

Board Meeting Agenda

Wednesday 27th September 1400 to 1600.

Location: PLEASE NOTE THIS MEETING IS VIRTUAL AND NOT AT COUNTY HALL, TROWBRIDGE

1	Welcome, apologies and introductions – Allan Creedy	14.00
2	Governance and election of Chair and Vice Chair – Allan Creedy	14.05
3	Minutes and actions from the previous meeting - Chair (See Appendix 1 below, pg.3)	14.15
4	Public Participation - Chair (Paper circulated separately to Board members) <ul style="list-style-type: none"> • Questions or Representations from members of the public in line with the Board's Public Participation Scheme. 	14.20
5	Updates from Associate Members – in addition to written updates, verbal updates from those attending where relevant. <ul style="list-style-type: none"> • DfT – David Glinos • Network Rail – Matt Haywood • National Highways – Alice Darley 	14.25
6	Proposed revised Programme for 23/24 following DfT funding settlement – <u>Paper A</u>	14.45
7	Work Programme Update – James White <ul style="list-style-type: none"> • Carbon tool – Ola Hussein • Cycling Strategy – Hannah Fountain • Rail – Cheltenham Spa – James White • EV Strategy <u>Paper B</u> – Owen Clark 	14.55
8	Strategic Transport Plan Update – James White <u>Paper C</u> <ul style="list-style-type: none"> • Revised Timeframe, Direction Statement and Comms Strategy 	15.20
9	Programme Financial Update and Forward Decision plan – James White <ul style="list-style-type: none"> • Programme Financial Update, <u>Paper D</u> • Forward Decision Plan, <u>Paper E</u> 	15.35
12	AoB (to be previously advised to Allan Creedy, please (westerngateway_stb@westofengland-ca.gov.uk)	15.45

Date of next meeting – Wednesday 6th December 2023 – Time: 1400-1600

Location: County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JQ

APPENDIX ONE - Draft Minutes and Actions from the last meeting

Tuesday 28th June 2023, 14:00 to 16:00.

Location: Online – Zoom

Attendees:	
Name	Organisation
<i>Cllr David Gray</i>	<i>Gloucestershire County Council</i>
<i>Cllr Don Alexander</i>	<i>Bristol City Council</i>
<i>Cllr Noc Lacey-Clarke</i>	<i>Dorset Council</i>
<i>Cllr Hannah Young</i>	<i>North Somerset Council</i>
<i>Cllr Ray Bryan</i>	<i>Dorset Council</i>
<i>Cllr Chris Wilmore</i>	<i>South Gloucestershire Council</i>
<i>Cllr Caroline Thomas</i>	<i>Wiltshire Council</i>
<i>Cllr Manda Rigby</i>	<i>Bath and North East Somerset Council</i>
<i>Cllr Matt Palmer</i>	<i>South Gloucestershire Council</i>
<i>Cllr Andy Hadley</i>	<i>Bournemouth, Christchurch and Poole (BCP)</i>
<i>Allan Creedy</i>	<i>Wiltshire Council</i>
<i>Andrew Whitehead</i>	<i>South Gloucestershire Council</i>
<i>Orlagh Stoner</i>	<i>Gloucestershire County Council</i>
<i>Pam Turton</i>	<i>Bath and North East Somerset Council</i>
<i>Ewan Wilson</i>	<i>Bournemouth, Christchurch and Poole (BCP)</i>
<i>James White</i>	<i>West of England Combined Authority</i>
<i>Julian McLaughlin</i>	<i>Bournemouth, Christchurch and Poole</i>
<i>Simon Chapman</i>	<i>National Highways</i>
<i>Arina Salhotra</i>	<i>Sphere Marketing</i>
<i>Michaela Bushell</i>	<i>Sphere Marketing</i>
<i>Alice Darley</i>	<i>National Highways</i>
<i>Ola Hussien</i>	<i>West of England Combined Authority</i>
<i>Krystyna Pitt</i>	<i>West of England Combined Authority, minutes</i>
<i>Matt Haywood</i>	<i>Network Rail</i>
<i>Nigel Riglar</i>	<i>South Gloucestershire Council</i>
<i>David Glinos</i>	<i>Department for Transport</i>
<i>Bella Fortune</i>	<i>North Somerset Council</i>
<i>Steve Thorne</i>	<i>North Somerset Council</i>
<i>Richard Leonard</i>	<i>National Highways</i>
<i>Ross Burton</i>	<i>Department for Transport</i>
<i>Matt Smith</i>	<i>Atkins</i>
<i>Jack Wiltshire</i>	<i>Dorset Council</i>
<i>Simon Chapman</i>	<i>National Highways</i>
<i>Bill Davies</i>	<i>West of England Combined Authority</i>
<i>Hannah Fountain</i>	<i>West of England Combined Authority</i>
Apologies were received from:	
<i>Mayor Dan Norris</i>	<i>West of England Combined Authority</i>
<i>Cllr Steve Pearce</i>	<i>Bristol City Council</i>
<i>Mike O'Dowd Jones</i>	<i>Somerset Council</i>

<i>Colin Chick</i>	<i>Gloucestershire County Council</i>
<i>Sam Howell</i>	<i>Wiltshire Council</i>
<i>Cllr Sarah Warren</i>	<i>Bath and North East Somerset Council</i>
<i>Sophie Broadfield</i>	<i>Bath and North East Somerset Council</i>
<i>Cllr Andrea Davies</i>	<i>Devon Council</i>
<i>Ann Addison</i>	<i>Bristol City Council</i>
<i>Sophie Broadfield</i>	<i>Bath and North East Somerset Council</i>
<i>John Smith</i>	<i>Bristol City Council</i>

Actions & Decisions	Allocated to	Target Date:
RL to ask colleagues at National Highways about the interaction between the three Route Strategies that cover the Western Gateway area.	RL/KP	27.09.2023
KP to put carbon tool slides on the website	KP	27.09.2023

Item No	Notes / Actions
1	<p>Welcome, apologies, and Introductions – Allan Creedy</p> <p>Apologies from Cllr Warren, Cllr Pearce</p> <p>Board members introduced themselves.</p>
2	<p>Governance and election of Chair and Vice Chair – Allan Creedy</p> <p>AC introduced the matter of Chairmanship for the board as the previous Chair and Vice Chairs tenure has expired. He noted that we have to elect a Chair and Vice Chair at this meeting but added that there is an opportunity instigated by the DfT, on their advice about how we might consider how STBs are set up. There was a specific recommendation about the election of Chairs and Vice Chairs at a point where those tenures expire. AC noted that what the DfT have asked us to do is to explore the potential benefit of moving to an independent business Chair bringing all STBs in line and with each other and with other pan-regional partnerships. AC offered the floor to the Board to consider the two options; to carry on as we are and appoint a new political Chair and Vice Chair in line with the current constitution or to move on the suggestion from the DfT to appoint a political Chair and Vice Chair on an interim basis whilst working towards appointing an independent Business Chair.</p> <p>Cllr Wilmore noted that as a new member she is reluctant to intervene, but looking back and at other equivalent regional bodies, thinks it is right to move towards an independent Chair at the pace that feels right. Having an interim chair whilst we get the organisation ready to select the best independent Chair at the right time.</p> <p>Cllr Hadley agreed that we need to consider the approach from the DfT seriously and to look into creating an independent Chair if we can find the appropriate candidate, taking the time to make sure it is someone who can take us forward.</p> <p>Cllr Young agreed and noted that it is really important to use this group to move forward as quickly as possible so would be keen to work towards appointing an independent Chair quickly and suggest working in partnership with a political Vice Chair.</p> <p>Cllr Thomas agreed and supports the move towards an independent Chair at a moderate pace. There are various things that need to be sorted out including the constitution and matters such as payment and voting rights and the idea of having a political deputy Chair would work very well.</p> <p>Cllr Alexander agreed and noted that there are matters to be clarified as we want this organisation to be politically led but we also need to make sure it is led by people who have the energy and time to drive it forward and give it the national voice.</p>

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	<p>Cllr Bryan agreed with looking towards an independent Chair but would need a lot more detail before being able to make a decision so is happy to go with an interim Chairman.</p> <p>Wide support for moving to an independent Chair.</p> <p>AC noted that there needs to be an election of an Interim Chair, however there are some things that need to be confirmed including to explain some of the implications of this move might be, timescale and cost.</p> <p>AC suggested that as we are looking at a Chair on an interim basis we are now looking to nominate a Chair and Vice Chair for this meeting alone, and then we will take a view at the next board meeting as to how we move forward once we have worked through the paperwork.</p> <p>Cllr Rigby noted that she would like to nominate Cllr Alexander as Chair for this meeting.</p> <p>Cllr Hadley seconded the nomination of Cllr Alexander as Chair</p> <p>AC noted that Cllr Alexander is appointed as Chair and welcomed nominations for Vice Chair for this meeting.</p> <p>Cllr Alexander proposed Cllr Palmer as Vice chair.</p>
3	<p>Minutes and actions from the previous meeting – Chair</p> <p>Cllr Rigby happy to propose minutes and actions from the previous meeting, and Cllr Gray seconded.</p> <p>Minutes approved.</p>
4	<p>Public Participation– Chair</p> <p>JW confirmed that we had three questions submitted by Mr David Redgewell which have been uploaded to the website and circulated in the board papers. We have answered two of the three questions and are currently working on the third. The third question is regarding railway stations in the Western Gateway area and whether accessible improvements were being undertaken. We are currently collating updates for all of our stations and this will be shared with the board and Mr Redgewell.</p> <p>Cllr Alexander thanked JW and added get well wishes to Mr Redgewell.</p>
5	<p>Route Investment Strategy and Strategic Road Network Initial Report consultation</p> <ul style="list-style-type: none"> • National Highways <p>Cllr Alexander welcomed and thanked our partners for their continued support.</p> <p>RL & SC Spoke to the slides.</p> <p>RL noted that the work has involved collaboration and he thanked the members and officers adding that it is about partnership and taking it forward in a collaborative way.</p> <p>Cllr Alexander thanked RL and SC and added that it was an interesting piece and is encouraged by the new thinking at National Highways.</p> <p>Cllr Young agreed and found the presentation very helpful and noted the large amount of work that underpins it. She noted that it is great to see the ambition around decarbonisation and the commitment to that and environmental priorities. She noted that one of the challenges they face as a local authority is that whilst there is a lot of work being done at the local authority around decarbonisation, we have very limited influence over users who are passing through North Somerset on the strategic road network (SRN) so was interested to see how the user and the user journey is reflected in the decarbonisation approach.</p>

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	<p>Noting that it is not just infrastructure, but around integrated transport as this is a key part of this, but also with the safety features and user behaviour, does this also feature in the decarbonisation space?</p> <p>SC confirmed that the department published its net zero transport decarbonisation plan last year. The road user and decarbonising road use is at the centre of that plan as they are most impactful. DfT and the wider government have a commitment to net zero which National Highways reflect. Whilst National Highways doesn't have all the levers to deliver transport decarbonisation on its network, they can be utilised in National Highways wider decarbonisation objectives.</p> <p>RL added that there is power in the STBs in terms of setting the regional and national direction on trips between geographies. There are opportunities between STBs and with other partners such as rail in terms of making sure the plans are reinforcing what carbon means and how to manage delays and demand to reduce the overall carbon impact.</p> <p>Cllr young added to be mindful of the seasonality as this has a huge impact in our region.</p> <p>Cllr Wilmore thanked RL for the storymaps noting that they are superb and accessible to the public. She was pleased to see the six objectives and that the government is prioritising growing the economy but for much of the SRN that cuts through our regions, the technology goal is a key constraint in economic growth. Growth and net zero are not inconsistent or exclusive, but it is making sure to grow in a decarbonising manner. She added that the lack of the technology goal particularly on the non motorway routes is a critical constraint for growth in an environmentally sound manner. The second point was that in our region, there are three main corridors and it is unclear how these interact. She asked where does National Highways join those separate routes together?</p> <p>RL confirmed that NH engaged with Western Gateway on the route strategy reports and in recognising the routes and the geographies. It is a good question to ask what the interaction is between the routes within the Western Gateway region as NH have reflected on this on a more national level.</p> <p>ACTION – RL to ask colleagues at National Highways about the interaction between the three Route Strategies that cover the Western Gateway area.</p> <p>SC noted that there is a sweet spot for use of technology on the network to reduce carbon emissions by smoothing journeys and avoiding delay. He added that from a rationalisation perspective, having that multiple win of investment is an important point. We will continue to make that point especially with A roads in the region where the technology is less well advanced than on the Motorway.</p> <p>Cllr Alexander noted that there is a lot to be gained from collaborative working and using the M32 as an example, this is a road that divided the city in the 70s. Through the reclassification of this road, local economies will improve, there would be more active travel, better public realm and better public transport links so there is much to be gained and I hope that this relationship can blossom.</p> <p>Cllr Alexander thanked all.</p>
6	<p>Updates from Associate Members – in addition to written updates, verbal updates from those attending where relevant.</p> <ul style="list-style-type: none"> <p>DfT – David Glinos</p> <p>DG thanked Cllr Alexander. DG gave an update from DfT highlighting some of the main points of the paper as submitted. DG noted regarding STB budgets for this financial year that the DfT are working hard to provide the confirmation that the STBs require and there is an indicative allocation but we are still awaiting approval from ministers. DG added that there is nothing to worry about but that the ministers are currently working through their inbox.</p> <p>Cllr Alexander thanked DG</p> <p>Cllr Thomas asked to check the DfT timelines on the LTP guidance as our most recent information was after the summer recess.</p>

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	<p>DG confirmed that they hope to release it before the summer recess and this is what they are aiming and planning to do. This is consultation on the guidance and not confirmation of the final guidance.</p> <p>Cllr Thomas thanked DG</p> <p>Cllr Alexander added that it is tough on those people doing our LTPs as these are really important and challenging documents.</p> <p>Cllr Young asked whether confirmation on the funding for the A38 scheme MRN is working to the same timescale as the STB budget or do you have any update on this?</p> <p>DG confirmed that this is currently being considered by ministers alongside other MRN and large local major projects. There was an initial delay from the spending review. Hoping that it won't be too much longer but it is a large scheme which can sometimes be more problematic.</p> <p>Cllr Hadley asked regarding the LTP, do you have a timeline for finish of consultation?</p> <p>DG confirmed that the plan is that consultation will take place until September and will confirm the guidance shortly afterwards. Advice from DfT will be to work on the consultation version of the guidance as soon as its released.</p> <p>Cllr Alexander thanked DG for his ongoing support.</p> <ul style="list-style-type: none"> • Network Rail – Matt Haywood <p>MH gave an update from Network Rail highlighting some of the main points of the paper as submitted.</p> <p>Cllr Alexander thanked MH adding that we welcome a more ambitious rail solution for our north south connectivity on the Heart of Wessex line.</p>
7	<p>Work Programme and Financial Update – James White</p> <p><u>Paper A</u></p> <ul style="list-style-type: none"> • Coach Strategy - James White <p>JW spoke to the slides.</p> <p>Cllr Alexander thanked JW and noted that this is a ground breaking piece of work. Coach travel has a poor image but it is now a very pleasant way to travel.</p> <p>Cllr Wilmore suggested that this is a nice piece of work but there is a discontinuity between this and the previous item. The omission in the National Highways route strategy was the Bristol to Bournemouth corridor and here we are saying that this is a very important route. It is puzzling if we are identifying it as a potential major coach route, but at the higher level, it has not been flagged as an important route.</p> <p>JW added that what was not mentioned in the National Highways presentation is that there is the M4 to South Coast study on which we are still waiting the final publication.</p> <p>AD confirmed that National Highways has a strategic study looking at the M4 to Dorset coast poor connection which has not yet had ministerial sign off but the thinking has fed into the route strategies work. There is currently not a Bristol to Bournemouth route strategy because there is not currently a route that does this well. The route strategies are defined on the existing SRN connections, but what there is that covers that area is a strategic objective for better north south connections.</p> <p>Cllr Alexander noted that possible routes are controversial.</p>

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	<p>Cllr Hadley noted that the Coach study is really good. The problem of that road is you get stuck behind a tractor and with a coach it is even more difficult to pass. There is an overlap with buses and we have some longer distance bus routes including one that goes along the south coast from Bournemouth to Axminster. Travelling east west along the south coast is difficult. If we have a south west group for coaches, this doesn't include the A34 and the links between Bournemouth and Oxford and there is a point where we also need to look east. Scheduled coach journeys are only 2% of the total number of trips. Should the charging strategies for coaches be included in the larger vehicles in the Alternative fuels for freight work as this may affect where we plan to put our charging points.</p> <p>Cllr Alexander added that the countryside solutions are quite complicated so the suggestion of a coach route is a helpful way of avoiding overly radical road solutions.</p> <p>Cllr Alexander moved the proposal and Cllr Thomas seconded</p> <p>The Board:</p> <ol style="list-style-type: none"> I. Approve the Coach Strategy II. Approve the programme of interventions as set out in section 4.2 III. Delegate the Programme Team and Senior Officers Group to take forward the programme of interventions <p><u>PAPER B</u></p> <ul style="list-style-type: none"> • Alternative Fuels for Freight – James White Presentation from Matt Smith (ATKINS) <p>MS spoke to the slides.</p> <p>Cllr Hadley noted that it is helpful to have thought of the wider implications and distributions. As local authorities we are trying to look at the least economic locations by default. How did you manage this in the process in terms of locations that will need public sector support?</p> <p>MS noted that the forecasting of projected demand has been based on DfT traffic statistics, and the commission for climate change decarbonisation curves. It is most likely to be the most rural areas that will need the most support from the public sector as this is where demand is lower but there is a strategic need. The M4 and M5 corridor and also in the West of England combined authority area are likely to be more commercially orientated and potentially delivered by commercial partners but this would need to be considered as part of the business case development.</p> <p>Cllr Hadley added that BCP are looking at things like solar which always comes back to grid inadequacies and where there is power on the grid is another consideration so is this the next step before we prioritise these locations?</p> <p>JW confirmed that the next stage is to use Midland Connects shortlisting tool to condense to a short list of schemes to take forward, and the issue of powerlines will be taken into account. We are expecting the updated version soon and this will be our next piece of work. The tool can be used to reflect the rural geography of Peninsula and Western Gateway. JW noted that there is likely to be a gap in the market as commercial operators focus on the M4/5 corridors but this is the next stage.</p> <p>Cllr Alexander asked that having approved the tool is the DfT likely to fund this?</p> <p>JW noted that this is likely trying to lever in as many funding sources as possible as it is going to take a partnership approach including the DfT, commercial providers and energy providers.</p> <p>Cllr Thomas suggested that focusing on the ideal additional locations in rural areas where you might not get so much commercial interest, it may be likely that the local people won't want them. In Wiltshire,</p>

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	<p>people of Marlborough are trying to encourage HGVs to use different routes. The thinking around any of these would need business cases and there may be issues with AONB, no land etc, but asked what has been done so far in terms of potential?</p> <p>Cllr Alexander noted that it was rural councillors who asked for rural areas to be considered more given that there was much focus on the existing corridors.</p> <p>JW agreed and added that the previous network map had large gaps in Dorset and other authorities with rural areas. Atkins were asked to use a different methodology as parts of the region were not going to be well served at all.</p> <p>Cllr Thomas clarified that given in rural areas, you are likely to receive opposition, what viability work to date has been done so far on the additional network sites in the rural areas.</p> <p>MS confirmed that this work will take place at the next stage as this stage was forecasting work. The request was to investigate the potential for facilities in rural areas. The locations are indicative and it doesn't have to be there but could be moved depending on local consideration within the zoning.</p> <p>Cllr Thomas noted that viability has not been done, but these locations have been identified in general as potential areas recognising the gaps that were identified the first time around.</p> <p>Cllr Alexander added that a facility would serve the needs of existing businesses but would also need to attract other businesses so there would be a tension there to that.</p> <p>Cllr Palmer asked how are we managing existing businesses and the fuels that they use to ensure they are looking towards more sustainable ideas?</p> <p>MS agreed that it is a challenge to encouraging businesses and individuals to adopt electric vehicles when the infrastructure isn't there. It is really important to develop and implement a network to break this cycle with further engagement through the SW Freight forum with a view to understanding the barriers to adopting electric and hydrogen fuelled freight vehicles. Further engagement is important and influencing and engagement is key.</p> <p>Cllr Palmer noted that big businesses may need to have their arm twisted to implement some of these measures. There is nothing to encourage these big businesses to change. There should be a strategy in place so that we force them to do that such as in London where they get fined if they don't. We are looking at gaps in the network where people might need to fuel up, however there are businesses who know that they can go from one location to another without fuelling up, is there any way we can move towards a wider strategy to bring this into place to also include HGVs that are travelling through?</p> <p>Cllr Alexander agreed and thanked Cllr Palmer for his suggestion.</p> <p>Cllr Wilmore asked about the mapping evidence base in the report. The large freight employment areas have been picked up from LSOAs census data, however assessing the map for the areas she knows, she would like to understand the methodology to see whether this is credible.</p> <p>Cllr Alexander moved the proposal and Cllr Palmer seconded</p> <p>The Board:</p> <ul style="list-style-type: none"> IV. Approve the revised report on Alternative Fuels for Freight. V. Delegate the Programme Team and Senior Officers Group to take forward the shortlisting of potential locations for hydrogen refuelling and electric vehicle charging stations. <p>Cllr Alexander thanked MS.</p> <ul style="list-style-type: none"> • Carbon Tool

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	<p>JW noted that we have rolled out our Carbon tool to local authorities and we are getting very good feedback on how they are using it.</p> <p>ACTION – KP to put slides on the website.</p> <p>Cllr Hadley suggested that the item on the carbon tool comes early in the next meetings agenda.</p>
8	<p>Strategic Transport Plan Update – James White</p> <p><u>Paper C</u></p> <p>JW spoke to the slides.</p> <ul style="list-style-type: none"> • Issues and Opportunities <p>JW confirmed that this engagement was aimed at key stakeholders and a summary of the main findings is now on the website. Generally most of the responses are constructive and it shows net zero as a top priority. There are concerns around a business as usual approach and that there should be a focus on rail rather than road and to ensure that the transport corridors are multimodal. There is a lot that has come out of the Issues and Opportunities engagement that we can use to help shape the final draft of the long term strategic transport plan.</p> <ul style="list-style-type: none"> • Revised Timeframe <p>JW outlined the new timeframe with consultation in the autumn and final board adoption at the January board.</p> <p>Cllr Thomas noted that there may be some benefit for the delay in our timeframe and that of the DfT guidance for local transport plans as there is a connection and we should make sure the direction set by the DfT is reflected in the STP.</p> <p>JW agreed and added that we have been eagerly anticipating the local transport plan guidance as the STP is part of what is referred to as the golden thread connecting national government through regional STP to local authorities and their local transport plans so this guidance is key to producing the STP.</p> <p>Cllr Alexander urged members to familiarise themselves with the STP as we need to be committed to this important document.</p> <p>The Board</p> <ul style="list-style-type: none"> VI. Approve the latest programme for producing and approving the Western Gateway Strategic Transport Plan. VII. Note the emerging results from the engagement on the Issues & Opportunities paper.
9	<p>Programme, Financial update and forward decision plan – James White</p> <p><u>Paper D and E</u></p> <p>JW spoke to the paper.</p> <p>JW noted that it is still very early in the financial year, and we have not spent much so far, but we have committed and are about to commit to further spending so we are well on the way to spending our budget for this year.</p> <p>The Board</p>

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	<ul style="list-style-type: none"> I. To note the contents of the programme update report. II. To approve the annual member contribution of £20,000 per authority. III. Note the contents of the Forward Decision Plan and advise the programme team of any issues or additional briefings required.
10	<p>AoB</p> <p>Cllr Wilmore noted that she will be happy to help draw up an agenda for next time that is workable in the time available. That task probably means we come to the next meeting with an identified Chair.</p> <p>Cllr Alexander confirmed that he is happy to take part in the agenda setting for next time. We had a very productive discussion.</p> <p>Cllr Alexander commended the Western Gateway team for the comms, including the regular emails, twitter and other communications are all very good noting that it is a good way to encourage others to engage. This will be especially important when we present the STP that we put it in front of as many people as possible. Cllr Alexander thanked everyone for their attendance.</p>