

Report subject	Transforming Cities Fund (TCF) Programme
Meeting date	27 May 2020
Status	Public Report
Executive summary	<p>To inform Cabinet of progress to date regarding the Department for Transport (DfT) based Transforming Cities Fund (TCF) award and process</p> <p>To seek delegated authority to the Director of Growth and Infrastructure in consultation with the relevant Portfolio Holder through the TCF Governance Structure for decisions on delivery</p> <p>To inform Cabinet of proposed next steps regarding the TCF programme.</p>
Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <ul style="list-style-type: none"> (a) Notes the Transforming Cities Fund (TCF) Award, seeks Council approval to accept the grant funding and notes the progress to date regarding the TCF programme (b) Approves in principle the proposed three-year delivery programme, in line with the TCF Strategic Outline Business Case, and guidance set out by the Department for Transport (DfT) in the Assurance Framework (c) Approves the proposed Governance Framework and delegates authority to the Director of Growth and Infrastructure in consultation with the Portfolio Holder for Transport and Infrastructure, through the TCF Council Governance Board (CGB), for approval of future proposals, the detailed design of each element of the programme and to advertise associated Traffic Regulation Orders (TROs). (d) Approves any variation (as required) to the spend against the corridor based budgetary allocations identified in the SOBC and the making of TROs, following consideration of any objections to the advertising of those orders associated with the programme.

	<p>(e) Receives quarterly TCF reports on progress to Cabinet for approval prior to submitting to DfT.</p> <p>(f) Notes the proposed next steps regarding the TCF processes and the commitment of participating partners.</p>
Reason for recommendations	<p>The delegations are designed to:</p> <ul style="list-style-type: none"> • Allow maximum flexibility in meeting the strict DfT timeline for delivery over the next three years, with appropriate BCP approvals in place • Ensure that the authority is best placed to progress scheme delivery at pace.
Portfolio Holder(s):	Councillor Andy Hadley - Portfolio Holder for Transport and Infrastructure
Corporate Director	Bill Cotton – Corporate Director of Regeneration and Economy
Report Authors	<p>Julian McLaughlin - Director of Growth and Infrastructure</p> <p>Gary Powell - Head of Engineering</p> <p>Marc Griffin - TCF Programme Manager</p> <p>Claire Clark - TCF Programme Management Team</p>
Wards	Various
Classification	For Decision

Background

1. On 11 March 2020, BCP and Dorset Councils were awarded £79 Million by the Department for Transport (DfT) as part of the Transforming Cities Fund (TCF) programme, which forms a key part of the Government's Industrial Strategy. The plan of the TCF SE Dorset City Region is shown in Appendix A. The award received equates to just over the 'Low Ask' amount that formed part of the Strategic Outline Business Case (SOBC) submitted on 28 November 2019. Details relating to this process were set out in the Cabinet Report, Agenda Item No.12 on 9 October 2019. The purpose of this report is to give an update to Cabinet on the TCF award and the progress to date regarding the TCF programme.
2. The Award Letter from the DfT was received by BCP Council on 20 March 2020 and sets out how the capital grant funding will be paid over four years from 2019-20 to 2022-23. The letter further goes on to state that the funding is for public transport improvements in

the South East Dorset city region as outlined in the SOBC and the terms under which the funding is granted are as follows:

2019/20	2020/2021	2021/22	2022/23	TOTAL
£3,955,973	£10,019,544	£30,876,142	£34,451,275	£79,302,934

3. Funding is granted on the assumption that the local authority/private contributions are at least as stated in the SOBC. It has now been confirmed that there is no requirement to produce a Full Business Case for this level of funding, as none of the individual schemes are over £40M.
4. The letter also states that BCP Council is required by the DfT to provide a final version of its Assurance Framework by 20 April 2020. Investment decisions on individual components of the package will be made locally in accordance with the BCP Council Assurance Framework which must be compliant with the requirements of the National Local Growth Assurance Framework guidance. The SED TCF Assurance Framework sets out the policies, rules and processes to be applied throughout the TCF programme. The framework provides details of roles and responsibilities, policies and procedures, accounting arrangements, governance, stakeholder and public engagement, programme delivery and financial arrangements. DfT also required a TCF Proforma to be submitted on 13 April 2020 setting out details relating to the schemes, costs, type, local/private contributions, location and start and completion dates.
5. Due to the tight timeframe for submitting the Assurance Framework and TCF Proforma, these were approved in principle by the Director of Growth and Infrastructure in consultation with the Portfolio Holder for Transport and Infrastructure and later ratified by the TCF Council Governance Board.
6. Cabinet is asked to approve in principle the proposed three-year delivery programme in line with the TCF Strategic Outline Business Case, and the guidance set out by the DfT in the Assurance Framework. This is in line with the Low Ask award of £79 million and is set out in Appendix B. A summary of the low ask schemes is shown in Appendix C.
7. The proposed Governance Framework has been in place and followed since February 2020, enabling the programme to continue at pace. As the programme is a joint undertaking with Dorset Council, Councillors and Officers from both authorities are involved at each level of governance and delivery. Julian McLaughlin, Director of Growth and Infrastructure, is Senior Responsible Officer (SRO) on behalf of BCP Council and Jack Wiltshire is SRO for Dorset Council. The Governance Framework is included at the end of this report as Appendix D. CGB consists of Julian McLaughlin, Cllr Andy Hadley, Cllr Felicity Rice, Jack Wiltshire, Cllr Ray Bryan and Cllr Mike Parkes, along with the TCF Programme Management Board representative/s. Cabinet is requested to approve the proposed Governance Framework and delegate authority to the Director of Growth and Infrastructure in consultation with the Portfolio Holder for Transport and Infrastructure through the TCF CGB for approval of future proposals, the detailed design of each element of the programme and to advertise associated Traffic Regulation Orders.

8. COVID-19 is currently having a major impact both locally and nationally. The TCF Programme Management Team is however fully engaged in the delivery process and communicating effectively throughout this time. There are numerous 'virtual' meetings ongoing, and include; weekly Programme Management Team Meetings, weekly update reporting to Programme Management Board Ops, Bi-Monthly Programme Management Board, BCP and DC Councillors Briefing sessions, Council Governance Board (CGB) meeting, along with regular communications, consultation and programme meetings. The Programme Management Team are currently actively exploring ways to undertake alternative 'virtual' workshops in May and June. Once a method for 'virtual' engagement and consultation has been established, this will be taken forward to wider Stakeholder engagement.
9. A quarterly Forward Plan will be produced to draw together all the activities and tasks that occur within that period. The first one is in place for Q1 April-June 2020 and includes; meetings, governance, communications, high-level programme, risks, procurement, delivery, stakeholder engagement, financial updates and reporting requirements. This Forward Plan will in turn be utilised to report to the DfT as per the requirements as set out in the award letter and in line with the Assurance Framework.
10. Updates relating to Programme and Delivery will be reported to the Programme Management Board and CGB. Work has progressed to establish the Delivery Teams under each Task Group across the programme. Within that, a reporting structure is identified, along with the scope of works, lead responsibilities, consultation, construction, programme management and delivery, budget and resource requirements. Additional Procurement workshops will be arranged to take the Procurement Strategy forwards.
11. An agreed Design Guide Strategy is required to inform the TCF process. This will be implemented by BCP and Dorset Councils for consistency across the corridors and schemes. The Design Guide will take account of current best practice in addition to newly published guidance from the DfT. Workshops will be set up and include the Portfolio Holders, Council officers and relevant Stakeholders. It is important for agreement and clarity at an early stage to fully inform the TCF process going forwards. Decisions and agreement in relation to this will be presented to and approved by CGB.
12. A Risk Register highlighting the Top Ten Risks across the programme is presented to the monthly Programme Management Board, mitigation is discussed where necessary, and reported back to the Programme Management Team for action. The Top Ten Risks will also be reported to the bi-monthly CGB meetings to fully appraise the board of the risks and the mitigation proposed.
13. Traffic Regulation Orders (TROs) associated with the TCF programme will be advertised following approval by the CGB and then any objections reported to Cabinet, as per current approval process. This enables the programme to progress at pace whilst still ensuring there is opportunity for open and public debate prior to any decisions being made. Cabinet is requested to approve any variation (as required) to the spend against the corridor based budgetary allocations identified in the SOBC and the making of TROs, following consideration of any objections to the advertising of those orders associated

with the programme. It is also proposed that Cabinet receives quarterly TCF reports on progress for approval prior to submitting to DfT. Dorset Council will follow similar due process in relation to TROs in Dorset and reporting to Cabinet where appropriate.

Communications, Consultation and Stakeholder Engagement

14. It is recognised that a key element of the TCF process from the outset is the communications, consultation and engagement with stakeholders and the public. Substantial preparatory work has already been undertaken to progress the documentation required. This includes a Communications Plan, Strategy, Protocol, Stakeholder lists, key messages, Q&As, vision, straplines, branding, and website. A number of these documents are 'fluid' due to the nature of their status and will continue to be refined as the programme progresses. BCP Council are leading on proactive communications and media activity in conjunction with Dorset Council. In line with DfT requirements, the TCF branding will be at the forefront of all communications and consultation. These documents and materials have been presented and comments received at the first CGB, which took place in early May.
15. There is both a communications and consultation process in place, each informing the other. Consultation is currently being affected by the COVID-19 situation in terms of face to face consultation. Therefore, other proactive ways of consulting with stakeholders and the wider public are being considered and will be implemented over the coming months. It is further recognised that adequate tools for consultation must be available for the public to interact, be informed and ask questions in relation to the TCF programme. These are actively being explored, and the relevant platform will be purchased and become operational as part of the wider consultation process. The Programme Management Team and Delivery Teams will proactively engage with all interested parties, using these tools to work with ward councillors and local communities along the routes.
16. In future, once the COVID-19 restrictions have been lifted, there will be opportunities for engagements, events and workshops in line with the communications and consultation proposals. The TCF communications and consultation material will be used to further promote sustainable transport solutions and form a wider legacy which it is hoped will go beyond the 3 year programme.
17. Upon receipt of the award letter from the DfT, the Programme Management Team wrote to the 70+ respondents as set out in the SOBC, thanking them for their support during the bid process. These respondents indicate the breadth of support for the TCF programme and we will continue to proactively engage with them, through the consultation processes in place. Regular Stakeholder meetings will form part of the consultation process going forwards.
18. Cabinet is asked to note the proposed next steps regarding the TCF processes and the commitment of participating partners.

Summary of financial implications

19. Costs to date in relation to the SOBC and submission of the TCF bid in November 2019, can be claimed as part of the 2019/20 allocation. Significant further work has been ongoing in 2020 in relation to the Programme Management Team, setting up of the Governance, Comms and work streams to the end of March 2020.
20. Going forwards, all further works will be fully funded through the TCF Funding Award across the next three financial years.
21. The local authority is liable for the local contributions as detailed in the SOBC. This equates to an LTP Contribution of £6.1M (combined BCP and Dorset Council) phased over the life of the Programme, to deliver schemes locally that continue to promote walking, cycling and bus usage, complementing the TCF Programme. In addition, there are third party contributions that equate to just under £15M included in the SOBC.

Summary of legal implications

22. The Council's Constitution allows the Leader and Cabinet to delegate functions to the appropriate officers. Considering the timescales and the shared delivery with Dorset Council across the programme, we need the governance to be agile in order to enable delivery at pace. Delegation of functions to the CGB will facilitate this.

Summary of human resources implications

23. Based on existing levels of funding within the BCP Council area of the SE Dorset City Region it is likely that TCF will increase the capital investment by circa 3-4 times in coming years.
24. Trebling or quadrupling the amount of capital investment from TCF would inevitably lead to a significant demand for resource. The Council has existing consultancy and contractor frameworks in place to assist with filling this resource gap. The TCF programme will also require additional corporate support time, i.e. finance, procurement & legal. All resources will contribute to capital assets and are therefore chargeable to the TCF Programme and were covered within the SOBC and subsequent award.

Summary of sustainability impact

25. The proposed programme is designed to promote sustainable travel.
26. All proposals will be developed to minimise the impact of the construction of any works. This will include Early Contractor Involvement (ECI) to ensure that construction methods minimise the impact of construction on the environment.
27. Where practicable the proposals will include planting of new trees to create shade along routes.

Summary of public health implications

28. The proposed programme is designed to promote sustainable travel which should reduce harmful emissions, provide healthy choices, provide better connected communities, thereby improving health and wellbeing.

29. The proposed programme should also improve road safety, thereby creating a safer environment for all.

Summary of equality implications

30. Equalities implication screening has indicated that a full assessment is not required at this stage.

31. The proposals all promote sustainable travel and as such will likely enhance the lives of persons with protected characteristics.

32. Equalities screening will need to be revisited once the programme content is confirmed to assess any implications during design and construction of the proposals. This has been built into the programme.

Summary of risk assessment

33. Proposed schemes along the TCF corridors have been developed in line with TCF objectives and the outputs of the Bournemouth, Christchurch and Poole Travel Survey (October 2018 to January 2019). These schemes have been developed to feasibility level to date and therefore have not been fully consulted upon at a local level.

34. To ensure that local views are considered when developing the programme, consultation will be undertaken as part of the process of developing schemes from feasibility to their outline design. This will provide maximum flexibility for local views while keeping to the DfT guidance/expectation.

35. A robust communications strategy will be implemented to promote the programme and also consider the management of expectations.

Background papers

South East Dorset Transforming Cities Fund Strategic Outline Business Case (submitted to DfT in November 2019) – available via email link on request

South East Dorset Transforming Cities Fund Local Assurance Framework – available via email on request

Appendices

1. Appendix A – Plan of TCF SE Dorset City Region
2. Appendix B – Proposed 3 Year Delivery Programme
3. Appendix C – Summary of Low Ask Schemes
4. Appendix D – TCF Governance Framework