University of the West of England in partnership with several creative organisations in the region. The programme itself launched in February 2020 and aims to complete in-depth projects with 354 SMEs. This will include helping them take on a placement or upskill/reskill a current employee.



## 4. ESTABLISHING THE INVESTMENT FUND

Devolution and the creation of WECA builds on a strong track record of partnership working in the region. This includes joint working on major infrastructure projects prior to the Investment Fund such as the metrobus network, and the delivery of a range of projects through the Local Enterprise Partnership including the £202m Local Growth Fund, £500m Economic Development Fund and £57m Revolving Infrastructure Fund programmes.

The Investment Fund has enabled us to develop and extend our reach both in addressing immediate challenges and in helping bring forward a number of longer-term strategic interventions including: Mass Transit, the redevelopment of Temple Meads Station, Temple Quarter Enterprise Campus and the Somer Valley Enterprise Zone.

### Mass Transit

West of England Mass Transit is a large-scale transport infrastructure programme which will provide a step change in public transport connectivity and passenger journey experience in the region, with strong links to other modes of transport including rail, bus and air transport hubs.

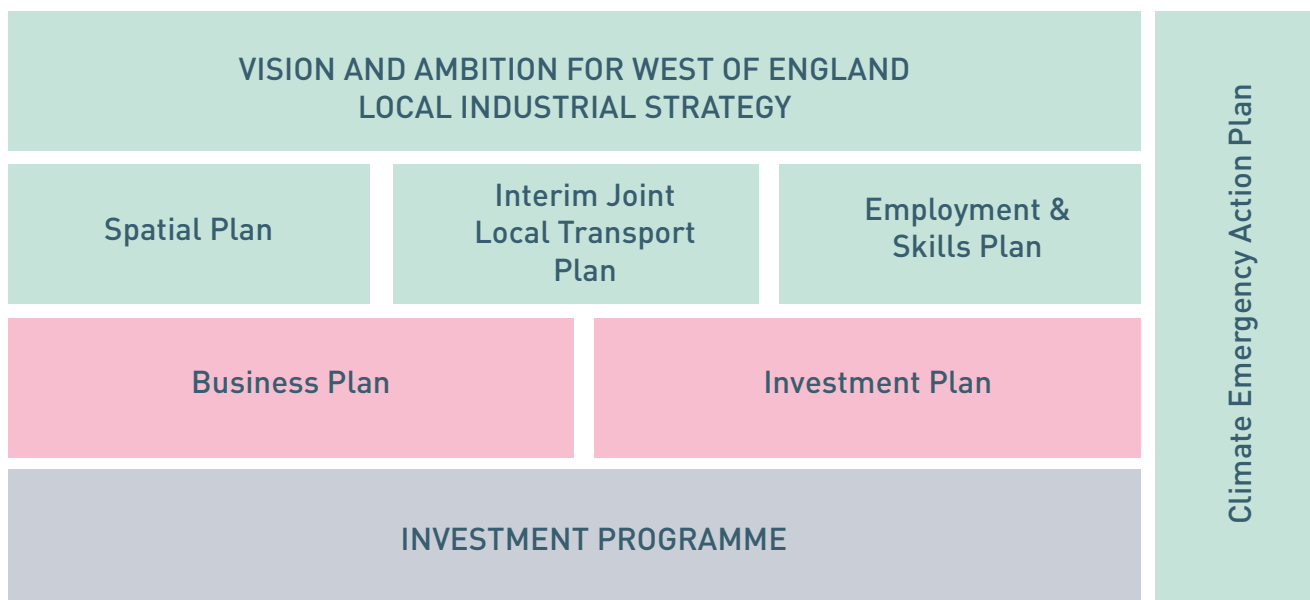
This is an ambitious plan that could dramatically improve transport for residents across our region, an initial investment of £200,000 will develop the business case so we can understand what this might look like and how much it would cost. This study will evaluate both underground and over ground route options and, where appropriate, will provide sufficient evidence that route options are worth pursuing further.

Better transport will support the delivery of new homes as well as improving access to jobs, linking new homes and communities with employment areas.



The Fund has also provided resource to allow us to undertake feasibility and development work on a range of other projects well beyond that which would have been possible with council and partner resources alone.

With the [Local Industrial Strategy](#) and [Employment and Skills Plan](#) in place, supported by the Joint Local Transport Plan and emerging Spatial Development Strategy, we have formulated a £350m investment programme to March 2023 which was approved in July 2019. This includes thematic allocations reflecting our key challenges around transport, housing, business and skills. This sits within the framework of the Capital Strategy report, approved in February 2019, which set out the planned approach for establishing a thematic 20-year programme aligned with regional priority outcomes and objectives as detailed within [WECA's Operating Framework](#).



The £350m programme spans the Investment Fund and Transforming Cities Fund which both sit within the frame of the Local Growth Assurance Framework (see section 5) and this has enabled us to dovetail these funds into one composite programme, whilst noting this needs to include transport projects commensurate with the £103m TCF award.

The funding available through the investment programme to 2022/23 includes a level of structured over programming, recognising that some schemes will encounter issues, and to ensure opportunities are fully grasped and the full impact of the funding is achieved in this timeframe. Unless an alternative funding route is planned, an allowance has also been made for the capital delivery element of schemes (termed ‘tails’) currently at development stage.

A high-level summary of the thematic split of the approved programme, as reported to the June 2020 WECA Committee, is detailed in the table below.

<b>Transport Infrastructure</b>	
Approved Awards and Allocations	73,940
Associated ‘tail’ required to deliver all projects up to March 2023	68,877
<b>Total Investment</b>	<b>143,817</b>
<b>Housing, High Streets and Green Infrastructure</b>	
Approved Awards and Allocations	62,320
Associated ‘tail’ required to deliver all projects up to March 2023	26,000
<b>Total Investment</b>	<b>88,620</b>
<b>Business and Skills</b>	
Approved Awards and Allocations	77,219
Associated ‘tail’ required to deliver all projects up to March 2023	21,544
<b>Total Investment</b>	<b>98,773</b>
<b>Funding put aside to respond to opportunities and challenges</b>	<b>12,000</b>
<b>Approved WECA set up, operating costs and elections up to 2023</b>	<b>7,818</b>
<b>Total Investment Programme up to March 2023</b>	<b>350,000</b>



## Investment Fund Criteria

To warrant consideration for entry into the programme, a project must:

- Deliver 'additionality'/outcomes over and above current service and/or infrastructure levels;
- Demonstrate how it contributes to the strategic direction for the region and how it fits within a programme of like projects delivering wider benefit; and
- Demonstrate delivery of the required Value for Money level in compliance with the approved criteria relevant to the project in question.

In addition, to ensure that the Investment Fund continues to deliver against its required purpose of sustainable long-term inclusive growth, whilst maintaining future value and flexibility in the fund, WECA has developed and agreed core assessment criteria (agreed by the WECA Committee) which are applied to projects seeking approval. These complement the parameters and priorities for use of the fund set out in the Investment Strategy (see section 5). Funding is unlocked through business case stage gates, including testing value for money, in line with the Local Growth Assurance Framework.

## 5. GOVERNANCE ARRANGEMENTS

### Assurance Framework

Government has set out how it expects funding arrangements for the Investment Fund to provide due transparency, accountability and ensure value for money. The way that these requirements are met is set out in the [West of England Local Growth Assurance Framework](#).

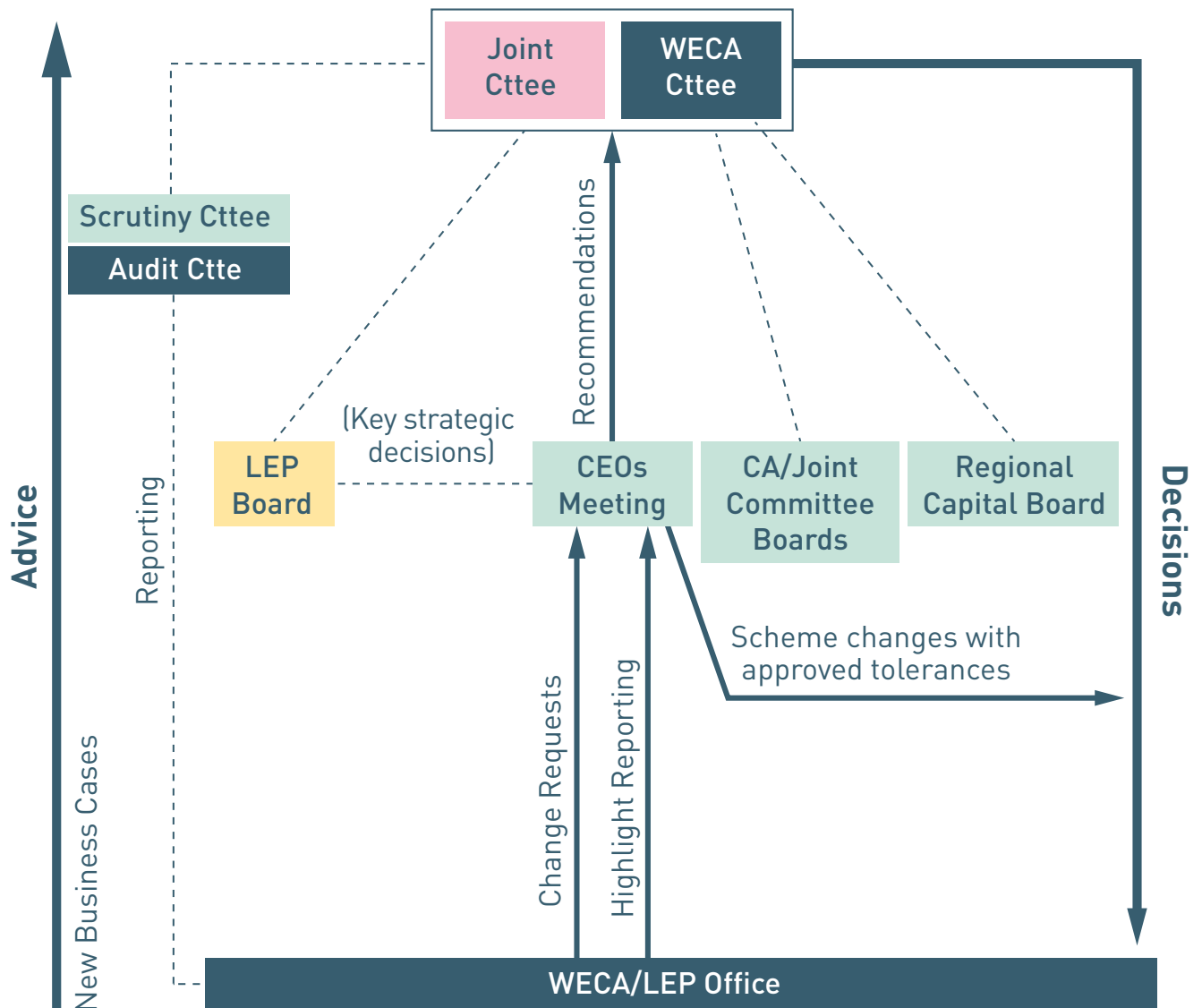
The governance arrangements for the investment programme provide timely and binding decisions, with due clarity, transparency and accountability. These are underpinned by a consistent approach which seeks to create harmonised governance, assurance and reporting arrangements. This enables requirements to be well understood by promoters and provides the flexibility to blend projects between funding streams to obtain the most appropriate mix, whilst enabling due overview and rigour. The governance structure and process is shown diagrammatically below with investment decisions and key changes to the programme being approved by the WECA Committee with advice and support provided via the Advisory Boards and the LEP Board, and with oversight by the WECA Overview and Scrutiny Committee.

We have continued to review and enhance our Local Growth Assurance Framework, which covers the Investment Fund, other devolved funding and that of the LEP, including taking steps to ensure schemes can move swiftly and efficiently through the approvals process. Recent examples include removing the number of required Committee decision-making points where schemes progress through the project development process unchanged, and making greater use of delegations to ensure schemes are not delayed awaiting the Committee cycle. These seek to ensure schemes progress at pace whilst ensuring we meet required standards and ensure value for money.

### Investment Strategy

In November 2019 WECA's [Investment Strategy](#) was produced to help manage the Investment Fund programme by setting out the parameters, priorities, uses and constraints of the Fund for the initial period up to March 2023. This has helped shape and manage the programme and highlighted key requirements including bringing additionality, providing good value for money and delivering strategic regional benefits.

Another key principle within the Investment Strategy is to maximise the number of approved schemes that provide some form of repayment back in to the programme, such as through the Land Acquisition Fund (LAF), in order for the fund to become more sustainable in the long term and deliver greater impact.



### Land Acquisition Fund

In order to accelerate and extend the delivery of new homes, the Investment Fund has been used to create a revolving Land Acquisition Fund (LAF). This enables parcels of land to be acquired by the councils where they help unlock sites for housing, with the funds then repaid when the development comes forward.

The first use of the LAF provided £8.3m of funding to acquire land at Bath Riverside which will enable the delivery of more than 280 new homes.





## 6. DELIVERY

Through the Investment Fund we initiated a set of early deliverable transport interventions aimed at addressing immediate transport challenges and enabling housing delivery. These were important in highlighting the creation of WECA and its function to the public and stakeholders soon after it was formed and include: Cribbs Patchway Cycle Links and Great Stoke Roundabout (both in delivery), Lockleaze Sustainable Transport Improvements (conditionally approved) and Somer Valley Transport Improvements (in development).

Effective delivery of this £350m programme is critical to our success as a region. Building capacity and capability will ensure we collectively:

- deliver identified outcomes;
- maximise the value of the funds we have available;
- evidence delivery capability within future funding bids to Central Government;
- provide confidence to future private investors;
- foster effective partnership working with delivery partners such as Network Rail, Highways England or the Environment Agency; and finally
- demonstrate to the people of the West of England that we are spending our devolution deal in a way that will deliver change, providing affordable housing, employment opportunities, business growth and enhanced quality of life into the future.

In addition to the significant economic benefit (£855m of GVA and 4,350 new jobs), projects will have wider impacts such as encouraging residents to take public transport rather than use private cars, and to improve rates of walking and cycling, reducing carbon emissions and improving air quality.

The projects will support the development of housing (including affordable housing) and the Enterprise Zones (EZs) and Enterprise Areas across the region. They will help people across the area gain skills and access jobs, particularly those on low incomes and in more deprived areas. Investment Fund projects will improve the innovation and productivity of businesses across the region, encouraging investment and equipping them to compete and grow successfully.

Projects are well aligned, and will enable and further exploit our economic assets and priority areas including:

- Digital Engineering Technology and Innovation Centre (National Composites Centre/ Bristol and Bath Science Park);
- Quantum Technologies Innovation Centre+ (Temple Quarter EZ);
- Bath Riverside/iSTART/Somer Valley enabling works (Bath and Somer Valley EZ);
- South Bristol Enterprise Support and Workspace.

## Cribbs Patchway Cycle Links

The Cribbs Patchway New Neighbourhood is set to provide 5,760 new homes and 50 hectares of employment land. A package of five schemes is being implemented to ensure the provision of high-quality cycle improvements to and through the development, improving connectivity to jobs and housing.

Construction of the £3.125m package started in November 2019 and is due to complete next year.



## South Bristol Enterprise Support

An enterprise start up and growth advice and support service has been established in South Bristol to support both new entrepreneurs and early stage SMEs. This will focus on the residents and businesses within the South Bristol Regeneration Area.

The project is funded through the Investment Fund, European Regional Development Fund (ERDF) and private match funding and will support around 300 individuals or businesses.



# 7. PERFORMANCE MANAGEMENT PROCESS

## Portfolio Management

Indicative funding allocations have been made for portfolios of activity that have been identified as strategically important. Mass Transit, Strategic Rail Investment and Strategic Masterplanning are examples. To unlock the funding via a Feasibility and Development Application or Business Case, a regional approach has been established.

This approach has been developed by the appropriate teams and secures recommendations for funding via the Assurance Gateways which;

- ensure we are establishing a prioritised package of measures that will have a regional impact and deliver additionality;
- enhance efficiency by developing collaborative business cases for coherent packages, as appropriate, rather than individual projects;
- procure solutions collaboratively in order to deliver value for money solutions;
- manage projects as a regional programme to:
  - minimise anticipated disruption and manage regional resilience;
  - manage regional resource and supply chain engagement, and to take advantage of opportunities to combine activities to reduce cost.

## Programme Reporting

“What gets measured, gets managed.” – *Paul Drucker, 1954.*

Effective project reporting, and dashboard analysis of performance against plan and key risks is critical to effective project management. All funded projects currently provide Highlight Reports on

a quarterly basis. The purpose of this reporting has been to monitor spend, and progress towards approval gateways or implementation milestones. As WECA has grown, our project portfolio has expanded, and we have increased capacity in our Project Management Office to support the delivery of key infrastructure programmes across the West of England. We will be using this reporting process to undertake a more detailed assessment of performance, to drive effective delivery in relation to time, cost and quality and to support the review and evaluation of projects.

Dashboard Reports are provided to highlight risks, opportunities and issues for escalation. The Dashboard is accompanied by a spend analysis to monitor actual against predicted cash flow. In this way, funds released through programme or project change can be efficiently reallocated.

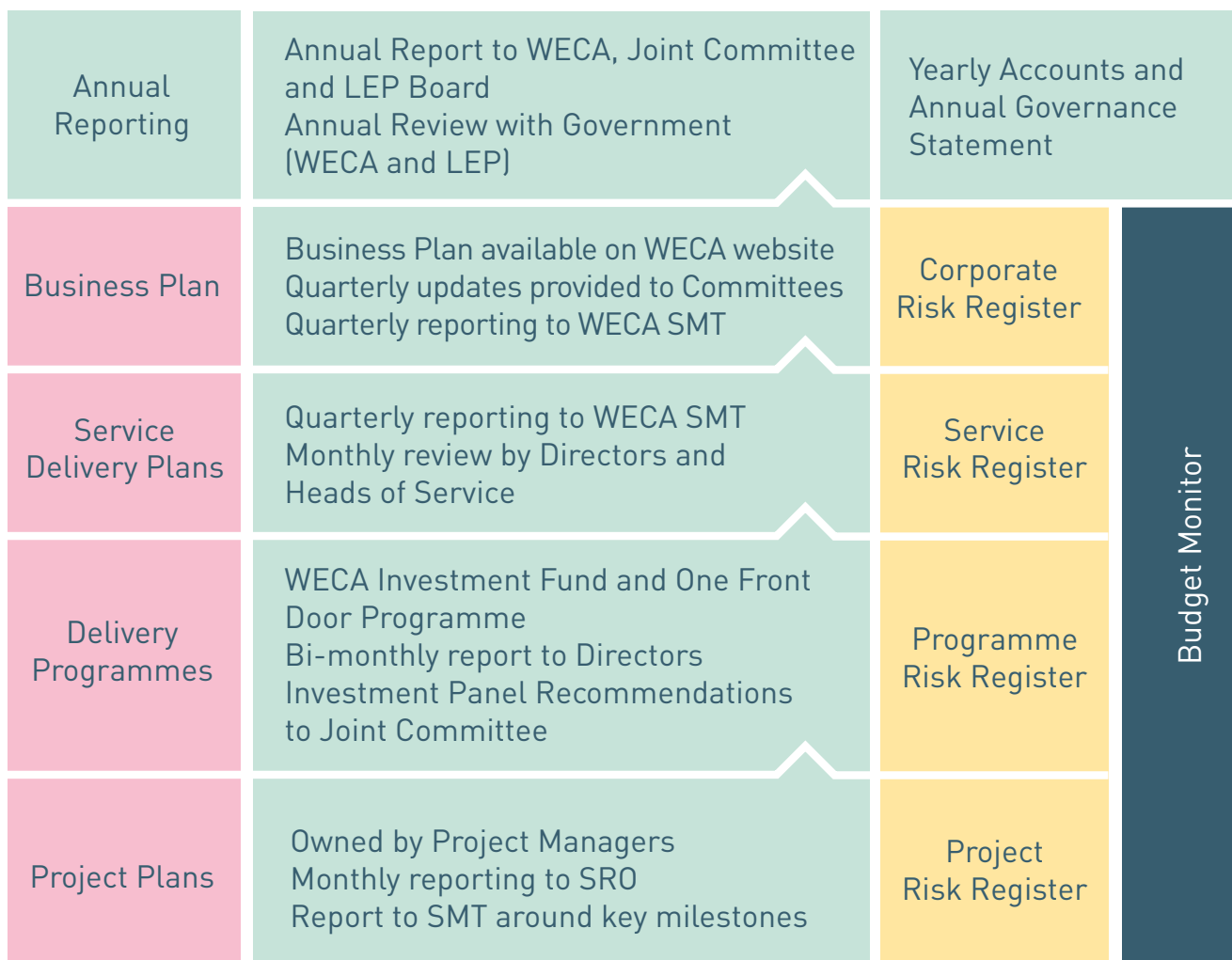
## Project Reporting

Some projects and programmes will be required to report on a more regular basis due to their financial materiality, complexity in delivery or assessed level of risk. For example, work on Mass Transit and regional rail programme.

## Risk Management

The West of England Combined Authority is committed to delivering its strategic objectives of clean and inclusive economic growth whilst retaining a clear focus on the potential risks and opportunities associated with the activities set out in the annual Business Plan.

The Corporate Risk Framework ensures that key risks are identified, managed and monitored and that risk management is an integral part of WECA's reporting process as set out in the diagram below.



The Corporate Risk and Service Risk Registers are reviewed each month by the WECA Senior Management Team (Heads of Service and Directors) and a quarterly report is provided to the WECA Senior Management Team and through to the Committees as part of the wider business plan quarterly reporting process.

The Investment Strategy sets out the way in which cost increases will be managed, with decision making resting with the WECA Committee unless delegation is in place and headroom exists.

The Risk Management Framework is reviewed annually with Audit Committee. The latest version, approved in February 2020, is available [here](#) on the WECA website.

## Annual Business Plan

An annual Business Plan is produced which includes in-year activity to support WECA and the Local Enterprise Partnership. Our [Business Plan](#) for 2020/21 was approved by WECA and Joint Committee in January 2020.

## Delivery Models

We are working through the investment programme and associated delivery routes, identifying where we have existing delivery partners (such as Network Rail) and where we will be procuring directly, and establishing the appropriate programme and project management structure to ensure delivery. The Investment Fund provides support in a range of different ways, and the delivery mechanism may change between project development and project delivery:

- Support for strategic development to be managed by WECA and delivered collaboratively;
- Support for existing project to be delivered by UA;
- Support for projects to be delivered by a third party;
- Support or projects to be delivered by WECA.

## Monitoring and Evaluation

WECA's Monitoring & Evaluation Framework sets out our overall approach to the monitoring and evaluation of activities across WECA and the Local Enterprise Partnership. The approach is structured around three levels as set below:

- **Annual Business Plan.** Delivery of the annual Business Plan which includes in-year activity to support WECA and the Local Enterprise Partnership. Our Business Plan for 2020/21 was approved by WECA and Joint Committee on 31 January 2020.
- **Project and Programme delivery.** This is focused on schemes funded through the WECA Investment Fund, West of England One Front Door Programme (the process for these programmes is set out in the Local Growth Assurance Framework) and through other grant funds (e.g. Department for Digital, Culture, Media and Sport).
- **Longer term organisational impact of the Investment Fund.** This is measured through Government five-year gateway reviews, the first of which is due to take place during 2020.



The Monitoring & Evaluation Framework is reviewed annually and shared with Government. The latest version, approved in February 2020, is available [here](#) on the WECA website and includes links to detailed project monitoring & evaluation plans.

WECA has developed a set of Regional Indicators that track the state of the region for the priority areas of the Operating Framework. Whilst we do not have total control over these measures, we expect the activities set out in our business plan to contribute to positive change in areas including economic growth, climate emergency, inclusive growth, transport, business support and skills.

## 8. FLEXIBILITIES OF THE INVESTMENT FUND

The Investment Fund greatly benefits from its mix of capital and revenue funding. This allows swift progress on feasibility studies and early business case development prior to the need for capitalisation. It has provided resource to allow us to undertake feasibility and development work on a range of projects well beyond that which would have been possible with Council resources alone.

The ability to use the Investment Fund flexibly to reflect local priorities, and a multi-year funding award, has enabled WECA to flex funding between different projects and programmes, and spend it in different years, to support the local economy.



The Investment Fund has already been able to lever significant match funding including:

- European Structural and Investment Funds (WE Work for Everyone, Workforce for the Future, South Bristol Enterprise Support, Research and Innovation Challenge Fund, £8m);
- Private sector match (Centre for Digital Engineering Technology and Innovation, £3.85m);
- Network Rail (Temple Meads Masterplanning, £600k).

It has allowed us to explore other Government funding opportunities by match funding and/or resourcing the development of bids to the Housing Infrastructure Fund, Future Transport Zones (£25m) and future DfT large major schemes funding.

Our £10m **Love Our High Streets** programme has allowed us to undertake feasibility and pilot work in 5 high streets/town centres (Kingswood, Bedminster, Twerton, Bath City Centre and Midsomer Norton) which has fostered knowledge sharing and left us well placed to take advantage of the Government's Future High Streets programme.

### Love Our High Streets

In November 2018, through the Investment Fund we established a Love our High Streets fund of up to £10m to support high streets across the region. Pilot schemes in Midsomer Norton, Bath city centre, Twerton, Bedminster and Kingswood are exploring new ways of making high streets fit for the future, including increasing footfall, attracting new uses and improving local facilities.



The fund has also been used to link with national Future High Streets and High Streets Heritage Action Zones programmes.

We have been able to use the funds flexibly, such as:

- Employing a blended funding solution for project like MetroWest Phases 1 and 2 and the Cribbs Patchway MetroBus Extension to make best use of grant and/or reduce borrowing costs;
- Underwrite the Quantum Technologies Innovation Centre+ project against expected future funds through the successor of the LGF;
- Cash flowing Emergency Active Travel Funding in expectation of an award from DfT.

Using the Investment Fund to meet costs to develop projects for Bath College (Catering and Hospitality Training Centre) and SGS College (STEAM Centre, WISE Campus) which were then able to utilise headroom in the LGF programme.

We have cultivated relationships with local and national partners – including private and public companies and Government to broaden our investment reach and build success together, based on co-operation, trust and transparency. To deliver the projects and fully achieve the outputs we need to continue to work together, share ideas, and bring people together to celebrate our strengths and address our challenges.

The Investment Fund has helped strengthen working arrangements with delivery partners such as Network Rail on the development of MetroWest and wider rail programme and Homes England to develop capacity to support housing delivery in WECA and the councils.



## 9. OUTLOOK FOR THE NEXT FIVE YEARS

### Digital Engineering Technology & Innovation (DETI)

The DETI project launched in July 2020, and will play an important role in driving innovation and digitally enabled recovery following the Coronavirus outbreak.

DETI is a research, innovation and skills initiative to develop and accelerate digital engineering across multiple sectors for future generations of engineers and engineering products. It is receiving £5m from the Investment Fund match funded by partners and is expected to deliver at least £62m of added research and development value over 5 years.



### Bristol Temple Meads Eastern Entrance

With partners, work progresses to develop and deliver a new eastern entrance to Temple Meads station and into Temple Quarter.

The entrance will extend the existing passenger subway, used to access platforms, directly through to the development site on Cattle Market Road, where the University of Bristol plans its new Temple Quarter Enterprise Campus.

The scheme is being expedited to take advantage of the existing planned rail closure for Bristol East junction which will provide a window to implement the scheme and reduce costs.



It is recognised that the Investment Fund programme will need to be kept under review and that some fundamental reallocations may be required in response to new opportunities and emerging challenges.

WECA is continually reviewing where headroom exists and where action is required to support the economic recovery, examples include allocating £3m to underwrite DfT Emergency Active Travel Funding and a further £5m allocated to support Covid-19 economic recovery advised by the Economic Recovery Taskforce in June 2020.

### Leading the Regional Response to Covid-19

The West of England Combined Authority is committed to supporting our region's residents and businesses through Coronavirus. WECA is leading the regional response to the evolving situation.

The Local Industrial Strategy vision remains at the heart of our ambition for the region, and WECA will draw on the unique strengths of the region to drive clean and inclusive economic growth. The pandemic has brought sharper focus, making achieving these goals more challenging, but may also offer opportunities.

WECA's action to support recovery must:

- address the differential impact of crisis on disadvantaged communities;
- accelerate reduction in carbon emissions, embedding positive behaviour change.

We have set up a new taskforce to drive our region's economic recovery. Led by Regional Mayor, Tim Bowles, this is a partnership between WECA, the Local Enterprise Partnership, business, universities and the region's councils.

The Taskforce is putting together a recovery plan, which will include measures to help businesses adapt to the new economic landscape and improve resilience, as well as support for residents to develop new skills, training and employment opportunities. This is considering the impact of the Government's economic measures on businesses and communities, identifying where additional support is needed.

WECA has already introduced a range of support measures to help businesses adapt to the new economic landscape and improve resilience, as well as support for residents to develop new skills, training and employment opportunities. Examples include Trading Better Online and our Accountancy Support Programme, which aim to help businesses build their financial resilience, innovate and adopt best practice, and boost their productivity. We have also adapted our business support and skills programmes to reflect the changing needs of businesses during this unprecedented time.

## **Climate Emergency**

The West of England declared a Climate Change Emergency on 19 July 2019, committing the region to becoming carbon neutral by 2030. Our Local Industrial Strategy identifies a series of actions to take forward to support clean growth. Activity is already underway, and we are investing to tackle congestion and improve public transport, support businesses to adopt energy efficient measures through the West of England Low Carbon Challenge Fund, and investing in research and innovation projects.

Achieving carbon neutrality will require change across the system, from national Government, councils, residents and businesses. We do not have the remit to deliver this ambition on our own. However, WECA can play a role in providing regional leadership, as well as in the decisions we make in procurement, capital spend, and setting policy.

Our transport plans focus on tackling congestion and improving transport options, encouraging people to leave their cars at home. Addressing poor air quality and taking action against climate change are key objectives of our region's Joint Local Transport Plan.

WECA have included in our regional Economic Recovery Taskforce a specific Low Carbon sector to ensure climate change and green growth is at the heart of our recovery plans.

## **Future Devolution**

The West of England Combined Authority continues to work closely with North Somerset Council (NSC). The Investment Fund has supported activities with cross boundary impacts such as the MetroWest Phase 1 rail proposals (£5.9m), supporting the Institute of Technology project led by Weston College (£500k) and enabling NSC to join area wide ESIF programmes where they can match fund. Should they decide to join the Combined Authority, WECA will support them to achieve this aim.

WECA will work with partners within the region and across the borders to propel transformative, inclusive and greener growth as part of building a new future for the economy. This will enable us to work at scale with others in the broader Western Gateway area to deliver against Government ambitions to create strong regions able to contribute to the levelling-up of the UK.

WECA is actively working with Government through the M9 group of directly-elected regional Mayors on future devolution and strengthening the power of Combined Authorities to better serve our residents and communities. We will develop and communicate a clear vision for WECA, consulting on direction and working with partners across the region. We will strive to secure new funding to help us drive the clean and inclusive economic growth across our region that we are focused on delivering.

## **Summary**

WECA is reviewing the Investment Fund portfolio and adapting our work and bringing in a number of new schemes to support residents and businesses. Our flexible funding mechanism allows us to be responsive to tip more funds into where they are most needed, and lever investment from the next available source.

Devolution is now more important than ever. To ensure a successful recovery, we have to work at a regional level – none of us live our lives according to council boundaries. By working together, we know we can achieve so much more.





**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

**ITEM 16**

**4 December 2020**

**REPORT SUMMARY SHEET**

**ADULT EDUCATION BUDGET – APPROACH FOR THE 2021/22 ACADEMIC YEAR**

## **Purpose**

To provide the WECA Committee with details of the proposed approach for the management and administration of the devolved Adult Education Budget (AEB) for the 2021/22 academic year.

## **Summary**

This report includes the following key information:

- Specific details of the proposed approach for the management and administration of the devolved AEB for the 2021/22 academic year.

## **Impact of Covid-19 pandemic**

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Recognising that Covid-19 is exacerbating the number of WECA residents who are unemployed devolved Adult Education will (in part) support unemployed WECA residents to gain the skills they need to gain and sustain employment.

## **Recommendations**

Members of the Combined Authority Committee are asked to approve:

1. The proposed approach for the management and administration of devolved AEB for the 2021/22 academic year.
2. The following delegations to the WECA CEO alongside members of the WECA CEO's Group:
  - a. Make decisions on the final approach for the 2021/22 academic year once the consultation results have been considered
  - b. Make decisions on final provider allocations once agreed provider curriculum delivery plans are in place.
  - c. Make in-year exceptions funding decisions.
  - d. Make in-year growth funding decisions
  - e. Make decisions on provider re-allocations at all operational points including: in-year, mid-year and end-of-year.

- f. Make decisions relating to distribution of funding for continuing learners
- g. Make decisions on the purpose and allocation of funds not distributed through the CDP process or funds used for the management and administration of devolved AEB.
- h. Make decisions on recommended amendments to the devolved approach for AEB in subsequent academic years.

**Contact officer:** Stephen Bashford

**Position:** Director of Business and Skills

**Email:** [stephen.bashford@westofengland-ca.gov.uk](mailto:stephen.bashford@westofengland-ca.gov.uk)

**REPORT TO: WECA COMMITTEE**  
**DATE: 4 DECEMBER 2020**  
**REPORT TITLE: ADULT EDUCATION BUDGET – APPROACH FOR THE 2021/22 ACADEMIC YEAR**  
**DIRECTOR: STEPHEN BASHFORD**  
**AUTHOR: HENRY LAWES**

### **Purpose of Report**

1. To provide the WECA Committee with details of the proposed approach for the management and administration of the devolved Adult Education Budget (AEB) for the 2021/22 academic year.

### **Recommendation**

The WECA Committee are asked to:

2. Note and agree the proposed approach for the management and administration of devolved AEB for the 2021/22 academic year.
3. Agree the following delegations to the WECA CEO alongside members of the WECA CEO's group:
  - 3.1. Make decisions on the final approach for the 2021/22 academic year once the consultation results have been considered
  - 3.2. Make decisions on final provider allocations once agreed provider curriculum delivery plans are in place.
  - 3.3. Make in-year exceptions funding decisions.
  - 3.4. Make in-year growth funding decisions
  - 3.5. Make decisions on provider re-allocations at all operational points including: in-year, mid-year and end-of-year.
  - 3.6. Make decisions relating to distribution of funding for continuing learners
  - 3.7. Make decisions on the purpose and allocation of funds not distributed through the CDP process or funds used for the management and administration of devolved AEB.
  - 3.8. Make decisions on recommended amendments to the devolved approach for AEB in subsequent academic years.

### **Issues for Consideration**

#### WECA's aim for Adult Education:

4. WECA's overall aim is to orientate the local Adult Education system so that is focused on, and responsive to, the specific need of WECA residents, communities, employers and the local economy as a whole.
5. In order to deliver the above aim WECA is seeking to establish a local system which has the following facets/qualities:

- 5.1. Provision which is varied, high quality and accessible to our residents and employers in both urban and rural settings.
- 5.2. Provision which is demonstrably planned towards, and focused on, addressing our agreed key local needs and challenges.
- 5.3. Provision that is flexible and responsive to the changing local environment (critically including the Covid-19 pandemic).
- 5.4. A provider base which has a strong track record of successfully supporting learners to achieve their aims, fulfil their potential and achieve positive progression.
- 5.5. A provider base that works and plans in collaboration with others to create options and pathways for learners whilst also reducing unnecessary duplication of provision.
- 5.6. A system which supports a movement to a Low Carbon economy and helps supply green skills into the WECA workforce.

Approach to Development of WECA's Adult Education:

6. WECA is taking an incremental multi-year approach to the development of the local Adult Education system in order to:
  - 6.1. Effect the changes necessary to achieve the aims indicated above.
  - 6.2. Protect the system, and specifically the providers, from any destabilising impacts.
  - 6.3. Establish greater cohesion between WECA AEB and wider components of the local Education, Employment and Skills System;
7. The approach to date has included:
  - 7.1. **2019/20** (academic year): WECA introduced no changes to the system (e.g. rules, current providers etc.) and focused on smoothly landing the management and administration of the devolved powers and funding. Allocation levels were based on the funding utilised during the 2017/18 academic year.
  - 7.2. **2020/21** (academic year): WECA is working with the same provider base and at the same allocation levels whilst at the same time introducing a number of measured system changes. Critically these included instigation of the Curriculum Delivery Plan process where WECA allocations and Grant Funding Agreements (GFA) were only confirmed (provider by provider) once a Curriculum Delivery Plan (CDP) was developed and agreed.
8. Underpinning the work in relation to each academic year WECA has:
  - 8.1. Developed robust data systems and practices to collect and manage data enabling us to monitor and manage performance.
  - 8.2. Worked with a range of partners/stakeholders to develop and run the system including: DfE/ESFA, other Mayoral Combined Authorities/Greater London Authority providers and their representative bodies.
  - 8.3. Assembled an appropriately skilled and experienced team to manage and administer the system.

Proposed approach to the 2021/22 Academic Year:

9. WECA will use the 2021/22 academic year to complete the move away from the transitional approach started in the 2019/20 academic year. This will increase the changes which will support delivery of the West of England Local Industrial

Strategy (LIS) and associated Employment & Skills Plan (E&SP). It will also continue to support the ongoing recovery from the Covid-19 pandemic.

10. Commissioning: For 2021/22 WECA will use a commissioning approach to devolved Adult Education in the WECA area. This will include the use of a Commissioning Strategy and underlying Commissioning Evidence base. This will support providers to focus on priority sub-regional groups of residents/communities, employers/sectors and geographies within the WECA area.
11. An explanation of the specific approach and changes that WECA are proposing to make are contained in appendix 1.
12. Grant Funding Allocation Levels: WECA will use roll-forward allocations for the Grant Funded providers that meet the MCV. These allocation levels will be based on the 2020/21 allocations, but the final amount will only be determined by WECA once the 2021/22 allocation is confirmed to WECA (anticipated end of March 2021). No grant funding agreement will be agreed without an agreed Curriculum Delivery Plan in place.
13. System Changes and the Funding Rules: For the 2021/22 academic year WECA will continue to make system changes which support funded providers to focus on our key sub-regional priorities. The WECA AEB Funding Rules will continue to maintain an alignment with the national funding rules however WECA reserves the right to make significant variations where they will support greater positive impact on achieving WECA's aims and objectives.

#### Equalities Impact Assessment:

14. EQIA and use of Sub-Contracting: In order to protect against any unintended consequences WECA will conduct an Equalities Impact Assessment (EQIA), based on the latest available full year figures, on the provision that ceases as a result of the MCV. Where niche provision is identified that is not delivered by another provider WECA will seek to address this through our commissioning approach.

#### Delegated Authority:

15. Delegated authority is requested for the WECA Chief Executive Officer alongside members of the WECA CEO's group to:
  - 15.1. Make decisions on the final approach for the 2021/22 academic year once the consultation results have been considered
  - 15.2. Make decisions on final provider allocations once agreed provider curriculum delivery plans are in place.
  - 15.3. Make in-year exceptions funding decisions.
  - 15.4. Make in-year growth funding decisions
  - 15.5. Make decisions on provider re-allocations at all operational points including: in-year, mid-year and end-of-year.
  - 15.6. Make decisions relating to distribution of funding for continuing learners
  - 15.7. Make decisions on the purpose and allocation of funds not distributed through the CDP process or funds used for the management and

administration of devolved AEB.

- 15.8. Make decisions on recommended amendments to the devolved approach for AEB in subsequent academic years.

### **Consultation**

16. WECA has received legal advice that, based on the approach contained within this paper, WECA should consult with a focus on the Minimum Contract Value element. This consultation process is ongoing with any resulting recommended amendments to the approach for 2021/22 being agreed with the WECA CEO's alongside members of the WECA CEO's Group under the delegated authority requested above.

### **Other Options Considered**

17. Other options were considered (such as deeper, more far reaching changes away from the national approach). These were not put forwards as recommendations as they were considered to not adequately balance change versus impact.

### **Risk Management/Assessment**

#### **18. RISK 1:**

- 18.1. Risk: WECA's Management and Administration of devolved AEB causes a destabilisation of providers and learners.
- 18.2. Mitigation: The report, and associated recommendations, develop on from the approach taken during the 2019/20 and 2020/21. Changes detailed for the year are intended to have a positive impact on the relevance and impact of devolved Adult Education provision.

### **Public Sector Equality Duties**

19. The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:
  - 19.1. Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
  - 19.2. Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - 19.3. Foster good relations between people who share a protected characteristic and those who do not.
20. The Act explains that having due regard for advancing equality involves:
  - 20.1. Removing or minimising disadvantages suffered by people due to their protected characteristics.
  - 20.2. Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
  - 20.3. Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.
21. 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.

22. An Equalities Impact Assessment will be conducted as part of the funding process prior to the start of the 2021/22 academic year.

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

23. Processes applied for AEB are consistent with those applied through other WECA grant funding streams.

24. There are no specific financial awards to named providers recommended within this paper. Subsequent recommended financial awards to providers will be within the budget provision available.

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

**Legal Implications:**

25. Legal Advice has been provided in relation to the duty to consult.

26. Further legal advice will be sought where appropriate either leading up to, or during, the 2021/22 academic year.

Advice given by: Shahzia Daya, WECA Director of Legal Services

**Climate Change Implications**

27. On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision-making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

28. Taking the above specifically into account, please comment on any climate change implications arising as a result of this report and include details of any mitigation: There are no direct climate change implications arising from this report. However, the provision delivered as a result of this funding could add to the region's resilience to the effects of climate change if for instance learners access (or are supported to access) courses which help develop skills relating to: carbon neutral technologies, ecologically friendly building techniques/methods etc.

**Human Resources Implications:**

There are no HR implications arising as a result of this report. The management of AEB will be conducted from within existing resources

Advice Given By: Alex Holly, WECA Head of People and Assets

**Appendices:**

Appendix 1 – Proposed approach to the management and administration of devolved AEB during the 2021/22 academic year

**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 on 07436 600313; or by email:

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



APPENDIX 1

<b>Commissioning Approach:</b>	<b>Rationale:</b>	<b>Intended Impact:</b>
<ul style="list-style-type: none"> <li>• WECA will use a Commissioning Strategy (and underpinning evidence base) to articulate the regional priorities for Adult Education. The strategy should link the devolved delivery of Adult Education to our key regional strategies such as the LIS, E&amp;SP and the response to the Covid-19 pandemic. In turn providers will need to develop their CDP's directly in line with the Commissioning Strategy and underpinning evidence base.</li> <li>• The Commissioning evidence base will have the key data (i.e. in relation to key residential groups, areas of geographical focus, sectors/employers, thematic issues etc.) that underpins the Commissioning Strategy. There should be a direct line of sight through this data to the LIS and E&amp;SP.</li> </ul>	<ul style="list-style-type: none"> <li>• WECA is focused on moving from a reactive Adult Education approach to one which is planned and where providers are designing their curriculum offers to primarily address an agreed set of sub-regional priorities.</li> <li>• In order to effect the change to a planned and commissioned system a Commissioning Strategy, that draws upon our best understanding of the available data/evidence, and in turn articulates WECA's policy direction and key regional priorities in terms of Adult Education.</li> </ul>	<ul style="list-style-type: none"> <li>• WECA is demonstrably orientating the local system to focus on, and address, the agreed regional strategies and priorities.</li> <li>• WECA moves away from an unplanned (regionally) and reactive approach to the delivery of adult education.</li> </ul>

<p><b>Minimum Contract Value:</b></p> <ul style="list-style-type: none"> <li>• For 2021/22 WECA will introduce a minimum contract value of £150,000 for grant funded providers.</li> <li>• Providers who had a 2020/21 allocation of £150,000 or more will be offered a draft roll-forward allocation (confirmed through a successfully agreed Curriculum Delivery Plan) for 2020/21. Such providers may bid to secure additional funds via the open application process</li> <li>• Any provider whose allocation for the 2020/21 academic year totalled £149,000 or less will not be offered roll-forward allocation for 2021/22 but may continue to deliver through sub-contract or apply to secure an allocation in excess of the Minimum Contract Value threshold via the open application process.</li> </ul>	<p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• The national approach to funding, and the subsequent transition arrangements, meant WECA inherited a provider base with a wide range of financial allocations (by value).</li> <li>• WECA is seeking to consolidate this provider base and move towards a position where it is working with a smaller and more strategic group of prime providers who have larger financial allocations and use positive sub-contracting to create full and rounded curriculum offers.</li> <li>• WECA is seeking to ensure that all Commissioning priorities are sufficiently addressed through either the negotiation of C&amp;DPs or through securing additional provision through the open application process. WECA are also ensuring this funding can also be used to meet emerging priorities.</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• WECA works with a smaller prime provider base (Grant Funded) which have more impactful allocations.</li> <li>• WECA is able to use a portion of the budget to secure provision that directly supports any priorities set out in our Commissioning Strategy that are not sufficiently addressed through the negotiation of Curriculum and Delivery Plans. WECA is also able to use a portion of the budget to secure provision which directly supports emerging priorities.</li> </ul>
<p><b>Allocations Approach:</b></p> <ul style="list-style-type: none"> <li>• For the 2021/22 academic year WECA will work with the same provider base</li> </ul>	<p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• WECA is seeking to move away from a competitive/marketised approach to</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• Providers understand earlier in the process whether WECA intends to</li> </ul>

<p>as during the 2020/21 academic year bar those whose allocation (2020/21) fell below the minimum contract value.</p> <ul style="list-style-type: none"> <li>• Providers with allocations that fall below the Minimum contract Value threshold will have a potential option to continue to support WECA residents through either sub-contract or through applying for an allocation that exceeds the MCV threshold as part of the open applications process.</li> <li>• The open applications process will seek bids to deliver provision that supports a specific set of Commissioning Priorities (i.e. those set out in our Commissioning strategy that are not sufficiently addressed through the negotiation of Curriculum and Delivery Plans amongst providers with roll-forward allocations).</li> <li>• WECA intends to offer draft roll-forward allocations at the same value the provider received during the 2020/21 academic year (including any adjustments arising from mid-year review). WECA will confirm its ability to do this once the final budget settlement is confirmed (approx. end of March 2021).</li> </ul>	<p>Adult Education and also provide stability for the provider base.</p> <ul style="list-style-type: none"> <li>• Articulating the approach being taken to the provider base as soon as possible supports sustainable decision making as early as possible.</li> <li>• Agreeing draft grant funding allocations in December 2020 enables WECA to concentrate on engaging with the provider base more fully and agreeing the provider delivery plans for 2021/22. This will result more effectively planned provision alongside stability for the provider base.</li> </ul>	<p>fund them for the 2021/22 academic year.</p> <ul style="list-style-type: none"> <li>• Providers are able to focus on compiling, and agreeing with WECA, their associated Curriculum Delivery Plans.</li> <li>• WECA is able to focus more fully on the delivery plan process and the details of each providers delivery/provision.</li> </ul>
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<ul style="list-style-type: none"> <li>• Providers with roll-forward allocations are at liberty to bid on additional funds through the open applications process.</li> <li>• The provider’s allocation will be confirmed, and the grant funding agreement issued, once their related Curriculum Delivery Plan has been agreed with WECA.</li> <li>• A lack of an agreed plan will ultimately result in the provider not receiving an allocation from WECA for the 2020/21 academic year.</li> </ul>		
<p><b>Provider Plans:</b></p> <ul style="list-style-type: none"> <li>• As part of the allocation’s process all grant funded providers will need to submit and agree a full Curriculum Delivery Plan with WECA for their devolved provision.</li> <li>• For 2021/22 the plan will detail, and justify, the providers’ proposed provision including: targeted learners, details of courses/provision to be</li> </ul>	<p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• Currently providers are not compelled to demonstrably plan Adult Education provision in relation to either plans/strategies or geographies. It is not always clear how providers are targeting learners, determining provision and deciding delivery methods/locations.</li> <li>• WECA is seeking to fund providers whose devolved AEB provision demonstrably addresses the needs outlined in the WECA LIS, E&amp;SP and</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• Devolved Adult Education provision which is visibly planned, relates directly to the LIS, E&amp;S Plan and Covid-19 recovery plan is understandable to WECA, learners, employers and stakeholders.</li> <li>• Providers are supported to move to a more demonstrably planned and open/understandable delivery model.</li> </ul>

<p>delivered, where the provision will be located. Critically the plan will need to detail how the provision contributes to, and supports achievement of, the WECA Local Industrial Strategy, associated Employment and Skills Plan and the Covid-19 recovery plan.</p> <ul style="list-style-type: none"> <li>• The plan will need to demonstrate how many starts, achievements and positive progressions the provider plans to deliver within each of our categories of adult education, and how much funding they propose to utilise within each category.</li> <li>• The plan would be agreed with WECA between Jan 2021 and July 2021.</li> <li>• A lack of an agreed plan will mean result in the provider not receiving an allocation from WECA for the 2021/22 academic year.</li> </ul>	<p>in terms of its response to the Covid-19 pandemic.</p> <ul style="list-style-type: none"> <li>• WECA is seeking to fund providers who can demonstrate that they fully understand the needs of (and the challenges faced by), residents, communities and employers in the West of England.</li> </ul>	
<p><b>Open Applications Process</b></p> <ul style="list-style-type: none"> <li>• WECA will utilise all funding not allocated via the roll-forward process plus any other under-spend that we have not been able to distribute through other means to establish a</li> </ul>	<p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• The Open Application Process provides a mechanism through which to realise the following benefits:</li> </ul>	<p><b>Intended Impact</b></p> <ul style="list-style-type: none"> <li>• All WECA Adult Education Funding is allocated in a manner that offers improved alignment with Commissioning priorities and/or emerging priorities.</li> </ul>

<p>budget to be distributed through an open application process.</p> <ul style="list-style-type: none"> <li>• We estimate that this budget will equate to at least £1m and will be used to directly secure provision to address either: priorities set out in our Commissioning Strategy that have not been sufficiently addressed through the Curriculum and Delivery Plans negotiated in relation to roll-forward allocations or emerging priorities.</li> <li>• All providers will be at liberty to bid for funds through this process.</li> <li>• All providers who secure funding through the open application process will be required to negotiate a Curriculum Delivery Plan and will be allocated funds through a Grant Funding Agreement.</li> </ul>	<ul style="list-style-type: none"> <li>○ Improved alignment between WECA AEB provision and our Commissioning Priorities;</li> <li>○ A route to address emerging priorities.</li> <li>○ A potential entry route for new providers</li> </ul>	
<p><b>Sharing of Provider Delivery Plans:</b></p> <ul style="list-style-type: none"> <li>• WECA will share the details of all agreed provider delivery plans throughout the devolved WECA provider base.</li> </ul>	<p><b>Rationale:</b></p> <ul style="list-style-type: none"> <li>• As established during preparation for the 2020/21 academic year WECA now deems it necessary for providers to discuss and share their intended delivery with other providers.</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• An increase in joint working between providers and delivery of effectively planned provision.</li> </ul>

	<ul style="list-style-type: none"> <li>• WECA is seeking a more constructed and open Adult Education landscape in the WECA area where providers are aware of each other's provision and can factor this in when planning their own.</li> <li>• WECA is also seeking a more joined up approach between providers to better support learners and employers especially in terms of progression through provision.</li> </ul>	<ul style="list-style-type: none"> <li>• Increased support for learners especially in terms of progression and pathways through provision.</li> <li>• Identification of oversupply and undersupply in relation different communities/areas.</li> <li>• Reduction in unnecessary duplication. Where provision is duplicated this would be considered deliberate and necessary.</li> </ul>
<p><b>Low Wage Funding Rule:</b></p> <ul style="list-style-type: none"> <li>• WECA will consider and agree the wage threshold for the Low Wage Funding rule so that it is pegged at an impactful level for the WECA area in light of the current economic and employment status of the WECA area.</li> </ul>	<p><b>Explanation:</b></p> <ul style="list-style-type: none"> <li>• Supporting employed individuals who are on low wages is aligned with WECA's E&amp;S Plan and the aims of related programmes such as Future Bright.</li> <li>• WECA would like to ensure that the wage level set reflects the socio/economic conditions in the WECA area.</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• The wage threshold for the WECA Low Wage funding rule reflects the socio/economic needs of the local area.</li> </ul>
<p><b>Subcontracting:</b></p>	<p><b>Rationale:</b></p>	<p><b>Intended Impact:</b></p>

<ul style="list-style-type: none"> <li>• WECA will clearly articulate its view of, and approach to, subcontracting.</li> <li>• WECA will fully enforce the sub-contracting rules as contained within the overall Adult Education Funding Rules.</li> <li>• WECA will focus on positive sub-contracting e.g. which enhances delivery offers, enables niche provision, supports providers entering into/remaining in the market at low financial levels.</li> <li>• WECA will target for cessation sub-contracting practices which are focused on protecting allocations/drawing down management fees with little or no positive impact on the provider's delivery offer.</li> <li>• As part of this approach WECA Adult Education providers will need to clearly articulate, and justify, the value of the management fee they charge their subcontractors.</li> </ul>	<ul style="list-style-type: none"> <li>• Subcontracting can be a valuable tool when used positively and progressively (e.g. enhance service offer, incorporate niche provision, support new providers into the market, support providers who are too small to be considered a prime)</li> <li>• Negative sub-contracting practices are sometimes evident (e.g. subcontracting only to protect the Prime provider's allocation, subcontracting involving high and unjustified management fees, subcontracting which brings little/nothing to the service offer and does not benefit the learner). These types of practices do not maximise the benefit of AEB funding to learners, employers and communities in the WECA area.</li> <li>• Historically full enforcement of the AEB sub-contracting funding rules has not always taken place.</li> </ul>	<ul style="list-style-type: none"> <li>• Sub-contracting in devolved Adult Education has a wholly positive impact on individual Prime delivery, progress towards the LIS and E&amp;S Plan and overall diversity within the provider market.</li> <li>• Negative sub-contracting practices are curtailed.</li> </ul>
<p><b>Delivery of Provision in the Workplace:</b></p>	<p><b>Rationale:</b></p>	<p><b>Intended Impact:</b></p>



<ul style="list-style-type: none"> <li>• WECA will remove the funding rules prohibiting the delivery of qualifications in the workplace/on employer premises.</li> </ul>	<ul style="list-style-type: none"> <li>• WECA are seeking to increase the attainment skills relating to local economic opportunities.</li> <li>• WECA are seeking to increase this attainment either directly through AEB funded delivery or through related next step provision.</li> <li>• Enabling delivery of provision on employer premises has the potential to increase related skills levels. This is not currently permissible within the funding rules.</li> </ul>	<ul style="list-style-type: none"> <li>• WECA residents are better prepared to benefit from the economic opportunities available in the area.</li> <li>• WECA employers are better able to access relevant skilled employees.</li> </ul>
<p><b>Distance Learning:</b></p> <ul style="list-style-type: none"> <li>• WECA will establish a policy on the use of distance learning provision as part of the overall curriculum offer.</li> <li>• WECA will only fund distance learning provision through local providers in a manner that compliments their classroom-based delivery.</li> <li>• Through the CDP WECA will focus on distance learning provision which is directly related to the needs of the LIS and E&amp;S Plan, improves access,</li> </ul>	<p><b>Explanation:</b></p> <ul style="list-style-type: none"> <li>• WECA recognises that distance learning can be an effective tool for supporting learners.</li> <li>• We have already established the principle that we support Distance Learning where this either broadens the local curriculum offer or enables participation amongst priority residents who would otherwise be unable to do so.</li> <li>• Despite our encouragement and efforts during the negotiation of Curriculum and Delivery Plans in</li> </ul>	<p><b>Intended Impact:</b></p> <ul style="list-style-type: none"> <li>• Devolved distance learning is impactful and directly relevant to the needs outlined in the LIS and E&amp;S Plan.</li> <li>•</li> <li>• The distance learning provision funded by WECA responds far more effectively to local need as expressed through our Commissioning strategy and is both planned and delivered in a manner that compliments local classroom provision through broadening the curriculum and / or engaging learners</li> </ul>

<p>broadens curriculum and complements face-to-face delivery.</p> <ul style="list-style-type: none"><li>• WECA will seek to reduce and remove unnecessary duplication of generic distance learning offers.</li></ul>	<p>2020/21, much of the Distance Learning provision planned to be delivered does not effectively satisfy the principles set out above. Most distance learning provision is homogenous in nature with a large number of providers unproductively competing to offer the same types of provision to the same types of (frequently low-priority) learner</p> <ul style="list-style-type: none"><li>• WECA is seeking to provide high quality and directly relevant Distance Learning whilst removing poor quality duplicated provision.</li><li>• WECA is aware that there is unnecessary duplication of distance learning offers.</li></ul>	<p>who would otherwise be unable to participate.</p>
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**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

**ITEM 17**

**4 December 2020**

**REPORT SUMMARY SHEET**

**APPOINTMENT OF RETURNING OFFICER FOR THE COMBINED AUTHORITY ELECTION**

### **Purpose**

To agree the appointment of the Combined Authority Returning Officer (CARO) for the May 2021 Combined Authority election.

### **Summary**

This report includes the following key information:

\* Article 6 of the Combined Authorities (Mayoral elections) Order 2017 requires the Combined Authority to appoint one of its Officers, or one of the Officers of a constituent Council, to be the Combined Authority Returning Officer (CARO) in relation to the election of the Combined Authority Mayor.

\* Given the election is for the Combined Authority, it is proposed that Shahzia Daya, Director of Legal, be appointed to the role of Combined Authority Returning Officer.

### **Recommendation**

Members of the Combined Authority Committee are asked to approve:

- That Shahzia Daya is appointed Combined Authority Returning Officer (CARO) for the 2021 Combined Authority election and that North Somerset Council's election team assist the CARO in the delivery of this election.

**Contact officer:** Patricia Greer

**Position:** Chief Executive

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



**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY  
COMMITTEE**

**DATE: 4 DECEMBER 2020**

**REPORT TITLE: APPOINTMENT OF RETURNING OFFICER FOR THE  
COMBINED AUTHORITY ELECTION**

### **Purpose of Report**

- 1 To agree the appointment of the Combined Authority Returning Officer (CARO) for the 2021 Combined Authority election.

### **Recommendation**

That Shahzia Daya is appointed Returning Officer for the 2021 Combined Authority election (CARO) and that North Somerset Council's election team assist the CARO in the delivery of this election as necessary.

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

- 2.1 Article 6 of the Combined Authorities (Mayoral elections) Order 2017 requires the Combined Authority to appoint one of its Officers, or one of the Officers of a constituent Council, to be the Combined Authority Returning Officer (CARO) for the election of the Combined Authority Mayor.
- 2.2 Given the election is for the Combined Authority, it is proposed that Shahzia Daya, Director of Legal, be appointed to the role of Combined Authority Returning Officer.

### **Consultation**

- 3 This issue has been discussed with the constituent Councils' Monitoring Officers and Chief Executives.

### **Other Options Considered**

- 4 That one of the constituent Councils act as CARO.

### **Risk Management/Assessment**

- 5 Appointment of the CARO is a statutory requirement and will ensure that issues such as insurance and indemnities can be properly considered in order to deliver a robust election.

## **Public Sector Equality Duties**

- 6 The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
- 6.1 The Act explains that having due regard for advancing equality involves:
- Removing or minimising disadvantages suffered by people due to their protected characteristics.
  - Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
  - Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.
- 6.2 The general equality duty therefore requires organisations to consider how they could positively contribute to the advancement of equality and good relations. It requires equality considerations to be reflected in the design of policies and the delivery of services, including policies, and for these issues to be kept under review.
- 6.3 The election will be arranged taking account of all relevant equalities / access requirements and guidance.

## **Finance Implications**

- 7 An election budget of £1.6 million has been set aside to deliver the 2021 election. All approved costs will be drawn down from this allocation.

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

## **Legal Implications:**

- 8 As stated in para 2.1 above, Article 6 of the Combined Authorities (Mayoral elections) Order 2017 requires the Combined Authority to appoint one of its Officers, or one of the Officers of a constituent Council, to be the Combined Authority Returning Officer (CARO) in relation to the election of the Combined Authority Mayor.

Advice given by: Shahzia Daya, Director of Legal

## **Climate Change Implications**

- 9 On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- \* The emission of climate changing gases?
- \* The region's resilience to the effects of climate change?
- \* Consumption of non-renewable resources?
- \* Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

- 9.1 There are no climate change implications in relation to this report as it concerned solely with the appointment of the Returning Officer. Issues relating to delivery of the election itself will take account of the impact on climate emergency and the running of a regional election.

#### **Land/property Implications**

- 10 None directly in relation to this report.

#### **Human Resources Implications:**

- 11 None directly in relation to this report.

#### **Appendices:**

None.

#### **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 on 07436 600313; or by email:

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

