

Western Gateway Sub-national Transport Body

Board Meeting

Paper A

Date **28th September 2022**

Title of report: **2022/23 Work Programme and Financial update**

Purpose of report: **To provide an update on work programme and budget position of Western Gateway Sub-National Transport Body.**

Recommendations:

The members of the Board are recommended to:

- I. To note the contents of the programme, update report
- II. To seek delegation to the Senior Officers Group and DfT/Project Sponsor for the Strategic Transport Plan Phase 1 Baseline Report and 4 Strategic Corridor reports.
- III. To seek delegation to the Senior Officers Group and DfT/Project Sponsor for the Freight project scope of works.
- IV. To seek an informal session with the Board to review the outputs of the Alternative Fuels study and long list of sites, with formal approval at the December Board.
- V. To seek approval to proceed with Alternative Fuels Stage 2 shortlisting works ahead of the December Board and commission Midlands Connect as our supplier.

Introduction

1.1 This report contains an update on project progress and update on STB finances.

Work Programme

1.2 To date the STB Programme team have delivered.

Delivered by	Project	Status
2019/20	Story of Place - Regional Evidence Base	Completed
	Economic Connectivity Study	Completed
	Major Road Network and Large Local Major scheme submission	Completed
	Sub-National Rail Strategy – Phase 1	Completed
2020/21	Port Access Study	Completed
	Sub-national Rail Strategy – Phase 2	Completed
	Strategic Transport Plan (2020-2025)	Completed

Delivered by	Project	Status
	Strategic Modelling Review Study	Completed
2021/22	Strategic Model	Completed
	Freight Strategy	Completed
	Rural Mobility Strategy	Completed
2022/23	Strategic Transport Plan Phase 1 Baseline Report	Red – now due for completion for October
	Strategic Rail Phase 1	Completed
	Carbon Audit	Amber – due to continued project slippage and supplier capacity issues, now due for completion November (+2mth slippage)
	Coach Strategy	Red – supplier has submitted change request to increase project costs by approximately £39,600.
	Strategic Cycle Routes	Amber, now due to complete in November, delay due to supplier capacity issues (+2mth slippage)
	Strategic Transport Plan Phase 2 Technical Assessment	Amber, due to supplier capacity issues and risk to completion, due to complete for October
	Alternative Fuels for Freight Phase 1	Amber, due to supplier capacity issues and risk to completion, due to complete for October (+1mth)
	Alternative Fuels for Freight Phase 2	Green, in scoping
	Strategic Transport Plan Phase 3 Strategic Report	Red – change request proposed to extend project to October 23 (+7mth slippage)
	Strategic Rail Phase 2	Green, in contract negotiations
	Rural Making the case for investment	Green, on track
	Rural Phase 2	Green, in scoping
	Freight Phase 2	Green, in scoping
	Electric Vehicles	Green, in scoping

- 1.3 Resource update, progress to date on resource assignment. Lead Officer resource identified, seeking to appoint subject to Chair approval.
New Programme lead secured, seeking to appoint subject to Secretariat Lead approval.
EV resource team secured, seeking to appoint subject to DfT/SOG project brief approval.
Freight project, using shared supplier resource with Peninsula. Seeking to recruit officer to support BCP lead in this quarter.
Rail resource team secured, subject to contract negotiations with Network Rail.
Strategic Transport plan resource for next steps identified, subject to supplier procurement and in house Combined Authority resource agreement.
Alternative Fuel for Freight Phase 2 delivery is via Midlands Connect.
For remaining projects resource to be identified, recruitment of officers due to commence in October.

1.3 Schemes - progress update:

Ref	Project	RAG	Reason for RAG if not Green	Progress to date	Next Period
1.5	STP Phase 1 Baseline report	R	Project is significant delayed due largely to quality issues, resource capacity, now due to complete October. (Baseline Dec 21)	The draft Baseline Report and the four draft Strategic Corridor Studies have now been completed. Reports are with technical officers for peer review.	Conduct impact assessment with National Highways on proposed change request and submit to DfT sponsor to rephase works. 1.5.4 Stage 1 Baseline Report and Strategic Corridor Studies due to be shared with stakeholders for review w/c 19/09; with the aim to seek offline approvals with the Project Sponsor and Department for Transport in early October.
1.6	STP Phase 2 Technical Assessment	G	Due for completion in this quarter	Stage 2 Technical Assessment assumptions that underpin the model are with internal technical staff for review.	Stage 2 Technical Assessment – project is planning to share outputs of the 1.6.3 technical report with National Highways and Department for Transport in October.
1.7	STP Phase 3 Strategy	R	Project is significant delayed due largely to quality issues, resource capacity and delay to the release of the new Local Transport Plan guidance completion was March proposed to move to October 23.	In house resource secured to support elements of project delivery.	Subject to the Board approval for the Strategic Transport Plan recommendation, 1.7.1 procure Stage 3 Strategy Report and consultation via Gloucestershire procurement team. Seek DfT and Board approval for revised programme.
2.2	Carbon Audit	A	Amber, project continues to be delayed by capacity issues. Completion date is now pushed from a baseline of September to November.	The initial draft Baseline carbon spreadsheet tool has been completed and together with an associated user guide and methodology report, has been placed on the WGSTB in a 'beta' version for use and feedback by constituent authorities. Subsequently, WECA (as part of a wider transport decarbonisation study) agreed to further develop the tool through the incorporation of 'levers' to see the effect of different interventions / measures on transport carbon emissions. Following an award of funding from the DfT, the WGSTB has worked with the Midlands Connect STB to enhance the tool. Additional work has been agreed to align this tool with the Strategic Transport Phase 2 technical assessment work. Funding for this work is included in the Phase 2 work.	Completion of draft Do Minimum Business as Usual and Central Case scenarios by the end of September together with revised draft user guide and methodology report. Completion of draft Preferred Scenario Do Something Business as Usual and Preferred Scenario Central Case by the end of October with revised user guide and methodology report. Completion of final tool and user guide and methodology report by end of November. Arrange peer review of outputs with technical officers and DfT Sponsor in October. Complete project in November
3.0	Freight Strategy	C	Project completed	Report approved at Board	
3.1	Freight Phase 2	G	Green, phase 2 scoping work has commenced. Resourced currently via supplier and BCP.	Freight forum has held in July with positive feedback from all stakeholders. The ToR were signed off at the meeting and individual mode based working groups have been established. The first working groups have been held in September to commence drafting project proposals. (Aviation & Maritime, Rail, Roads)	Draft project proposals for review and approval by DfT Sponsor and technical officers.
4.2	Strategic Rail Phase 1	C	Phase 1 works completed and approved		

Ref	Project	RAG	Reason for RAG if not Green	Progress to date	Next Period
4.3	Strategic Rail Phase 2	G	Green, scoping next phases of work for Dorset Heart of Wessex Line study and Cheltenham Spa projects.	In discussions with Network Rail to agree draft scope of works. Team are drafting scope of works for Dorset Heart of Wessex Line study.	Seek approval from Project Sponsor and DfT Sponsor for scope of works and agree contract with Network Rail in October.
5.0	Rural Strategy	C	Works completed and approved		
5.1	Rural (making the case for investment)	G	Green, to complete November, with ratification from Western Gateway Board, Transport for the North, England's Economic Heartland, Midlands Connect, Transport for South-East, Transport East and Peninsula Boards in December.	Two workshops held with key stakeholders – including local authorities, national rural interest groups and transport organisations. Excellent feedback received. Draft document on Making the Case for rural investment shared with stakeholders. Feedback on design of document.	Complete Making the Case for Investment document and share with Senior Officers Group, Project Sponsor and DfT. for approvals.
5.2	Rural Phase 2	G	In scoping		
6.0	Coach Strategy	R	Red, change request has been submitted to increase budget of project by approximately £40k– project due to complete December Board	Stakeholder workshops have been completed. A mode comparison of transport services between major settlements in the Western Gateway is complete. Permission has been granted from National Highways to use their Southwest Regional Traffic Model. Discussion has been held with Bus Users UK charity	Agree change request with Project Sponsor. <ul style="list-style-type: none"> A gap analysis has been completed and quality check of data and has determined that there is insufficient data to inform the development of the strategy. A methodology has been developed to obtain and analyse additional data which will reinforce the process of developing and prioritising options for improving coach services. Arrange meeting with the Confederation of Passenger Transport UK.
7.0	Strategic Cycle Routes	A	Amber – was due to complete in September, this has slipped by one month due to capacity issues.	Draft report has been received, in peer review.	Share draft report with stakeholders and DfT Sponsor for review. Seek approvals at the December Board.
8.0	Alternative Fuels for Freight Phase 1	A	Amber– project slipped one month now due to complete in October and seek ratification from the Board in December.	Draft final report due 29 September.	Share draft report with technical officers, Project Sponsor and DfT Sponsor in October.
8.1	Alternative Fuels for Freight Phase 2	G	In scoping discussions with Midlands Connect		Hold informal review session with the Board to discuss long list of options. Also agree to proceed with commission Midlands Connect as our supplier to conduct the stage 2 works to commence shortlisting sites. This will be funded from DfT capability and capacity fund allocated to Midlands Connect.
9.0	Electric Vehicles	G	Green, project in inception stage	Dorset have agreed to lead the project. Scoping project brief.	Hold workshop with technical officers to ensure alignment of works and value for money aspects with existing Local Authority run projects.

2022/23 Financial Year

1.6 To note funds were drawn down on a project-by-project basis. The underspend in the Department for Transport funding has not been drawn down and the allocation has been therefore released. Project costs are rolled forward into 22/23.

Table A 2022/23

INCOME	Budget	Committed	Received	Forecast 22/23	Total Outturn	Variance Budget - Outturn
DfT Grant 20/21	£425,000	£425,000	£425,000	£0	£425,000	£0
DfT Grant 21/22	£346,980	£346,980	£346,980	£0	£346,980	£0
DfT Grant 22/23	£605,000	£302,500*		£605,000	£605,000	£0
Sub-Total	£1,376,980	£1,074,480	£771,980	£605,000	£1,376,980	£0
Local Authority carry over 21/22	£22,574	£22,574	£22,574	£0	£22,574	£0
Local Authority income 22/23	£180,000	£180,000	£100,000	£80,000	£180,000	£0
Sub-Total	£202,574	£202,574	£122,574	£80,000	£202,574	£0
Total	£1,579,554	£1,277,054	£894,554	£685,000	£1,579,554	£0

*DfT confirmed holding back £302,500 subject to performance and delivery confidence

EXPENDITURE	Budget	Committed Spend	Spend Life to Aug 22	Remaining Forecast 22/23	Total Outturn	Variance Budget - Outturn
DfT Funded Projects	£1,421,981	£771,980	£609,439	£852,149	£1,461,588	£39,607
Carbon Audit (20/21)	£20,000	£20,000	£20,000	£0	£20,000	£0
STP Phase 1 (20/21)	£90,001	£90,000	£67,183	£22,817	£90,000	-£1
Strategic Model (20/21)	£141,075	£141,075	£141,077	£0	£141,077	£2
Freight Strategy (20/21)	£72,500	£72,500	£72,500	£0	£72,500	£0
Alternative Fuels for Freight (20/21)	£41,356	£41,356	£28,623	£12,733	£41,356	£0
Strategic Rail Phase 1 (21/22)	£65,000	£65,000	£65,000	£0	£65,000	£0
STP Phase 2 - Technical Assessment (21/22)	£125,449	£125,449	£95,175	£30,274	£125,449	£0
Strategic Cycling (21/22)	£55,000	£55,000	£14,898	£40,102	£55,000	£0
Coach Strategy (21/22)	£71,600	£71,600	£2,000	£109,200	£111,200*	£39,600
Rural Mobility Strategy (21/22)	£90,000	£90,000	£90,006	£0	£90,006	£6
STP Phase 3 - Strategy (22/23)	£80,000			£80,000	£80,000	£0
Rural Mobility Phase 2 (22/23)	£150,000			£150,000	£150,000	£0
Strategic Rail Phase 2 (22/23)	£150,000		£8,683	£141,317	£150,000	£0
Freight Phase 2 (22/23)	£150,000		£4,294	£145,706	£150,000	£0
Alternative Fuels for Freight Phase 2 (22/23)	£60,000			£60,000	£60,000	£0
EV Charging (22/23)	£60,000			£60,000	£60,000	£0
STB General Costs	£96,000	£96,035	£42,364	£53,636	£96,000	£0
Programme Management Team costs	£68,000	£68,000	£38,284	£29,681	£67,965	-£35
Communication Support	£25,000	£25,000	£1,045	£23,955	£25,000	£0
Misc. - Expenses/Licences/IT/Legal	£3,000	£3,035	£3,035**		£3,035	£35
Risk Contingency	£61,573	£0	£0	£21,966	£21,966	-£39,607
Unallocated	£61,573	£0		£21,966	£21,966	-£39,607
Total Expenditure	£1,579,554	£868,015	£651,803	£927,751	£1,579,554	£0

*Subject to change request approval

**Contribution to National STB conference

Consultation, communication and engagement

2.1 This update has been discussed by the Programme Management Team and approved by Senior Officer Group.

Equalities Implications

3.1 No adverse impact on any protected groups.

Legal considerations

4.1 The Western Gateway STB remains an informal non-statutory partnership.

Financial considerations

5.1 The budget considerations are set out in this report.

Conclusion

6.1 The Board is recommended to note the final 20/21 position and project progress.

Contact Officer

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