

# CABINET



Report subject	<b>Transforming Cities Fund (TCF) End of Year Report</b>
Meeting date	23 June 2021
Status	Public Covering Report with appended Confidential End of Year Report
Executive summary	To inform the Cabinet of progress to date regarding the Department for Transport (DfT) based Transforming Cities Fund (TCF) award To inform Cabinet of the DfT Year End Report for 2020/21 submitted in April 2021.
Recommendations	<b>It is RECOMMENDED that:</b>  <b>Cabinet notes the progress to date regarding the TCF programme delivery and the DfT End of Year Report (April 2021)</b>
Reason for recommendations	Cabinet has delegated authority to the Council Governance Board (CGB) under the Assurance Framework for Transforming Cities Fund, to allow maximum flexibility in meeting the strict DfT timeline for delivery and ensure that the authority is best placed to progress scheme delivery at pace. Cabinet previously agreed that a regular update should be provided and this report along with the associated DfT End of Year report is designed to inform Cabinet of progress to date.
Portfolio Holder(s):	Councillor Mike Greene – Portfolio Holder for Transport and Sustainability
Corporate Director	Kate Ryan – Chief Operations Officer
Report Authors	Julian McLaughlin – Director of Transport and Engineering Gary Powell – Head of Engineering Claire Clark – TCF Programme Management Team
Wards	Council-wide
Classification	For Information

## 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. The TCF SE Dorset City Region is shown in Appendix A. The award equates to the 'Low Ask' in the Strategic Outline Business Case (SOBC) submitted on 28 November 2019 as shown in Appendix B and the Corridors are shown in Appendix C. Details relating to this process were set out in the Cabinet Report, Agenda Item No.12 on 9 October 2019. A further Cabinet Report with an update and Recommendations was subsequently included as Agenda Item No.10 on 27 May 2020. The purpose of this report is a year-end update providing information on progress in the first full year<sup>1</sup> of TCF programme and is for information purposes only.
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 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 – (Note: the spend has been signed off on a quarterly basis throughout 2020/21 by the DfT thus far)

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

3. The letter states that BCP Council (as Lead Authority) is required by the DfT to provide a final version of its Assurance Framework by 20 April 2020. This was completed within requisite timescales and has been further updated and submitted to the DfT along with the Q4 Proforma on 30 April 2021. Investment decisions on individual components of the programme will be made locally in accordance with the Assurance Framework which must be compliant with the requirements of the National Local Growth Assurance Framework guidance. The Assurance Framework sets out the policies, rules and processes to be applied throughout the TCF programme. The Assurance Framework provides details of roles and responsibilities, procedures, accounting arrangements, governance, stakeholder and public engagement, programme delivery and financial arrangements. The DfT also require Quarterly Proformas to be submitted and an End of Year Report. Regular quarterly meetings are held with the DfT, including attendance from Programme Management Board (PMB) members and the Senior Responsible Officer (SRO).
4. A Partnering Agreement between BCP and Dorset Councils for the financial transactions related to the programme is in place, agreed and sealed in January 2021.
5. The Governance Framework has been in operation 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

---

<sup>1</sup> 2019/20 funding was awarded alongside DfT Award Letter 11<sup>th</sup> March 2020, in year spending was restricted to initial programme development and SOBC.

level of governance and delivery. Julian McLaughlin, Director of Transport and Engineering, is SRO and Chair of the Council Governance Board (CGB). The Governance Framework is included at the end of this report as Appendix D. CGB consists of Julian McLaughlin, Cllr Mike Greene, Cllr Philip Broadhead, Jack Wiltshire (Head of Highways, Dorset Council), Cllr Ray Bryan and Cllr Mike Parkes, along with PMB representatives.

6. Over the last fifteen months, COVID-19 has had a major impact both locally and nationally. The TCF Programme Management Team (PMT) has however been fully engaged in the delivery process and communicating effectively throughout this time. There are numerous 'virtual' meetings ongoing and include: weekly PMT meetings, weekly update reporting to PMB, monthly full PMB meetings, BCP and DC Councillors Briefing sessions/workshops, bi-monthly CGB and Programme Steering Group (PSG) and Stakeholder meetings, along with regular communications, consultation, and other programme meetings.
7. A Forward Plan is produced quarterly to draw together all the activities and tasks that occur within that period. The first one in place was for Q1 April-June 2020, and thereafter regularly updated and issued to PMB and CGB. The Forward Plan sets out information pertaining to meetings, governance, communications, high-level programme, risks, procurement, delivery, stakeholder engagement, financial updates and reporting requirements.
8. Updates relating to Programme and Delivery are reported to the PMB and CGB. Delivery Teams are established 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. A Procurement Strategy has been developed and is now in place.
9. A Risk Register highlighting the Top Ten Risks across the programme is presented to the monthly PMB, mitigation is discussed where necessary, and reported back to the PMT for action. PMT hold bi-monthly workshops to assess the risks. The Top Ten Risks are reported to CGB meetings to fully appraise the board of the risks and the mitigation proposed.
10. Traffic Regulation Orders (TROs) associated with the TCF programme will be advertised following approval by SRO/CGB any formal objections will then be reported to the Portfolio Holder for Transport and Sustainability, 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.

### **Communications, Consultation, Stakeholder and Public Engagement**

11. It is recognised that a key element of the TCF process from the outset is the branding, communications, consultation and engagement with stakeholders and the public. A Communications Plan, Strategy and Protocol are in place and these have been approved by CGB. Stakeholder engagement and messaging are considered to be key. BCP Council are leading on proactive and operational communications and media activity in conjunction with Dorset Council. In line with DfT requirements, the TCF branding is at the forefront of all communications and consultation.
12. The TCF branding sits within the BCP Council Transforming Travel umbrella on the website and consultation platform.

13. Early engagement on the 4 x Cycle Corridors and 2 x Sustainable Corridors was undertaken in November and December 2020 on the consultation platform Engagement HQ (EHQ). The formal Cycle Corridor Consultation was launched on 24<sup>th</sup> February and ran until 31<sup>st</sup> March. The Sustainable Corridor Consultation was launched on 10<sup>th</sup> May until 14<sup>th</sup> June. This online method of consultation has been well received with high levels of feedback to further inform the design process. Construction on Leigh Road in Wimborne, Dorset commenced in January 2021 and the first two Cycle Corridor schemes commenced in May 2021.

### **Summary of financial implications**

14. Costs to date in relation to the SOBC and submission of the TCF bid in November 2019, were claimed as part of the 2019/20 allocation. Significant further work undertaken at the start of 2020 were in relation to the PMT, setting up of the Governance, Communications and work streams. Throughout 2020/21 schemes have been further progressed to the construction stage and this is reflected in the spend to date.
15. 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**

16. 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, the governance needs to be agile in order to enable delivery at pace. Delegation of functions to the CGB facilitates this and has been working well.

### **Summary of human resources implications**

17. Based on existing levels of funding within the BCP Council area of the SE Dorset City Region, TCF has increased the capital investment by circa 3-4 times in coming years.
18. Trebling or quadrupling the amount of capital investment from TCF has led 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 also requires additional corporate support time, ie. finance, consultation, comms, procurement & legal. Where necessary, additional resource has been brought in to support these corporate support functions. 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**

19. The proposed programme is designed to promote sustainable travel.
20. 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.

21. Where practicable the proposals will include planting of new trees to create shade along routes.

### **Summary of public health implications**

22. The programme is designed to promote sustainable travel which should reduce harmful emissions, provide healthy choices, provide better connected communities, thereby improving health and wellbeing.
23. The programme should also improve road safety, thereby creating a safer environment for all.

### **Summary of equality implications**

24. The proposals all promote sustainable travel and as such will likely enhance the lives of persons with protected characteristics.
25. Equalities screening commenced in January 2021 for the six sustainable travel routes. A summary will be specific to each individual route and provided at a later stage, including findings of the capturing evidence and full EIA report and Action Plan as applicable.

### **Summary of risk assessment**

26. Proposed schemes along the TCF corridors were 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 since been further developed and consulted upon at a local level. Risk assessments are further incorporated and quantified within the required Outline and Full Business Cases for the corridors.
27. To ensure that local views are considered when developing the programme, consultation has been and will continue to be fully undertaken as part of the process of developing schemes from feasibility to detailed design. This will provide maximum flexibility for local views while keeping to the DfT guidance/expectation.
28. A robust communications strategy is in place to promote the programme and also considers the management of expectations.

### **Background papers**

South East Dorset Transforming Cities Fund Strategic Outline Business Case – available via email on request

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

TCF SED City Region End of Year Report 2020/21 - **confidential**

### **Appendices**

1. Appendix A – Plan of TCF SE Dorset City Region
2. Appendix B – Summary of Low Ask Schemes
3. Appendix C – Proposed Cycle and Sustainable Corridors
4. Appendix D – TCF Governance Framework

End of Year Report 2020/21 - **confidential**