

## **Western Gateway Sub-national Transport Body**

### **Board Meeting**

#### **Paper A**

Date **22<sup>nd</sup> September 2021**

Title of report: **2021/22 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. Note the update on delivery progress and overall programme
- II. Request to move update on Rail Parking Targets to December's Board
- III. Request to note to delegate the closure of the Strategic Modelling Project to the Programme team following the receipt of the finalised technical document.
- IV. Request to note Transport for East proposal for Joint working on making the case for investment on Rural Mobility.
- V. Request to note the forward decision plan for Senior Officers and the Board
- VI. Request to note the financial update

#### **Introduction**

- 1.1 This report contains an update on project progress, including requests for decisions on the 2021/22 forward plan.
- 1.2 This report contains an update on the Western Gateway STB's financial position.

## Work Programme

1.3 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
	Draft Strategic Transport Plan (2020-2025)	Completed
	Strategic Modelling Review Study	Completed

1.4 The current work programme is stated below:

Delivery in 2021/22	
Project	Current Forecasted Outcome
Strategic Model	Strategic modelling capability to provide a robust evidence base that underpins the Strategic Transport Plan
Strategic Transport Plan 2025-2050 Phase 1 Baseline and Scenario Plan	A report describing a clear narrative for the corridor and recommendations for future year scenario options to take forward for the Stage 2 Technical Assessment including phasing on schemes / initiatives for modelling.
Strategic Transport Plan 2025-2050 Phase 2 Technical Assessment	A technical report outlining the methodology used to undertake the assessment. The report will also appraise the impact of each scenario for each forecast year – this should include a technical assessment against the social / economic / environmental criteria agreed within the methodology report
Strategic Transport Carbon Audit	Carbon baseline for transport, scenario and forecasting tool with underpinning data
Freight Strategy	Freight Strategy that will be used to champion and support investment in schemes that ensure strategic freight movements are optimised and aligned with objectives of the wider long term STP with a proposed programme for investment. Compliments the national freight project that the Department for Transport are developing.
Rural Mobility	An understanding of the challenges faced by rural areas and opportunities for measures that facilitate decarbonisation without disadvantaging rural communities. Provide a supporting document and evidence base for the longer term STP with a proposed programme for investment.
Alternative Fuels Vehicle Strategy	Identify opportunities for Alternative Fuel provision for freight, private and passenger transport to support decarbonisation targets and to support our corridor based STP. Regional view of how policy could be adapted to WGSTB area.
Strategic Rail implementation	Partnership working with Network Rail to take forward Strategic Rail Studies into business case development
Coach Strategy	Identify opportunities to supporting of the coach industry

Delivery in 2021/22	
Project	Current Forecasted Outcome
Delivery in 2022/23	
Project	Current Forecasted Outcome
Strategic Transport Plan Horizon 2025-2050 – Phase 3 Strategy	Longer term Strategic Transport Plan to 2050
Rail Strategy implementation	Partnership working with Network Rail to take forward Strategic Rail Studies into business case development

### 1.5 Schemes in delivery - progress update:

- **Strategic Model – Project Closure**
  - The project is due to be completed by the end of September – technical report and overview brochure need to be approved and shared for feedback with National Highways. Base year model has been reviewed by the programme team technical lead and shared with National Highways (Highways England). The project outputs have also been shared with the DfT Policy lead for comment – no feedback received.
  - The project closure is noted at September Board with final delegation to the Programme team to sign off the technical document.
  - A sense check against the National Highways updated model, will be carried out as part of Phase 2 of the STP Technical Assessment works.
- **Strategic Transport plan 2025-2050 – Green – December Completion**
  - Progress to date:
    - The project is on track for completion in December.
    - Proposal is included in the Board papers to approve public consultation and targeted engagement. IN order to meet the December Board, the programme team will be recommending a 4-week consultation and engagement exercise.
    - The project team continue to work with Highways England to ensure alignment of the M4 Dorset to South Coast study with our regional corridor-based schemes.
  - Next Steps:
    - 4 weeks targeted stakeholder and public engagement to be approved by the Board in September.
    - Procure the Phase 2 Technical Assessment work, which is programmed to start in December.
- **Carbon Audit Project – Amber – December Completion**
  - Progress to date:
    - Delay to Phase 1 deliverable for baseline tool to the end of September. Update to be provided to the Board as part of a separate paper.
    - Workshop held with technical officers on Phase 2 forecast tool deliverable. Revised programme still on track to meet December's Board, however the project is on the critical path, mitigation discussions are underway with the supplier.
  - Next Steps:
    - Approval of Phase 1 deliverable to be delegated to Senior Officers in consultation with the Technical Officers.
    - Decision on where to store the tool and how to move it into operational use for officers. Work with the Combined Authority on their Transport Decarbonisation project.

- **Freight – Green – December Completion**
  - Progress to date:
    - A workshop held 22/07 with stakeholders and freight operators. Data analysis underway to understand goods movements.
    - Interim report produced to be circulated to Technical Officers for feedback.
  - Next Steps:
    - Develop intervention options and consult with stakeholders and operators.
    - Complete final report and submit recommendations to Technical and Senior Officers for feedback, ahead of December Board.

## 1.6 Schemes pending commissioning:

- **Strategic Rail Programme – Amber – delay to Parking Targets to December Board:**
  - Progress to date:
    - Revised parking targets delayed to December Board due to officer time, and prioritisation of Business Plan for September Board.
    - Stations Accessibility work has been paused, following the publication of the Williams Shapps paper.
    - The Department has appointed Atkins to carry out an Accessibility to Stations programme. Meeting arranged with Atkins 27/09 to discuss work programme and understand what stations are programmed.
    - Network Rail to issue Network Agreement to agree ways of working. Approval of Network Agreement has been delegated to Secretariat by Senior Officers.
    - Revised prioritised programme agreed by Senior Officers and has been circulated for final approvals to Chair and Vice Chair as per July Boards delegation.
  - Next Steps:
    - Approval of partnership working proposal by Chair and Vice Chair.
    - Agreement of ways of working with Network Rail and work programme.
    - Update Senior Officers on DfT Accessibility Work Programme at October meeting.
    - Discussion with East West Rail Consortium Programme lead post their Board meeting in September. Meeting to discuss how we take the proposal for East West connectivity forward and what role the WGSTB could potentially play.
    - Update Senior Officers on East West discussions at October meeting.
- **Alternative Fuels – Amber – Scope and Programme o/s to be agreed**
  - Progress to date:
    - Discussion held with DfT on Freight Alternative Fuels work. The DfT Policy lead is in favour of the proposal, final scope to be issued by Atkins in order to secure final agreement on scope. Request from DfT to be involved in the programme has been raised at SOG and is seen as a positive way forward. Officers are liaising with Midlands Connect to ensure we take this forward in the most efficient way.
  - Next Steps:

- Next steps conclude negotiations at National STB level and proceed with the Midlands Connect Alternative Fuels study.
- **Strategic Cycle Routes – Green – December Completion (Est)**
  - Progress to date:
    - Scope received from supplier.
  - Next Steps:
    - Moderation session on proposal with technical officers and award contract.
    - Gather intel on what existing work is happening on Walking & Cycling, Active Travel and E-bikes, E-scooters with our members.
    - Once supplier is onboard in September, update will be made to project completion.
- **Coach Strategy – Green – March Completion (Est)**
  - Progress to date:
    - Feedback received from BSIP officers, revised brief ready to be shared with DfT and officers for approval.
    - Coach.
  - Next Steps:
    - Agree brief with DfT and officers and issue request for Direct Award.
    - Once supplier is onboard in October, update will be made to project completion.
- **Rural Mobility – Green - March Completion (Est)**
  - Progress to date:
    - Tender issued – supplier responses due back 10/09. Moderation session booked 17/09.
    - Discussion held with National Rural Mobility Lead Transport for East and Midlands Connect on their Rural Mobility programme to understand and obtain learnings. WGSTB has joined National STB Rural Working Group.
    - Transport for East have proposed taking forward joint working to produce a case for investment in Rural Mobility with Peninsula, DfT and the Western Gateway STB.
  - Next steps:
    - Award tender, following moderation session 17/09.
    - Discuss Transport for East request for joint working in more detail 09/09 and update Board and SOG potentially with request to proceed with joint working.

#### **Recommendations:**

The members of the Board are recommended to:

- I. Note the update on delivery progress and overall programme
- II. Request to move update on Rail Parking Targets to December's Board
- III. Request to note to delegate the closure of the Strategic Modelling Project to the Programme team following the receipt of the finalised technical document.
- IV. Request to note Transport for East proposal for Joint working on making the case for investment on Rural Mobility.

1.7 Schemes in delivery - progress update:  
Board Forward Decision Plan

Based on work programme the projects will require approvals from Senior Officers and Board

Decision MTh	Project	Purpose of Request	Month to Board
<b>Board decisions - remainder of Board decisions TBC once suppliers on board</b>			
Sept	Business Plan	<ul style="list-style-type: none"> <li>Request to approve future role of STB.</li> <li>Request to approve the preferred option for the Business Plan (subject to negotiations with DfT and subsequent funding award.)</li> <li>Request to approve the prioritised work programme within each of the Business Plan options subject to funding award.</li> <li>Request to submit preferred Business Plan option to DfT for negotiation.</li> <li>Request to delegate negotiations with DfT to Senior Officers and the Programme Team.</li> </ul>	
	Strategic Modelling	Delegate the closure of the project to the Programme team following receipt of the finalised technical document.	
	Strategic Transport Plan	Sign off public engagement document and approve 6-week engagement process	
Dec	Freight	Approval of South West Regional Freight Strategy	
	Strategic Cycling	Placeholder - subject to supplier proposal - Approval of final strategic cycling report	
	Rail	Approval of revised rail parking targets to be included in Rail Strategy	
	Carbon Audit	Approve Carbon Audit final deliverable	
	STP Corridors	Approval of Stage 1 Baseline Assessment and Scenario Planning final report	
Jan	Business Plan	Placeholder - review updated Business Plan subject to receipt of funding confirmation from DfT and proposed prioritised programme of works	
March	Rural	Placeholder - subject to supplier proposal - Approval of final Rural Mobility report	
	Coach	Placeholder - subject to supplier proposal - Approval of final Coach report	

Decision MTh	Project	Purpose of Request	Month to Board
	Alternative Fuels	Placeholder - subject to supplier proposal - Approval of final Alternative Fuel for Freight report	
	Alternative Fuels	Placeholder - subject to supplier proposal - Approval of final Alternative Fuel non-Freight report	
<b>SOG decisions</b>			
Sept	Business Plan	<ul style="list-style-type: none"> <li>Request to endorse Business Plan and to proceed to Board for approval and subject to Board approval proceed with funding ask to DfT. Subject to negotiations with DfT and subsequent funding award</li> </ul>	Sept-Agreed
	Rail	<ul style="list-style-type: none"> <li>Request to approve Rail prioritised programme, subject to final approval by Chair &amp; Vice Chair <ul style="list-style-type: none"> <li>to enter into partnership working with Network Rail</li> <li>to delegate approval of the agreement with Network Rail to Secretariat</li> </ul> </li> </ul>	Agreed - subject to Chair & Vice Chair
	Strategic Transport Plan	<ul style="list-style-type: none"> <li>Request to approve Engagement strategy and proceed to the Board in September for approval to proceed with Engagement</li> </ul>	Sept-Agreed
	Rural & Strategic Cycling	<ul style="list-style-type: none"> <li>Request delegate approval to programme team of supplier proposals for Rural Mobility and Strategic Cycling</li> </ul>	Agreed
	Strategic Modelling	<ul style="list-style-type: none"> <li>Agree delegation to Programme team approval of final technical deliverable for project</li> </ul>	Agreed
Oct	Strategic Transport Plan	<ul style="list-style-type: none"> <li>Agree to delegate approval of scope and cost to Programme Team for Phase 2 Technical subject to approval from DfT Policy Lead &amp; Sponsor</li> <li>Assessment to proceed (exemption pre-approved by WECA procurement to Direct Award to WSP subject to receipt of proposal and moderation on commercials)</li> </ul>	
	Coach	<ul style="list-style-type: none"> <li>Agree scope of works and agree to delegate approval of proposals from supplier and cost within budget envelope to programme team; Also, subject to approval of scope from DfT Policy Lead &amp; Sponsor</li> </ul>	

Decision MTh	Project	Purpose of Request	Month to Board
	Alternative Fuels	<ul style="list-style-type: none"> <li>Placeholder - agree scope of works - subject to DfT issuing EV Charging Strategy and agree to delegate approval of proposals from supplier and cost within budget envelope to programme team. Also subject to approval from DfT Policy Lead &amp; Sponsor</li> </ul>	
Dec	Strategic Transport Plan	<ul style="list-style-type: none"> <li>Approval of Stage 1 Baseline Assessment and Scenario Planning final report and to proceed to Board</li> </ul>	Dec
	Rail	<ul style="list-style-type: none"> <li>Approval of revised rail parking targets to be included in Rail Strategy</li> </ul>	Dec
	Carbon Audit	<ul style="list-style-type: none"> <li>Agree Carbon Project final deliverable and to proceed to Board</li> </ul>	Dec
	Strategic Cycling	<ul style="list-style-type: none"> <li>Placeholder - agree final report and agree to proceed to the Board - subject to supplier proposal</li> </ul>	Dec
	Freight	<ul style="list-style-type: none"> <li>Approval of South West Regional Freight Strategy and agree to proceed to the Board</li> </ul>	Dec
Jan	Business Plan	<ul style="list-style-type: none"> <li>Placeholder - review updated Business Plan subject to receipt of funding confirmation from DfT and proposed prioritised programme of works</li> </ul>	Jan
Feb	Rural	<ul style="list-style-type: none"> <li>Placeholder - agree final report and agree to proceed to the Board - subject to supplier proposal</li> </ul>	Mar
	Coach	<ul style="list-style-type: none"> <li>Placeholder - agree final report and agree to proceed to the Board - subject to supplier proposal</li> </ul>	Mar
	Alternative Fuels	<ul style="list-style-type: none"> <li>Placeholder - subject to supplier proposal - Approval of final Alternative Fuel for Freight report</li> </ul>	Mar
	Alternative Fuels	<ul style="list-style-type: none"> <li>Placeholder - subject to supplier proposal - Approval of final Alternative Fuel non-Freight report</li> </ul>	Mar

**Recommendations:**

The members of the Board are recommended to:  
V. Note the forward decision plan for Senior Officers and the Board.

## 2021/22 Financial Year

5.8 Spend forecasts for projects are based on estimates and are subject to change depending on the scope agreed with the DfT, Senior Officers Group and Board; also, subsequent negotiations with supply chain.

**Table A – YTD 2021/22 position**

INCOME	Budget	Received		Remaining Forecast	Total Outturn	Variance Budget - Outturn
DfT Grant Carry over 20-21	£425,000	£425,000			£425,000	£0
DfT Grant 21-22	£425,000			£425,000	£425,000	£0
<b>Sub-Total</b>	<b>£850,000</b>	<b>£425,000</b>		<b>£425,000</b>	<b>£850,000</b>	<b>£0</b>
Local Authority carry over 20-21	£38,670	£38,670		£0	£38,670	£0
Local Authority income	£180,000	£180,000		£0	£180,000	£0
<b>Sub-Total</b>	<b>£218,670</b>	<b>£218,670</b>		<b>£0</b>	<b>£218,670</b>	<b>£0</b>
<b>Total</b>	<b>£1,068,670</b>	<b>£643,670</b>		<b>£425,000</b>	<b>£1,068,670</b>	<b>£0</b>

EXPENDITURE	Budget	Committed Spend	Spend to Date	Remaining Forecast	Total Outturn	Variance Budget - Outturn
<b>DfT Funded Projects</b>	<b>£850,000</b>	<b>£324,562</b>	<b>£246,891</b>	<b>£570,171</b>	<b>£817,062</b>	<b>-£32,938</b>
Carbon Audit (20/21)	£20,000	£20,000	£20,000	£0	£20,000	£0
STP Phase 1 (20/21)	£120,000	£90,987	£42,632	£48,355	£90,987	-£29,013
Strategic Model (20/21)	£145,000	£141,075	£131,136	£9,939	£141,075	-£3,925
Freight (20/21)	£72,500	£72,500	£53,123	£19,377	£72,500	£0
Alternative Fuels (20/21)	£67,500			£67,500	£67,500	£0
Rail Strategy (21/22)	£65,000			£65,000	£65,000	£0
STP Phase 2 - Technical Assessment (21/22)	£140,000			£140,000	£140,000	£0
Strategic Cycle project (21/22)	£60,000			£60,000	£60,000	£0
Coach project (21/22)	£60,000			£60,000	£60,000	£0
Rural Mobility (21/22)	£100,000			£100,000	£100,000	£0
<b>WGSTB Funded Projects</b>	<b>£53,922</b>	<b>£53,922</b>		<b>£20,922</b>	<b>£53,922</b>	<b>£0</b>
Carbon Audit (20/21)	£53,922	£53,922	£33,000	£20,922	£53,922	£0

<b>STB General Costs</b>	<b>£158,000</b>	<b>£156,760</b>	<b>£72,483</b>	<b>£85,292</b>	<b>£157,775</b>	<b>-£225</b>
Programme Management Team costs	£130,000	£130,000	£65,708	£64,292	£130,000	£0
Communication Support	£25,000	£25,000	£5,240	£19,760	£25,000	£0
Misc. - Expenses	£3,000	£1,760	£1,535	£1,240	£2,775	-£225
<b>Risk Contingency</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
Unallocated -STB Funding	£6,748					£0
<b>Total Expenditure</b>	<b>£1,068,670</b>	<b>£535,244</b>	<b>£319,374</b>	<b>£683,133</b>	<b>£1,035,507</b>	<b>-£33,163</b>
<b>WGSTB Exp</b>	<b>£211,922</b>	<b>£210,682</b>	<b>£72,483</b>	<b>£106,214</b>	<b>£211,697</b>	<b>-£225</b>
<b>DfT Exp</b>	<b>£850,000</b>	<b>£324,562</b>	<b>£246,891</b>	<b>£570,171</b>	<b>£817,062</b>	<b>-£32,938</b>

- I.7 Spend forecasts for projects are based on estimates and are subject to change depending on the scope agreed with the DfT, Senior Officers Group and Board; also, subsequent negotiations with supply chain.
- I.8 Risk provision is being held pending procurement of services for projects.

The members of the Board are recommended to:

- VI. Note the financial update

## **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 both the emerging work programme and YTD budget allocation for 2021/22.

## **Contact Officer**

Nuala Waters, Programme Manager (Western Gateway Sub-National Transport Body)

Nuala Waters [nuala.waters@Westofengland-CA.gov.uk](mailto:nuala.waters@Westofengland-CA.gov.uk)