



Business, Economy and Enterprise Scrutiny Board (3)

Time and Date

2.00 pm on Wednesday, 3rd March 2021

Place

This meeting will be held remotely. The meeting can be viewed live by pasting this link into your browser:

<https://www.youtube.com/watch?v=fyB4aGG80GM&feature=youtu.be>

Public Business

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 10)
 - (a) To agree the Minutes of the meeting held on 3rd February 2021
 - (b) Matters arising
4. **Support for Small Businesses** (Pages 11 - 16)

Briefing Note of the Director of Business, Investment and Culture
5. **Bus Provision and Innovation in Coventry** (Pages 17 - 50)

Briefing Note of the Director of Transportation and Highways
6. **Outstanding Issues**

There are no outstanding issues
7. **Work Programme 2020/2021** (Pages 51 - 54)

Report of the Scrutiny Co-ordinator
8. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved**

Private Business

Nil

Julie Newman, Director of Law and Governance, Council House, Coventry
Tuesday, 23 February 2021

Note: The person to contact about the agenda and documents for this meeting is Michelle Salmon, Governance Services, Tel: 024 7697 2643, Email: michelle.salmon@coventry.gov.uk

Membership of Board:

Councillors R Ali, G Hayre, M Heaven, T Jandu, R Lancaster, P Male, C Miks (Chair), E Ruane and B Singh

By invitation:

Councillor P Akhtar – Council Representative (Lead) on the West Midlands Combined Authority Transport Delivery Committee

Councillor L Bigham - Council Representative on the West Midlands Combined Authority Transport Delivery Committee

Councillor J O'Boyle - Cabinet Member for Jobs and Regeneration

Michelle Salmon

Governance Services

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Coventry City Council
Minutes of the Meeting of Business, Economy and Enterprise Scrutiny Board (3)
held at 2.00 pm on Wednesday, 3 February 2021
(This meeting was held remotely)

Present:

Members: Councillor C Miks (Chair)
 Councillor R Ali
 Councillor M Heaven
 Councillor T Jandu
 Councillor R Lancaster
 Councillor B Singh

Employees (by Directorate):

Law and Governance G Holmes, M Salmon

Property Services and
Development R Moon (Director of Property Services and Development),
 A Hunt

Transportation and
Highways C Knight (Director of Transportation and Highways), R Palmer

Apologies: Councillor G Hayre, P Male and E Ruane

Public Business

19. Declarations of Interest

There were no disclosable pecuniary interests.

20. Minutes

The minutes of the meeting held on 2nd December 2020 were agreed as a true record.

Further to minute 16/20 headed 'International Investment, Trade and Overseas Markets', the Board noted that the information they had requested relating to documents sent to businesses, would form part of the 'Support to Businesses' presentation to the Board at their meeting on 3rd March 2021.

21. Two Friargate

The Business, Economy and Enterprise Scrutiny Board (3) received a presentation of the Director of Property Services and Development that provided an update on the progress on the building of Two Friargate, part of the comprehensive regeneration of Friargate. The Cabinet Member for Jobs and Regeneration was invited to attend the meeting for this item.

The presentation highlighted the following:

- £51.2m WMCA grant was awarded in January 2021 to help fund the next phase of office buildings
- The Friargate Joint Venture (JV) was formally established in Feb 2019 – the JV was the landowner of the Friargate sites
- The City Council approved £17m funding for the Two Friargate scheme in September 2020
- The Contractor was appointed and started on site in December 2020
- The City Council was purchasing the land and the Two Friargate building from the Friargate JV
- The building would be completed and ready for handover to the Council in Autumn 2022
- The building would be a best in class office building in Coventry and comparable with the best the region had to offer
- The building was next to UK's fastest growing rail station and 4 million people live within 25 miles of the site
- There would be 135,000 sqft of lettable office space across 12 floors (c.12.5% bigger than One Friargate) and space on the ground floor for a high-quality food or convenience retailer
- The building was targeting BREEAM "Excellent" (for environmental sustainability) and WIRED Platinum (for digital connectivity and resilience)
- Work would be undertaken to promote and market the building, and the city of Coventry, to private and public sector occupiers
- The project was developing and implementing management, security, waste, utilities, front of house and cleaning strategies, with an all inform service charge approach
- Lettings were likely to be secured 12 months from completion of the building onwards
- Set up and mobilisation would be ready for opening and occupation
- All was influenced by COVID context

Members also received a video of the Friargate Development Timeline and requested that the Weblink to the timeline be emailed to the Board. The Scrutiny Co-ordinator undertook to do this.

The Board questioned officers, received responses and discussed the following issues:

- The importance of lessons learned from the building of Friargate One – how maintenance could be managed and optimised going forward, the build quality, what worked well. The tender for the project included the requirements of lessons learned.
- Carbon footprint – Friargate Two was being built to a high environmental standard and environmental sustainability accreditation was being sought for the building
- The total project fund of £69m (£52m guaranteed grant funding and £17m Council funding) would ensure that the project would be completed - this included the land purchase in addition to the build
- A marketing Strategy was being prepared and specialist marketing agents would maximise marketing through social media, advertising, events, etc

- A Hoarding Strategy, which would link to the City of Culture, was being prepared for the site to ensure it promoted the City of Coventry and its heritage
- The impact of Covid had not suggested that there would be an impact of letting the space with Estate Agents advising that office space was still required
- Discussions are on-going with potential occupants of the building
- The ground floor would be available for a high-quality food outlet – it would be promoted to a number of potential occupiers who would be required to meet specific standards with the successful company selected through an application process. This would be an operational decision
- The construction contract had been agreed during the Covid crisis with issues associated with the pandemic taken into account when identifying timescales - a target date for completion of the project of 2022 was a contractual element.

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3) notes the presentation on the progress on the building of Two Friargate and has no further recommendations to make.

22. Rail Station Masterplan

The Business, Economy and Enterprise Scrutiny Board (3) received a presentation of the Director of Transportation and Highways that provided an update on the progress the implementation of the Rail Station Masterplan. The Cabinet Member for Jobs and Regeneration was invited to attend the meeting for this item.

The presentation highlighted the following:

- Coventry was the UK's 13th largest city, facing unemployment 6.6%, which is above West Midlands (5.7%) and national average of 3.7% (2019 figures)
- The city aspired to strengthen its high growth economy, requiring commercial and housing development to support growth – 45,000 new jobs and 42,000 new homes by 2031
- Improving transport connections was critical to facilitate growth and rail had a vital role to play.
- HS2 bypasses Coventry and could potentially mean a reduction in the some of the fast London services Coventry benefits from
- Investment in rail infrastructure would enhance the case for retention of fast London services and help to provide better connectivity, including direct services to East Midlands
- There had been a significant growth in passenger numbers at Coventry Railway Station which had more than doubled in last 10 years and continued to grow, making it one of fastest growing stations outside of London - the Station stairs and concourse was now at capacity during peaks, in 2019/20 there were 2000+ passengers hourly, projected to increase to 4000+ passengers per hour by 2043
- The Coventry Rail Story had been developed in response to the challenges presented by HS2, significant passenger growth and projected future growth at Coventry Railway Station
- The existing building opened in 1962, was Grade II listed and had limited opportunity for expansion to cater for capacity

- Coventry Station Masterplan had been developed to provide a fitting gateway to the city, delivering high quality infrastructure and a seamless transport interchange to support rail growth
- The scheme would: provide increased capacity at Coventry Station and support passenger growth; improve accessibility for passengers; offer better integration for public transport interchange; provide sustainability – EVCs and cycle hub; provide an enhanced retail offer and passenger facilities; be sympathetic to the existing grade-II listed building; support the Friargate development; and create an attractive/fitting city gateway
- The wider benefits included: environmental and air quality benefits; promotion of physical activity – increased walking and cycling; improvements to accessibility – step free access; improvement to rail and bus connectivity; help the case for retention of fast London services; support regeneration, development and job creation – including Friargate and City Centre South; and support housing growth
- The Station Masterplan project had been 5+ years in development, led by Coventry City Council
- The Project Team were working with key partners including Network Rail, DfT, Avanti, TfWM, Friargate JV and other train and bus operators
- £77m+ funding was secure via CWLEP Growth Deal, WMCA Devolution Deal, DfT and other public sector sources including the Council
- Buckingham Contracting Group Limited had been awarded the main construction contracts for Phases 1 and 2, while BCM were undertaking substation works
- The main works commenced on site in 2019, following preparatory works including demolition of the Rocket Pub and construction of the access tunnel under Warwick Road
- There had been many design, logistical, legal and funding challenges along the way – including land acquisition by CPO, meeting the robust design requirements and safety standards of rail industry, negotiation of the commercial deal for the car park, and programme and funding challenges resulting in some changes to the delivery model.
- Phase 1 included: an additional footbridge with lifts and stairs to each platform 1-4; full height glazing to both footbridge and staircases; an extension of platform canopies to replicate the existing canopies in shape and form; and the existing retaining wall on platform 4 would be modified to allow for a footbridge lift shaft
- Phase 2 would: provide a second Station Building and and Car Park with a lower concourse new station building to provide direct access to the bus interchange via an Access Tunnel, Platform 1 and out to Station Square and the existing station building; an upper concourse access to the new footbridge and Warwick Road; provide 5 retail units, passenger waiting rooms, toilet facilities and cycle hub; and a lift direct to the car park and footbridge
- A Transport Interchange would: enable buses to move from Station Square to the new interchange; offer traffic and step free access from the station to the transport interchange via Warwick Road access tunnel which linked directly to the station concourse; offer flexibility to increase the number of buses serving Coventry Station. The design was currently being finalised, team working with architects and TfWM

- Highway works would include: an upgrade to the existing Central Six roundabout on Warwick Road; a new egress from the Station car park to Warwick Road; the creation of a two-way link connecting the ring road and Westminster Road which would unlock development land
- Existing Station Enhancements - £250k of the Station Masterplan budget had been assigned to provide an uplift to the existing Grade-II listed station building. Works included a deep clean, treatment on flooring, updating wayfinding, replacement skylights on platform 1, alongside a programme of public art interventions. May 2021 was the target to deliver the bulk of the programme. Potential further funding would come forward from Avanti for further public art interventions and improvements to the cycle facilities and routes

The presentation also provided an update on NUCKLE 1.2:

- The bay platform was due to be delivered in parallel with other CSMP works but had been delayed due to tender costs for construction being significantly over budget
- The delivery model had been changed, with Network Rail now leading on revised GRIP 3 Options Selection Study to provide a more cost effective and viable option
- The updated full business case would be subject to DfT approval
- The target to was to deliver the scheme by March 2023
- Exploring timetabling opportunities to being forward enhanced rail service sooner as a result of reduced service provision in response to Covid19

The timeline for the Programme was as follows:

- Footbridge, Canopies & Access Tunnel: October 2018 – Summer 2021
- Highways - Warwick Road: February 2020 – Spring 2021 and Western Link Road: August 2020 - February 2021
- New Station Building, MSCP & Public Realm: Jan 2020 – Summer 2021
- Bus Interchange: April 2021-Summer 2021
- NUCKLE bay platform – Spring 2023

The most significant risk to the programme was Entry into Service process which Network Rail were leading on. Other key risks included the impact of COVID 19 on the workforce and supply chain, alongside the impacts of Brexit on materials to be imported from the EU.

Members requested that the Weblink to the Rail Station Masterplan be emailed to the Board and the Scrutiny Co-ordinator undertook to do this.

The Board questioned officers, received responses and discussed the following issues:

- Design principles – the Council had worked with it's Planning and Conservation Teams and with the Railway Heritage Trust and have had regard for and respected the existing buildings
- The £250,00 allocated for upgrading interiors was considered a starting figure with proposals to pursue further funding for this purpose as the work was progressed

- Car Parking – over 1,000 car parking spaces would be available with the new Car Park offering 633 spaces, 80 residual spaces on the Warwick Road side, as well as the continued use of the existing station parking
- Communication – communication for residents had been in place throughout the scheme with a Residents Liaison Group meeting regularly. A newsletter to residents was currently being prepared.
- There would be no impact of Brexit on the scheme, the project was secure
- The freehold of the flats had now been obtained – it was suggested that should the flats be retained, an exterior refurbishment be undertaken to improve the visual impact of the building.
- The Welcome to Coventry sign, set alongside the track on the approach to the City, would be refurbished and an additional sign would also be implemented
- Traffic surveys were undertaken annually, with the results reported to the Community Liaison Group
- The installation of currently stored City Council owned artwork to enhance Coventry Rail Station and the wider area, should be investigated
- Growth in passenger numbers had been explored over a number of years in order to inform the Masterplan with the new station able to accommodate 4000+ passengers per hour going forward
- NUCKLE Electrification – Network Rail now had a revised programme. There was a case for the Coventry/Nuneaton line used for freight to be electrified as a priority.
- Midlands Connect, a sub-national transport body, was championing a business case for a Nottingham/ Leicester/Coventry line
- Landscaping, planting and greenery would be included in the project to visually enhance the area and improve the environment, with high quality planting proposed outside the Rail Station

The Cabinet Member for Jobs and Regeneration thanked officers for their many years of hard work on this very complex project.

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3):

- 1) **Notes the contents of the presentation at Appendix 1 to the Briefing Note.**
- 2) **Recommends that the Cabinet Member for Jobs and Regeneration considers the installation of currently stored City Council owned artwork at the Coventry Rail Station and the wider area, and agrees that a Briefing Note be submitted to him requesting consideration of the Board's recommendation.**

23. **Work Programme 2020/2021**

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3) notes the Board's Work Programme for the remainder of the Municipal Year 2020/2021 and requests that an item headed 'Gigafactory' be added to the 'Suggested Items for 2021/2022', to be considered at a future meeting of the Board at the relevant time.

24. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved**

There were no other items of public business.

(Meeting closed at 3.55 pm)

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To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 3rd March 2021

Subject: Support for Small Businesses

1 Purpose of the Paper

- 1.1 A briefing paper to cover the support the Council has been giving to businesses and how the Authority has worked alongside local business support partners including Coventry & Warwickshire (CW) Chamber of Commerce, CWLEP Growth Hub and Coventry & Warwickshire Reinvestment Trust (CWRT) to adapt the business support offer to changing economic, social and health conditions and ensure we have done as much as possible to support local businesses through the COVID-19 pandemic.

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) is recommended to:
- 1) Consider the content of the briefing note
 - 2) Identify any recommendations for the Cabinet Member

3 Economic Context

- 3.1 The nature of support services we have provided to businesses has changed as 2020 has progressed due to changing economic circumstances. Coventry & Warwickshire entered 2020 as the fastest growing LEP area economy in England since the 2008/09 recession in terms of economic output. However, the COVID-19 outbreak in March 2020 forced some sectors of the economy to close and social distancing restrictions limiting the output of sectors remaining open. The impact has been severe, with UK economic output (measured by GDP) falling by over 21% in the first two quarters of 2020 alone and contracting by 9.9% in 2020 as a whole (the largest contraction of any G7 nation). The West Midlands encountered the highest fall in economic output of any English region during the Spring 2020 lockdown, and the UK economy remains 7.4% smaller than pre-pandemic levels.
- 3.2 Due to many businesses needing to close temporarily and/or unable to generate sufficient income, some 49,200 posts in Coventry were furloughed in June 2020 (30%) and the claimant count (numbers on unemployment related benefits) in Coventry increased to 16,695 (6.7%) in October 2020. Because of the cashflow challenges facing many businesses and the need to minimise further job losses, our business support activities have broadened in 2020 to support local businesses to access Government grants and loans to mitigate against the impact of COVID-19 and help ensure their survival, as well as continue delivery of our business support programmes and Inward Investment service.

- 3.3 This paper therefore details the measures we have taken to continue delivery of our business support services during 2020, the additional support we have provided to support local businesses through the COVID-19 pandemic, and the impact of the UK's exit from the EU on how our support to local businesses can be funded in the future.

4 Ongoing Support to Businesses

- 4.1 The Economic Development Service (EDS) makes a very important contribution towards Coventry City Council's ambitious 'Council Plan' which identifies the vision and priorities until 2024. In particular, the Service is helping to deliver the aims of promoting the growth of a sustainable economy and improving the quality of life for local people.
- 4.2 To help achieve these aims, Coventry's businesses play an integral role in creating wealth and employment. There are nearly 10,000 businesses in Coventry, many of which are Small or Medium Enterprises (SMEs), which create significant employment opportunities and contribute to local business rates. We have remained active in ensuring that local businesses (particularly SMEs) are given the best chance of succeeding through the support available through the Council and partner organisations such as the CWLEP Growth Hub, CW Chamber of Commerce and local universities.
- 4.3 Coventry's SMEs continue to need advice, access to finance and infrastructure, and EDS remains proficient at supporting SMEs to fulfil their growth potential in these areas of business support. The support is delivered either directly through EDS' Business Advisors (notably through access to grants to enable business growth or innovation or signposting to loan finance), or through workshops or 1:1 support delivered by key partners, including CW Chamber of Commerce, CWLEP Growth Hub and Coventry University Enterprises. We ensure that the level of support is tailored to the needs of that individual business, and the Council's Service Level Agreement with CWLEP Growth Hub to engage with 300 new businesses per year and deliver a diagnostic and brokerage service is an important enabler in ensuring that local businesses are referred to the most appropriate support.
- 4.4 New businesses also require support to successfully start, and key partners such as CW Chamber of Commerce are delivering support services through 1:1 mentoring and workshops to support individuals on the journey to start new businesses. Throughout 2020, demand for start-up support has continued, including as a route out of unemployment. In response, the Council has allocated £249k of its COVID-19 Discretionary Grants funding to expand levels of start-up support and support with business resilience, particularly for sectors vital to servicing UK City of Culture 2021 (e.g., hospitality, creative industries, retail).
- 4.5 The four EU-funded SME support programmes managed by EDS continue to be integral to the Council's business support offer. These include the three European Regional Development (ERDF) business Support Programmes, now valued at £20m in ERDF funding – **namely CW Business Support, Innovation and Green Business** Programmes. All three programmes are targeted at addressing barriers to growth and innovation within Coventry & Warwickshire SMEs and provide an offer of bespoke one-to-one support and seminars/networking opportunities to tackle challenges and opportunities, as well as capital and revenue grants (totalling £10.3m). The other programme is the European Social Fund (ESF) funded **CW Skills 4 Growth**, worth £1.16m of ESF funds, which provides support and revenue grants to SMEs to fund training to help their workforce acquire new skills and qualifications and progress upwards in employment.
- 4.6 Since March 2020, all four programmes have applied flexibilities in delivery methods to ensure services were able to continue, notably with webinars replacing workshops and 1:1 support delivered through video conferencing. CCC's Grants Panel has also continued to meet through video conferencing to ensure capital and revenue grants to SMEs can still be awarded and progress can be monitored.

- 4.7 Take-up of the suite of support services has remained high during 2020, particularly the non-financial support available through 1:1 support and webinars. In total, our programmes have supported 272 SMEs (36 of which were new businesses) to adapt, modernise and innovate/diversify in 2020. Notably, the Start-up Support and Accelerated Growth workshops delivered through *CW Business Support* have been fully booked, and in response to Brexit, we have also increased the number of referrals to specialist Department for International Trade support, with 26 SMEs referred in 2020. Webinars hosted through the *CW Green Business Network* (now with over 1,300 members), which have included sessions on electrifying fleets and increasing energy efficiency during lockdown, have routinely received over 50 attendees, more than triple the attendance levels at physical workshops pre-pandemic. *CW Innovation Programme* saw increased demand for 1:1 support and Usability Studies from SMEs during 2020. The new *CW Skills 4 Growth* programme also witnessed strong demand in its first Quarter of activity (Q3 2020), with 43 employees across 8 SMEs supported to address skills gaps in this three-month period alone.
- 4.8 Despite many SMEs delaying investments to create new jobs, all programmes have witnessed steady demand for grants to support capital investments and to aid the development of new products and business process improvements. Across all programmes, £1.7m of grants were awarded in 2020 and £1.5m claimed, which has supported the creation of 104 new jobs, launch of 7 new products and reduction of 559 tonnes of CO2 emissions. Moreover, in response to the COVID-19 pandemic, CW Business Support fully allocated a £500k grant pot to enable 209 SMEs in tourism and other sectors to purchase small capital items and external expertise within two days of launching in August 2020.
- 4.9 Crucially, during 2020, all four programmes also secured extensions (worth £9.2m of EU funding) to continue operating up to June 2023. As such, all four programmes will play a vital role in accelerating Coventry & Warwickshire's economic recovery by supporting businesses to adapt to changing market conditions.
- 4.10 We have also continued to deliver our **Inward Investment Service** in 2020, including providing property searches for investors interested in locating in Coventry. The volume of enquiries in 2020 (196) was broadly similar to 2019 (193); however, the nature, size and substance of enquiries has changed in line with the economic downturn. Between 2016 and 2020, 216 successful Foreign Direct Investment (FDI) projects in Coventry & Warwickshire have created 14,554 new jobs (key FDI projects are enclosed in Appendix I).
- 4.11 One area where activity has expanded in 2020 is the continued development and implementation of Coventry's Social Value & Sustainability Policy, particularly through engagement with developers to provide local people with employment and training opportunities. Moreover, we have been successful with the Apprenticeship Levy Transfer, which had processed applications for approved Levy funding transfers for over 60 Apprentices and over £300k to local businesses by the end of 2020.

5 COVID-19 Support

- 5.1 During 2020, we have also mobilised staff to deliver further support to businesses in response to the COVID-19 pandemic. A major focus of this has been to expediently award grant funds that have been announced by Government, and to signpost businesses to the new loan funds and financial support to cover salaries of furloughed workers and raise awareness of the respective application processes. Throughout the year, we have constantly updated the Council's Business [website](#) and used the Council's Business Newsletter (over 1,000 subscribers) to help maximise awareness of support available, as well as the evolving measures businesses need to take to be "COVID-19 secure".

- 5.2 From April 2020, EDS staff worked successfully with the Business Rates team to ensure over £48m in grants were paid to over 4,000 Coventry Retail, Leisure & Hospitality businesses and small businesses that were affected by the Spring 2020 Lockdown. Staff from the Business, Investment & Culture Division also designed and appraised applications that resulted in the full award of the £2.7m Discretionary Grants fund to over 470 other Coventry businesses whose performance was adversely affected by the Spring 2020 Lockdown.
- 5.3 During this period, EDS staff also raised awareness of the Coronavirus Job Retention Scheme and provided advice to businesses on application processes. During June 2020, at the scheme's highest point of demand, the wages of some 49,200 furloughed employees of Coventry firms (31% of eligible jobs) were covered. We also promoted the Self Employment Income Support Scheme, which 10,100 Coventry-based individuals accessed. We also raised awareness of the COVID-19 loan funds launched by Government, including Bounce Back Loans, Coronavirus Business Interruption Loan Scheme (CBILS) and Future Fund, and as a result, some 6,750 Coventry businesses have secured £262.8m in loans.
- 5.4 Since the announcement of the second lockdown in November 2020, EDS has worked closely with Business Rates to ensure that Retail, Leisure & Hospitality businesses mandated to close have received grant funding through the Local Restrictions Grants announced by Government. In the period up to 5/1/2021, some £1.968m was paid to 1,261 Coventry businesses forced to close, and in the period since 5/1/2021, a further £3.2m has been awarded to over 1,500 Coventry businesses.
- 5.5 During this period, the Business, Investment & Culture Division has also designed, managed and administered the £10.7m Additional Restrictions Grants (ARG) discretionary grants fund for all types of businesses that have been adversely affected by restrictions imposed by Government since November 2020. In Round 1, up to Christmas 2020, we awarded £303k in ARG grants to 252 Coventry businesses. In the early stage of Round 2 in January 2021, we have awarded a further £5.1m, primarily to safeguard the city's retail, leisure & hospitality sectors. We have also developed a strategy to allocate the remainder of the ARG fund by March 2022, which includes some flexible tranches of funds to respond to evolving economic needs or challenges (e.g., further support businesses may need to adapt to new trading regulations with the EU or improve adoption of ICT).

6 EU Exit and Funding of Business Support Services

- 6.1 The UK's exit from the European Union (EU) on 31/1/2020, and UK EU Trade & Co-operation Agreement of 24/12/2020, has created new regulations for UK firms that are trading in EU markets. For example, zero tariffs or quotas apply to producers of goods meeting "Rules of Origin" thresholds, although all exports and imports require customs declarations, whilst service sector firms currently need to follow regulations of individual EU Member States and may need to secure visas to undertake short-term paid work. A new UK Subsidy Control system is being developed, which will be aligned with EU State Aid and World Trade Organisation rules. We are working closely with CWLEP Growth Hub and CW Chamber of Commerce to ensure local businesses are signposted to the necessary information on their websites and are accessing the in-depth specialist support to adapt to these regulations.
- 6.2 Crucially, the UK's exit from the EU will change how business support will be funded in the UK. In recent years, ERDF and ESF have funded large amounts of the business support infrastructure across Coventry & Warwickshire. In the 2014-2020 Programming Period alone, which ends on 30/6/2023, Coventry City Council has secured £28.4m of ERDF and ESF funds to act as Accountable Body and work with delivery partners to administer CW Business Support, Innovation, Green Business, Skills 4 Growth and its Technical Assistance support schemes. The Authority has secured a further £24.8m of ESF funds to work with local partners to deliver programmes supporting Coventry residents to access employment and training opportunities. Prior to 2014, it is also notable that ERDF had funded major infrastructure schemes that have helped create the conditions for business growth, such as

Far Gosford Street Regeneration & Fargo Village, Coventry Transport Museum, NUCKLE and City Centre and Friargate Public Realm schemes.

- 6.3 The November 2020 Spending Review announced the creation of the UK Shared Prosperity Fund (UKSPF), which will operate nation-wide, covering current ESIF programme themes, as well as community regeneration, with some funds directed specifically at the most deprived areas. A UK-wide prospectus is expected to be launched in Spring 2021, with the first tranche of funding available in 2021/22 to support pilot initiatives. The Government has pledged that UKSPF will at least match EU receipts as of November 2020; however, due to widening regional economic disparities, [analysis](#) suggests that the UK's ERDF and ESF allocations would have increased by 22% for the 2021-2027 Programming Period, had the UK remained in the EU. On this basis, Coventry & Warwickshire could have expected to receive €165.92m in ERDF and ESF during this period.
- 6.4 With no other new Government funding streams currently announced for financing support to businesses, it is crucial that UKSPF is of sufficient size (i.e. Coventry & Warwickshire will be able to access at least the scale of funds that would have been available had the UK participated in the 2021-2027 ERDF and ESF programmes), provides multi-year financial allocations of the longest possible duration, has thematic coverage that reflects local economic need and opportunity, is launched promptly, and that project commissioning and administration processes ensure there is no gap in business support provision between ERDF and ESF ending in June 2023 and UKSPF projects commencing.
- 6.5 We envisage building on and potentially making enhancements to CW Business Support, CW Innovation Programme, CW Green Business, CW Skills 4 Growth as well as Technical Assistance services. Failure of UKSPF to fund these activities for a 1/7/2023 latest possible start would potentially result in the Council needing to find other sources of funding to finance these activities. Using the example of the £19m of ERDF and ESF that we are currently managing to deliver these programmes for the period 2019-2023, any such failure would go beyond financing the services, but would also have adverse impacts on businesses and the local economy – for example, the programmes during this period are expected to support over 1,500 SMEs to grow, innovate or modernise, create 340 new businesses, create over 1,200 new jobs, eliminate 4,100 tonnes of CO2 emissions, and deliver £10.3m of business grants that would stimulate a further £29m in business investment. It is therefore vital that we use all opportunities (e.g., consultations) to influence and shape the design of UKSPF.
- 6.6 The UK EU Trade & Co-operation Agreement means that the UK will not participate in the European Territorial Co-operation Programme (ETCP) after the 2014-2020 programming period. Although not a direct source of funding to the Authority, Coventry City Council has previously supported local universities in projects funded through the Interreg and ESPON themes of ETCP to understand good practice and learning points in economic policy and project design. The UK will also no longer participate in Erasmus, which provided students and lecturers with exchange projects in other European education institutions. The UK will; however, participate in the Horizon Europe programme, which will provide Coventry's business and universities with opportunities to partner with other businesses and universities in the EU in carrying out collaborative Research & Development and innovation projects.
- 6.7 Although not funded through ERDF or ESF during the 2014-2020 programming period, it is finally also important that future Government funds for land, transport, energy and digital infrastructure (funded since 2014 through over £150m of Local Growth Fund and Getting Building Fund allocations for the CWLEP area) complement the activities funded through UKSPF and are of sufficient size and scope to service the infrastructure needs of Coventry businesses and the economy.

Name: Steve Weir

Job Title: Head of Economic Development

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Appendix I – Coventry & Warwickshire Key FDI Successes 2016 – 2020

Coventry & Warwickshire - FDI Successes 2016-2020

	Country	Jobs	Sector	Jobs
1	United States	4702	Automotive	3868
2	Germany	4182	Business (and Consumer) Services	2732
3	Netherlands	1888	Household Goods, Furniture and Furnishings	2480
4	India	972	Food and Drink	2073
5	China	845	Clothing, Footwear and Fashion	1012
6	Japan	515	Financial Services (including Professional Services)	661
7	Italy	344	Ports and Logistics	600
8	Switzerland	230	Creative and Media	292
9	Ireland	151	Advanced Engineering	238
10	Austria	142	Software and Computer Services (B2B)	162

Source: Department for International Trade, 2016 to 2020





Coventry City Council

Briefing note

To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 3rd March 2021

Subject: Bus Provision and Innovation in Coventry

1 Purpose of the Note

- 1.1 To provide the Business, Economy and Enterprise Scrutiny Board (3) with a progress update following items on Bus Provision and Bus Innovation in Coventry considered by Scrutiny Co-ordination Committee (SCRUCO) at their meetings on 5th and 19th February 2020

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) are recommended to:
- 1) Consider the information provided, including the Cabinet Report – All Electric Bus City and Enhanced Partnership Plan, at Appendix A
 - 2) Identify any further recommendations to the Cabinet Member and/or Transport for the West Midlands

3 Background

- 3.1 At their meetings on 5th and 19th February 2020, SCRUCO considered items on Bus Provision in Coventry and Bus Innovation in Coventry.
- 3.2 Representatives from the City Council, Transport for West Midlands and National Express (the largest bus operator in the city) attended both meetings and were questioned by the Committee on the following areas:
- How people can be encouraged to leave their cars at home and use the bus
 - Issues regarding congestion and bus priority measures other than bus lanes
 - Ticket prices
 - Data available and use of data to provide service information and planning
 - Opportunities available within the Bus Services Act 2017 around franchising and partnerships
 - Proposals for a specific Bus Performance Board in Coventry
 - Digitalisation of travel information and ticketing and links with City of Culture 2021
 - Funding opportunities for innovative projects to make bus travel more attractive

3.3 SCRUCO made the following recommendations to Transport for the West Midlands:

- 1) The Committee supports the establishment of the proposed Coventry Bus Performance Board and requests robust lines of accountability to the Council Lead Member for Transportation, with Scrutiny having the opportunity for an overview of the work of the Board as requested.
- 2) Opportunities be provided to allow for Coventry City Council scrutiny to feed into the discussions on the development of the Strategic Outline Business Case for the franchising option.
- 3) Support be given to the development of apps which provide passengers with real time up to date bus information to help encourage an increase in bus patronage.
- 4) Support be given to the suggestion to use multi-lingual communications on local buses.
- 5) Support be given to funding bids for Coventry being submitted by Transport for West Midlands for a number of Government initiatives including Electric City and Superbus.

3.4 SCRUCO also requested a further update in 6-months' time. Due to lockdown and a change in priorities for work programming SCRUCO has not taken a progress report. However, public transport issues fall within the remit of the Business, Economy and Enterprise Scrutiny Board (3), and with the Chairs agreement the update will be considered at their meeting on the 3rd March 2021.

4 Current Position

- 4.1 On 16th February 2021, Cabinet agreed recommendations in a report on All Electric Bus City and Enhanced Partnership Plan (Appendix A)
- 4.2 This report provides information on the application process to the All Electric Bus Town fund, the areas covered as well as the accountable body. The report also provides information about the Enhanced Partnership Plan for the West Midlands area, which provides a strategic context for joint working between bus operators and local authorities that could be beneficial for the All Electric Bus Town scheme.

Appendices

Appendix A: All Electric Bus City & Enhanced Partnership Plan Report

Appendix A1: WMCA Letter

Appendix A2: Plan

Gennie Holmes
Scrutiny Co-ordinator
Law and Governance
gennie.holmes@coventry.gov.uk

Cabinet

16 February 2021

Name of Cabinet Member:

Cabinet Member for Jobs and Regeneration – Councillor J O’Boyle

Director Approving Submission of the report:

Director of Transportation and Highways

Ward(s) affected:

All

Title:

All Electric Bus City and Enhanced Partnership Plan

Is this a key decision?

Yes - The proposals are likely to have a significant impact on residents or businesses living or working within two or more electoral wards in the City.

Executive Summary:

The Department for Transport (DfT) launched the All Electric Bus Town fund in February 2020, with £50 million in grant funding made available to allow one town or city within England to make the transition to a bus network operated fully by electric powered buses. The West Midlands Combined Authority, as the strategic transport authority for the West Midlands, submitted an Expression of Interest for Coventry. The EOI was developed by the City Council in partnership with Warwickshire County Council and Transport for West Midlands and covered all public bus services operating within the city and in surrounding areas of Warwickshire.

The DfT subsequently confirmed that the Coventry and Warwickshire bid had been shortlisted alongside a second bid from Oxfordshire County Council based on Oxford. In the Budget Statement on 25th November 2020, Government increased the amount of funding available for the All Electric Bus Town competition, and the DfT has confirmed, in writing to the WMCA Chief Executive, that the Coventry / Warwickshire proposal will be funded subject to the submission of a satisfactory Full Business Case.

The DfT has also confirmed that the WMCA will be the accountable body for the Coventry and Warwickshire scheme, as the strategic transport authority for the Coventry area, and that responsibility for the development and approval of the FBC is proposed to be devolved from the DfT to the WMCA. The FBC will be presented to the WMCA Board at its meeting on 19th March 2021 for approval.

City Council officers have taken a lead role in the preparation of the FBC. If successful, the bid will see around 297 new electric buses come into operation in Coventry over the next four years, meaning that by Winter 2025 every public bus service in the city will be operated by a zero-emission electric vehicle, supporting the Council’s objectives of a green economic recovery

through the de-carbonisation of the city's transport network, with an estimated annual emissions saving of around 24,000 tonnes of carbon dioxide and 55 tonnes of nitrogen dioxide.

The WMCA has also published a notice to make an Enhanced Partnership (EP) Plan for the West Midlands area, to which Coventry City Council, as a constituent authority of the WMCA, would need to be a signatory. Once made, this would enable an Enhanced Partnership Scheme to be established for the Coventry area requiring all future public bus services in the city to be operated by zero-emission buses, thereby enshrining the principles and objectives established by the All Electric Bus Town project.

Recommendations:

The Cabinet is requested to:

- 1) Authorise the Director of Transportation and Highways, following consultation with the Cabinet Member for Jobs and Regeneration and the Director of Law and Governance, to work with officers of Transport for West Midlands on the development of a Full Business Case for the All Electric Bus Town for submission to the West Midlands Combined Authority Board seeking £50 million in grant funding.
- 2) Support the Enhanced Partnership Plan for the West Midlands, recognising the benefit this could bring for the successful delivery of the All Electric Bus Town programme.
- 3) Authorise the Director of Transportation and Highways, following consultation with the Cabinet Member for Jobs and Regeneration and the Director of Law and Governance, to work with officers of Transport for West Midlands on the development of an Enhanced Partnership Plan and Scheme that would ensure that the benefit of the All Electric Bus Town investment would be maximised by ensuring the all future bus services operating in the city would be operated by zero emission buses subject to complying with the statutory preparation, notice and consultation on the Enhanced Partnership.
- 4) Authorise the Director of Law and Governance to negotiate, execute, seal and complete all necessary documentation to give effect to the above recommendations.

List of Appendices included:

Appendix 1 - Letter from Department for Transport to the WMCA dated 5th January 2021.

Appendix 2 - WMCA Enhanced Partnership Plan, November 2020.

Background papers:

None

Other useful documents

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: All Electric Bus City and Enhanced Partnership Plan

1. Context

- 1.1 The Department for Transport (DfT) launched the All Electric Bus Town fund in February 2020, with £50 million in grant funding made available to allow one town or city within England to make the transition to a bus network operated fully by electric powered buses. The West Midlands Combined Authority (WMCA), as the strategic transport authority for the West Midlands, submitted an Expression of Interest for Coventry. The DfT subsequently confirmed that the Coventry and Warwickshire bid had been shortlisted alongside a second bid from Oxfordshire County Council based on Oxford. In the Budget Statement on 25th November 2020, Government increased the amount of funding available for the All Electric Bus Town competition, and the DfT has confirmed, in writing to the WMCA Chief Executive, that the Coventry / Warwickshire proposal will be funded subject to the submission of a satisfactory Full Business Case to the WMCA Board before the end of March 2021.
- 1.2 If successful, the bid will see around 297 new electric buses, with supporting charging infrastructure, come into operation in Coventry over the next four years, meaning that by Winter 2025 every public bus service in the city will be operated by a zero-emission (at tailpipe) electric vehicle. The bid includes buses operating by the main bus companies and those operating ring and ride and other local services.

2 Options considered and recommended proposal

All Electric Bus Town

- 2.1 In May 2020, the Council, in partnership with Warwickshire County Council (WCC) and Transport for West Midlands (TfWM), submitted an Expression of Interest (EOI) to the Government's All Electric Bus Town funding competition. As the strategic transport authority for the area, the EOI was submitted on the Council's behalf by the West Midlands Combined Authority (WMCA). The bid sought £49.99 million in Government grant funding to support the transport authority, the two local authorities and local bus operators to purchase a fleet of electric-powered buses to operate bus services within Coventry and neighbouring areas of Warwickshire.
- 2.2 A total of 19 EOIs were submitted and the Department for Transport (DfT) shortlisted the Coventry / Warwickshire proposal along with a proposal based on Oxford.
- 2.3 The DfT has confirmed that this will not be a competitive process, and that funding has been provisionally allocated for both the Coventry / Warwickshire and the Oxford proposals. The DfT wrote to the WMCA on 5th January 2021 confirming their intent to devolve responsibility for the development and approval of the Full Business Case (FBC) to the WMCA. In their letter, the DfT confirms that a maximum of £50 million in capital grant funding will be provided for the All Electric Bus Town programme in Coventry / Warwickshire, and that this sum will be paid to the WMCA before the end of March 2021 subject to the WMCA Board approving the FBC.
- 2.4 A working group has been established to oversee the FBC preparation involving the City Council, Transport for West Midlands and WCC officers as well as representatives from the bus companies operating services within the city. The aim is to seek formal approval of the FBC at the WMCA Board meeting on 19th March 2021.
- 2.5 Clearly, the landscape within which the bus industry is operating has changed significantly since the submission of the original bid, with the full impacts of the decline in bus patronage resulting from the COVID-19 pandemic and associated social and economic changes now beginning to be understood. What has previously been a very commercial bus network currently requires significant public funding support, and the ability of bus operators to invest

in new buses has been compromised. One local bus company, DeCoursey, has already ceased trading.

- 2.6 Notwithstanding these challenges, it is still considered appropriate that the opportunity to secure Government investment in the improvement of the local bus fleet operating within Coventry should be pursued, and the other local authority partners both remain supportive of the bid. In addition, bus operators are also supportive of the bid proceeding with the three largest bus operators within the Coventry and Warwickshire area having already reaffirmed their support.
- 2.7 Informal feedback from DfT officials has identified that the bid will need to demonstrate how the partners will promote modal shift within their area to capitalise fully upon the investment in new, clean, buses. This could include measures such as promotion and marketing, smart-ticketing, improvements to bus stops and service information, and bus priority measures such as the bus gates already in place in various locations across the city.
- 2.8 Therefore, it is recommended that the Council supports the development of the FBC for submission to the WMCA Board in line with DfT requirements, as set out in their letter to the WMCA (see Appendix One).

Enhanced Partnership Plan

- 2.9 The West Midlands Combined Authority (WMCA) has issued a notice to make an Enhanced Partnership Plan (EPP) following public consultation and this has successfully passed the statutory operator objection period. The EPP provides a strategic context for joint working between bus operators and local authorities that could be beneficial for the All Electric Bus Town scheme should the City Council and its partners be successful in the bid outlined above.
- 2.10 The EPP will, if approved, cover the entire WMCA area, excluding the areas within the existing Advanced quality Partnership Schemes (AQPS) for Birmingham and Wolverhampton city centres and Solihull town centres, and will provide the strategic context for contributing towards the nine strategic objectives set out in the *Strategic Vision for Bus* and the overall vision for a “world-class integrated, reliable, zero-emission, transport system providing inclusive travel for all across the West Midlands...”. The EPP provides the strategic context for future schemes that could set out operator requirements and the facilities and measures to be taken by partners to fulfil the objectives of the EPP. Such future schemes could include operator requirements for zero-emission buses and complementary measures, such as those proposed for Coventry through the All Electric Bus Town bid.
- 2.11 The EPP will be reviewed annually by the West Midland Bus Alliance through a Reference Group which includes representation from each constituent authority of the WMCA, including the City Council.
- 2.12 The benefit of the EPP for the City Council is that it provides a legislative framework for future improvements to bus travel within Coventry. An Enhanced Partnership Scheme (EPS) could then be proposed that would be a legally binding partnership between the Council, the WMCA, and bus operators covering requirements such as vehicle specification (including zero-emission requirements), branding, ticketing, measures to enhance bus service reliability, and improvements to bus passenger facilities within all or part of the city. An example would be for the All Electric Bus Town bid, where an EPS would require all bus operators operating within Coventry to use a zero-emission vehicle, with the Council and WMCA in turn committing to certain measures supporting the attractiveness and reliability of bus services.

3 Results of consultation undertaken

- 3.1 No public consultation has been undertaken on the All Electric Bus Town submission. Transport for West Midlands has undertaken consultation on the Enhanced Partnership Plan for the West Midlands with both the public and qualifying local bus operators.
- 3.2 The public consultation for the proposed EP Plan ran for 10 weeks from Monday 6th July to Sunday 13th September 2020. A total of 347 responses were received to the online questionnaire, with a further 14 responses received by email. Among the 347 responses received via the online questionnaire 68% of respondents either agreed or strongly agreed with the vision laid out in the EP Plan, 11% of respondents either disagreed or strongly disagreed with the vision in the EP Plan, and 17% neither agreed nor disagreed.
- 3.3 All qualifying local bus operators have been formally consulted and no objections were received to the EPP.

4 Timetable for implementing this decision

- 4.1 The timetable for implementing the All Electric Bus Town is dependent upon the timing of the funding award, but delivery is expected to take place between April 2021 and March 2025, with all buses operating in the city being electric buses by the end of 2025.

5 Comments from Director of Finance and Director of Law and Governance

5.1 Financial implications

The West Midlands Combined Authority will be the accountable body for the grant funding of £50 million. The remaining scheme costs will be borne by the bus companies, the WMCA, and Warwickshire County Council. The City Council will contribute towards the cost of measures to enhance bus services, such as bus gates and other similar measures on key corridors to improve the resilience, and attractiveness of bus services. These measures will be funded through existing project budgets, such as the Air Quality Action Plan grant for Foleshill Road and for Spon End and S106 contributions from developers, and therefore no additional budget is required from the City Council to successfully deliver this project.

5.2 Legal implications

The Enhanced Partnership Plan provides powers for the WMCA, and City Council, to enter into a legally binding Enhanced Partnership Scheme requiring the bus companies operating bus services within the city to do so only with electric, or zero emission, buses. The Bus Services Act 2017 sets out the legislative framework for the development of an EPP and its implementation.

The obligations that the City Council will take on under any Enhanced Partnership agreement all relate to existing functions in respect of which the City Council already has statutory powers.

6 Other implications

6.1 How will this contribute to the Council Plan (www.coventry.gov.uk/councilplan/)?

These proposals support the Council's core aims, as set out in the Council Plan, by:

- improving the quality of life for Coventry people – by creating an attractive, cleaner and greener public transport system operating within the city;

- creating an attractive, cleaner and greener city by investing in an enhanced, attractive zero-emission bus fleet to operate within the city, and;
- making the city more accessible for businesses, visitors and local people through the provision of more attractive bus services using zero-emission, modern, accessible vehicles.

6.2 How is risk being managed?

The most significant risks identified for this project relate to the current situation that the bus industry finds itself in, due to the significant reduction in patronage, and therefore passenger revenue, resulting from the impact of the COVID-19 pandemic. This has meant that a largely financially commercial bus network in Coventry has become more reliant upon public subsidy as an interim measure. This has in turn impacted upon the ability of the bus companies to continue with their previous levels of investment in new buses.

In response to this position, TfWM are identifying alternative models for the procurement of the new electric buses and these will be developed further and agreed with project partners prior to the submission of the full business case to the Government.

6.3 What is the impact on the organisation?

There is no impact on the organisation, as all resources required to deliver the All Electric Bus Town will be funded through the grant received from Government and from funding already received for specific infrastructure schemes.

6.4 Equality Impact Assessment (EIA)

The investment in a new, modern fleet of vehicles to operate the bus network in Coventry will improve access to bus services, and easier movement around the city, for all residents, as the new buses will be fully accessible in line with current design standards.

6.5 Implications for (or impact on) climate change and the environment

The All Electric Bus Town project will result in every bus operating public bus services within the city being zero-emission, which will have a beneficial impact upon climate change through a reduction in emissions from the bus fleet. It is estimated that the transition of the fleet to electric buses will result in an annual saving of around 23,996 tonnes of carbon dioxide, 55 tonnes of nitrogen dioxide, and 1 tonne of particulates. This will also complement the Local Air Quality Action Plan which was agreed by Cabinet at its meeting in July 2020 and which is currently being implemented.

6.6 Implications for partner organisations?

The All Electric Bus Town project will result in major investment in upgrading the fleet of vehicles operating bus services within the city of Coventry and adjoining areas of Warwickshire. This will also benefit the bus companies operating those bus services, by supporting them in advancing the investment in modern, zero-emission, buses to ensure that high quality services can be provided within the area.

The Enhanced Partnership Plan will also benefit partner organisations by providing the framework through which a formal EPS for standards on the electrification of the bus fleet can be developed.

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Names of approvers for submission: (officers and members)				
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5th January 2021

Dear Deborah,

I am writing to set out the details of a proposal to devolve responsibility for the development and approval of a full business case for Phase 2 of the All-Electric Bus Town (AEBT) competition.

All-Electric Bus Town programme objectives

The AEBT has a key role to play in meeting the Government's commitment to tackle air quality and reduce greenhouse gas emissions. As set out in guidance for Phase 1 the AEBT proposal has a number of key aims:

- To act as a pilot to understand what can be achieved when there is a real commitment to move all buses in a place to electric zero-emission;
- To understand the impact this can have on improving air quality and greenhouse gases in a place;
- To understand better the challenges of running a wholly electric bus fleet;
- To understand the impact that an electric fleet can have on running costs, patronage and passenger satisfaction;
- To support bus manufacturers in the development of zero emission bus technology.

Business case development and scheme assurance

The AEBT is an important pilot programme which will help to inform the Department's future work on decarbonising the bus fleet and delivering on the Prime Minister's commitment to deliver at least 4,000 zero emission buses. It is important that robust monitoring and evaluation is in place to ensure this can be used for future schemes. It is also vital that the programme delivers Value for Money. Therefore, the Department will need a number of assurances to enable business case development to be devolved solely to the WMCA:

- i. The business case will be developed in accordance with the key aims of the AEBT pilot proposal, with clear dated milestones stating when key work will be delivered;
- ii. The business case will detail how the AEBT fits with complementary transport policies driving progress to zero emission transport;
- iii. That the AEBT proposal has support of all local bus operators in the area (as per the original competition criteria);
- iv. That the WMCA has an appropriate governance framework to manage business case development and approval, as well as supporting effective oversight and management of the pilot;
- v. A plan for monitoring and evaluation of the pilot against its objectives must be included in the business case;
- vi. WMCA will follow HM Treasury's Green Book guide to developing a project business case and the Department's Transport Analysis Guidance (TAG) and Value for Money Framework. To calculate the VfM of the project, WMCA will either develop their own model to calculate the Benefit-Cost Ratio of their proposals or use the Department's Green Buses tool;
- vii. The business case will detail how the WMCA will comply with the 2010 Equality Act and the Public Sector Equality Duty. This includes considering impacts of the project on protected characteristic groups both at the business case stage and at the monitoring and evaluation stage;
- viii. That the business case can be developed and approved by the WMCA by 19th March 2021 at the latest and that by 31st March 2021 the WMCA will provide a clear delivery timetable for delivery of the electric buses and infrastructure to support them. This is contingent on the business case proving to be value for money;
- ix. The WMCA will keep the Department closely informed of progress with business case development, ensuring experts from the Department are content with the process that has been followed before WMCA approve the scheme; and
- x. That a maximum of £50m funding from DfT is available, and any costs above this will be funded by the WMCA.

Once the Department has received confirmation in writing that these are acceptable assurances and will be followed through the process, responsibility for the development and approval of a business case will be devolved to the WMCA.

Release of funding

A maximum of £50m in funding will be provided for the AEBT programme in Coventry. The funding will be provided as a single payment before 31st March 2021 (as a capital grant), with an understanding that this is used to deliver the project as set out in the business case. The WMCA will be solely responsible for meeting any expenditure over and above this maximum amount.

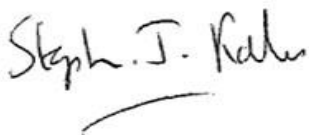
The Department recognises that this is a major place-based pilot unlike any other previous electric bus scheme, through which there may be challenges to overcome around legal, procurement and delivery elements. The department will want to work closely with the WMCA project team to offer support around any critical issues that emerge through the development of the business case. Ultimately any major deviation from the milestones WMCA outlines in

the full business case will need to be reported to the Department through the working group, and the Department retains the right to reclaim the money if it has concerns that the outcomes of the project will not be delivered.

This funding will be subject to a formal funding letter issued by the Department which will include provisions around timescales, monitoring, reporting and evaluation. The full business case will be expected to demonstrate that the AEBT programme will be compliant with State Aid laws if they apply and any equivalent successor regime in the UK.

We look forward to working closely with your team to deliver this scheme.

Yours sincerely

A handwritten signature in black ink that reads "Steph. J. Fidler". The signature is written in a cursive style with a horizontal line underneath the name.

Stephen Fidler

Copies to Laura Shoaf and Pete Bond, TfWM

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West Midlands Enhanced Partnership Plan

October 2020



West Midlands Combined Authority (WMCA) seeks to develop and promote a fully integrated transport system, where each public transport mode (rail, Metro, bus and demand responsive transport) contributes towards the overall objective of enabling all residents to have easy access to a range of services and facilities. Bus is central to this and an Enhanced Partnership offers a mechanism to help achieve the objective.

Drawing on Transport for West Midlands' Strategic Vision for Bus, this document fulfils the statutory requirements set out by the Bus Services Act 2017 of an Enhanced Partnership (EP) Plan for the West Midlands. Initially, this will facilitate the introduction of an EP Scheme for the first two Sprint corridors (A34 and A45) that have been prioritised to support the 2022 Commonwealth Games. However, over the Plan period, other potential EP Schemes may be put forward by Transport for West Midlands (TfWM), constituent authorities or bus operators and promoted through the West Midlands Bus Alliance.

Whilst significant progress in improving bus services is being achieved through the Bus Alliance and the Advanced Quality Partnership Schemes already in place in central Birmingham, Wolverhampton and Solihull, an Enhanced Partnership is considered the best way of ensuring that some of the more ambitious plans to transform bus travel are achieved. Amongst these are the Sprint bus rapid transit corridors, which will rely on investment both in vehicles (by operators) and infrastructure (by local authorities). The EP will place binding commitments on partner organisations to provide the necessary enhancements, as well as ensuring on-going provision of high-quality bus services.

In accordance with statutory requirements for an EP Plan, this document includes:

- Details of the area covered
- Factors affecting the local bus market
- A summary of passengers' experiences of using bus services and the priorities of users and non-users for improvements
- Trends in bus journey speeds and the impact of congestion on bus services
- Objectives that are sought for bus service provision
- Interventions needed to achieve the desired outcomes



Overview

The West Midlands has strong growth ambitions to improve productivity and the quality of life for everyone who lives and works in the region. The development of HS2, 2021 UK City of Culture in Coventry, and the 2022 Birmingham Commonwealth Games will help transform the region and drive investment, offering opportunities for the bus to play an important role in meeting existing and new travel demands.

Transport is key to economic growth, but traffic congestion can constrain this ambition. TfWM is supporting local authority partners and investing to develop a world-class integrated transport system that will allow seamless, convenient travel across the region, thereby reducing the need for journeys to be made by car.

In 2017/18, 71.9¹ million bus service miles were operated in the West Midlands by 26 bus operators. This represents the largest number of bus service miles for a metropolitan area in England (outside of London) and the largest commercially-provided bus network (66.5 million bus service miles). Some 5.4 million bus service miles operate with financial support from TfWM and local authority partners.

With its widespread coverage, bus plays a vital role across the region. The bus accounts for 4 out of 5 public transport journeys and remains the most important, adaptable and flexible mode, serving and supporting a better quality of life for West Midlands residents. The importance of the bus for access to employment is illustrated in Figure 1.

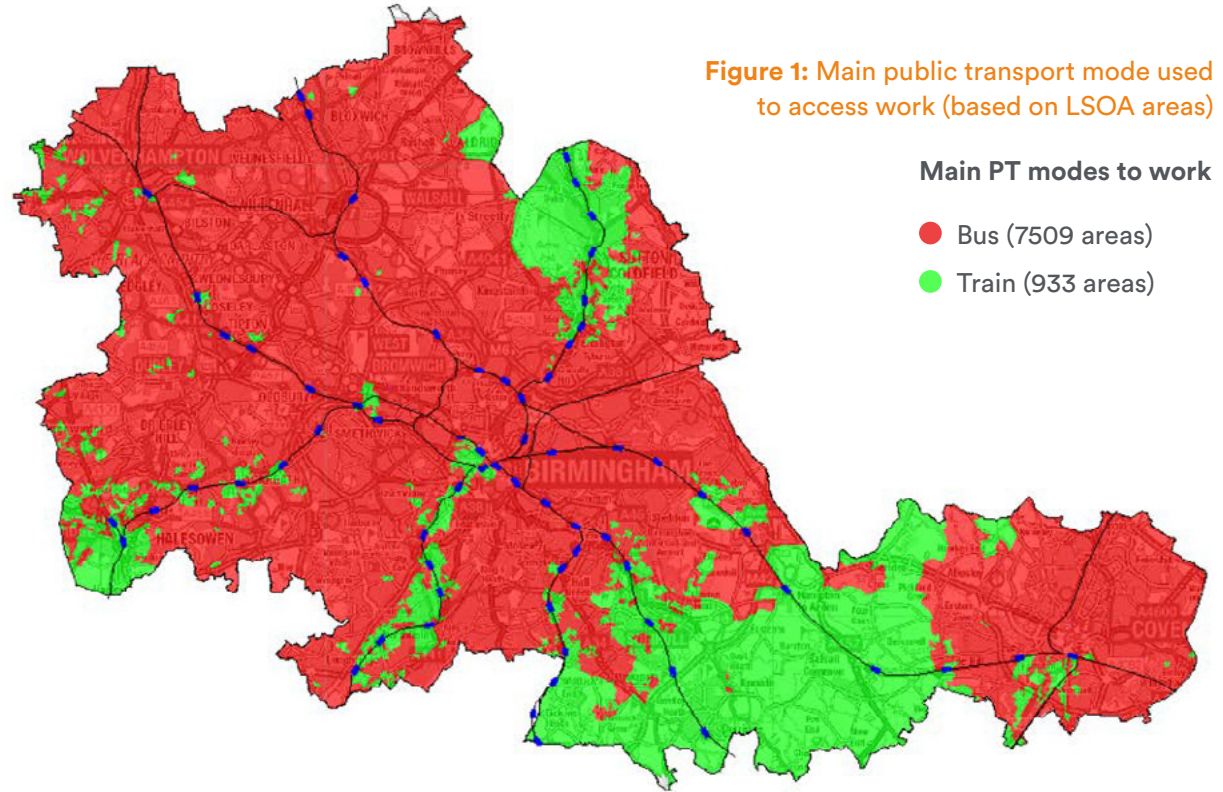


Figure 1: Main public transport mode used to access work (based on LSOA areas)

- Main PT modes to work**
- Bus (7509 areas)
 - Train (933 areas)

¹ DfT 2017/18, <https://www.gov.uk/government/statistical-data-sets/bus02-vehicle-distance-travelled>

Bus passengers' views

The 2018 Bus Passenger Survey, undertaken by Transport Focus, reported that overall satisfaction with bus travel in the West Midlands stood at 84%. While this demonstrates high levels of satisfaction, this was slightly below the levels in the equivalent metropolitan areas of West Yorkshire (85%) and Greater Manchester (87%) and somewhat lower than Merseyside and Tyne & Wear (both 91%).

66%
Bus driver
greeting/welcome



66%
Value for money
fare-payers only

82%
Journey time



84%
Overall journey



71%
Punctuality

84%
Availability of seating
or space to stand



74%
Interior cleanliness
and condition

Influences on bus travel

Across the UK, bus use has been in general decline, mainly due to growing car ownership and use. However, in recent years, some areas or specific bus routes have seen growth.

Research into changing patterns of bus use (illustrated in Figure 2) suggests that about a half of the reduction in bus patronage can be explained by changing customer needs, particularly due to changes in car ownership and economic circumstances and the availability and acceptability of alternatives to travel, such as online services. Much of the remainder of the reduction in bus patronage is explained by increases in bus journey times (linked to increasing traffic levels) and rises in bus fares. In contrast, there are some factors that have helped to increase bus use, attributable to population growth and reduced car use.

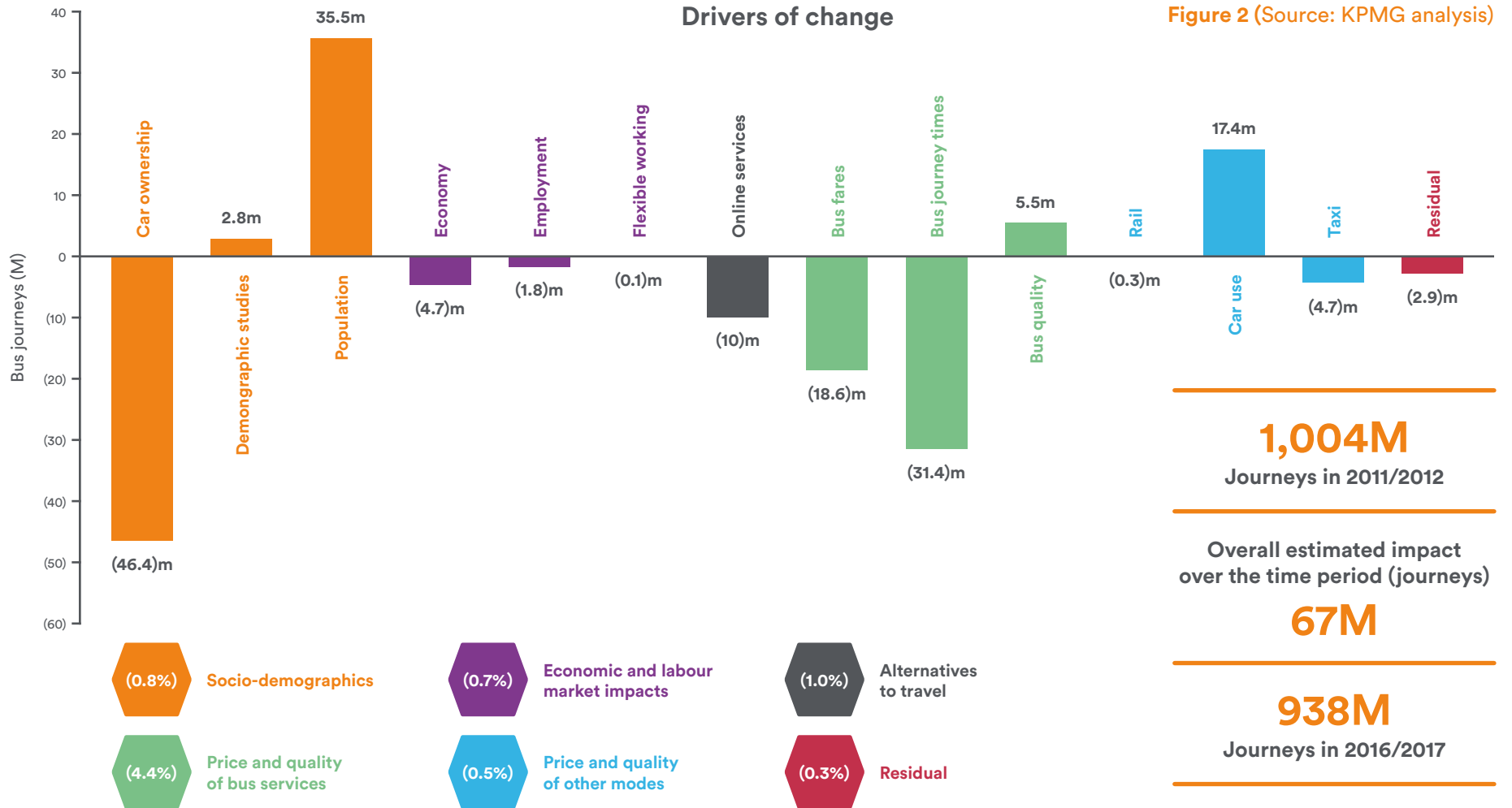


Figure 2 (Source: KPMG analysis)

Figures based on UTG member areas

Car ownership

In the West Midlands, over half of bus users have no access to a car and so rely on public transport for their travel needs. Where people have access to a car, their likelihood of using the bus reduces², from on average of 181 bus journeys per year to 55 (part access to a vehicle) and 14 (full access to a vehicle).

Figure 3: Car ownership in the West Midlands

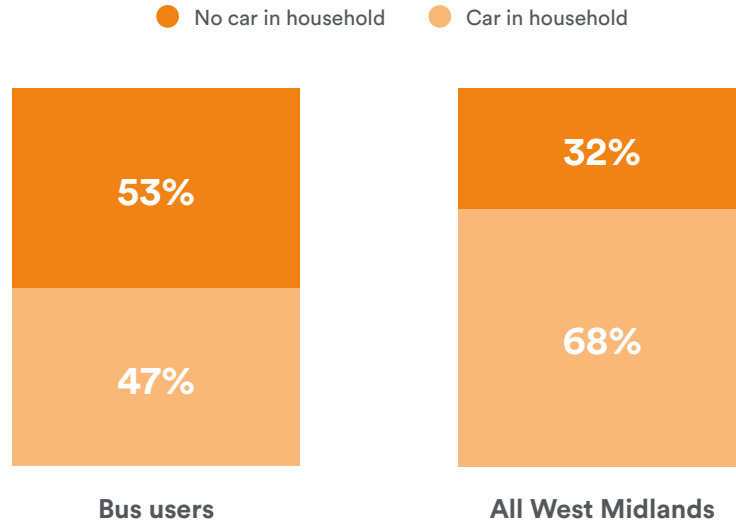
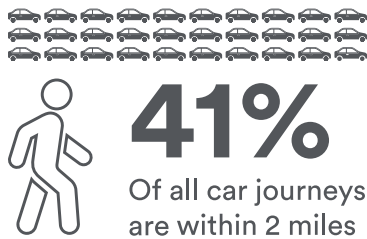


Figure 4: Car ownership usage and characteristics in the West Midlands



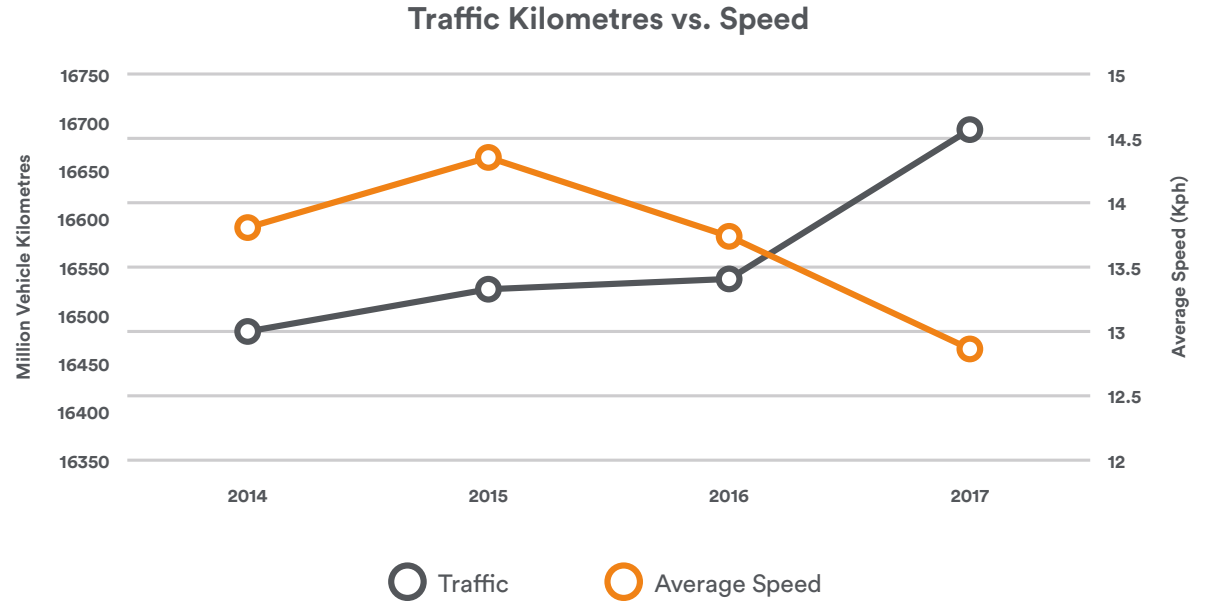
Car parking

In Birmingham city centre, the region's strategic economic centre, there are about 60,000 public and private non-residential car parking spaces available, both on-street and off-street. This is against an average weekday vehicle demand for parking spaces in the city centre of about 45,000 vehicles. This suggests an over-supply of parking, which undermines local and regional policies to see a shift towards reducing private car use and encouraging more sustainable forms of travel.

The high level of parking availability in Birmingham city centre also contributes to peak period traffic congestion and associated travel unreliability, together with problems of poor air quality.

Congestion

Traffic congestion is a significant challenge for buses, restricting their ability to reach their potential by increasing journey times and impacting negatively on service reliability. Since 2015, average traffic speeds have fallen as levels of traffic have increased. If congestion is unmanaged, it will continue to have detrimental impacts on people and businesses, increasing business costs, affecting productivity and reducing accessibility to labour markets, as well as being responsible for harmful emissions. Equally, if unchecked, congestion could worsen from increased travel demand resulting from development and population growth. Also, major infrastructure projects, such as HS2, might have impacts on bus services during their construction period.



Without addressing major sources of congestion, buses will continue to suffer delays, variability and increases in journey times and operating costs, leading to declining attractiveness of the service and thus fewer passengers. Bus operators are forced to respond to congestion in one of two ways – both with a similar outcome in terms of patronage decline. First, to maintain levels of service where congestion worsens, bus operators may need to run more buses, which adds to the costs of providing services. A second response is to operate services less frequently.

Congestion causes:

- **Journey time increases and variability** – whereby bus services become unreliable, with journey times varying from advertised timetables and overall journeys taking longer.

- **Decreasing accessibility** – slower average bus speeds lead to reduced accessibility, as fewer people can access places in a reasonable journey time.
- **Decreasing attractiveness of bus** – greater journey time variability and declining accessibility reduce the appeal of buses, meaning they are at risk of further patronage decline.
- **Higher bus operating costs** – a 10 per cent decrease in operating speeds leads to an 8 per cent increase in operating costs. If this is passed on to passengers through higher fares it results in a 5.6 per cent fall in patronage³.

Reduced use of the bus may lead to greater car use, creating further congestion.

One measure of the passenger experience is the real journey time incurred and the reliability of journey times. A tool to measure this has been devised and is shown in Appendix B, with some example journeys listed to highlight what it shows.

Accessibility analyses are another way of highlighting the relative ability of buses to provide services that people want. Such analysis shows that while 54.5% of residents could access at least three main centres within 45 minutes by public transport in October 2011, this had fallen to 44.8% in October 2017.

The impact of slower average traffic speeds on levels of accessibility is illustrated in Appendix A. For example, in the context of Birmingham between 2008 and 2018 increasing bus journey times resulted in 216,000 fewer people being within a 45-minute bus journey of the city centre.

³ The impact of congestion on bus passengers, Green Journeys, Professor David Begg

Air Quality

Air pollution in the West Midlands affects some 2.8 million people, reducing average life expectancy by up to 6 months, and is responsible for economic costs estimated at £860 million per year. It is estimated that road transport emissions account for around 1,460 premature deaths in the region each year, with 890 in Birmingham alone.

In all seven constituent authorities in the region, nitrogen dioxide (NO₂) and/or particulate matter concentration thresholds are currently exceeded (relative to EU limits). The authorities have been instructed by DEFRA to take local action. Birmingham City Council plans to implement a Class D Clean Air Zone, no earlier than July 2020.

Reducing bus emissions is an important vital part of the programme to improve people's health and quality of life by cleaning up the air in the West Midlands. The Mayor of the West Midlands and West Midlands Bus Alliance have committed to create the cleanest bus fleet in the UK, outside London. The aim is for the entire bus fleet in the West Midlands metropolitan area to meet at least Euro VI emissions standards by April 2021⁴, cutting harmful pollution from buses by up to 95 per cent.

Since 2015, over 350 new vehicles have entered service, older vehicles retrofitted to Euro VI standards, supported bus contracts specified as Euro VI standard, and orders placed for zero-emission buses (electric and hydrogen).

⁴ West Midlands Combined Authority Board
28 June 2019 <https://governance.wmca.org.uk/ieListDocuments.aspx?CId=137&MIId=221&Ver=4>

“Poor air quality is the largest environmental risk to public health in the UK” [DEFRA, 2017]



This section sets out the policy background to the EP Plan.

Strategic Economic Plan

The bus has a significant role to play in helping overcome the strategic challenges outlined in the SEP, with transport interventions that:



500,000
new jobs



20,000
more businesses



16,000
additional
hectares of
employment land



215,000
additional homes

- **Support an accessible network**
Addressing transport barriers (accessibility, availability and affordability) for excluded groups.
- **Deliver support that connects people to key employment and skills opportunities**
Ensuring growth is inclusive by helping the most vulnerable and isolated groups share in economic prosperity.
- **Ensure alignment with the Public Service Reform agenda and Local Industrial Strategy**
Targeting interventions which secure better for less from public services, improving the life changes and the health and wellbeing of local communities.

Movement for Growth

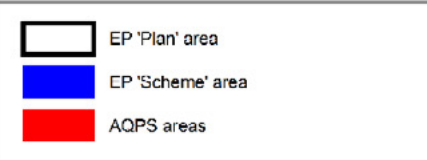
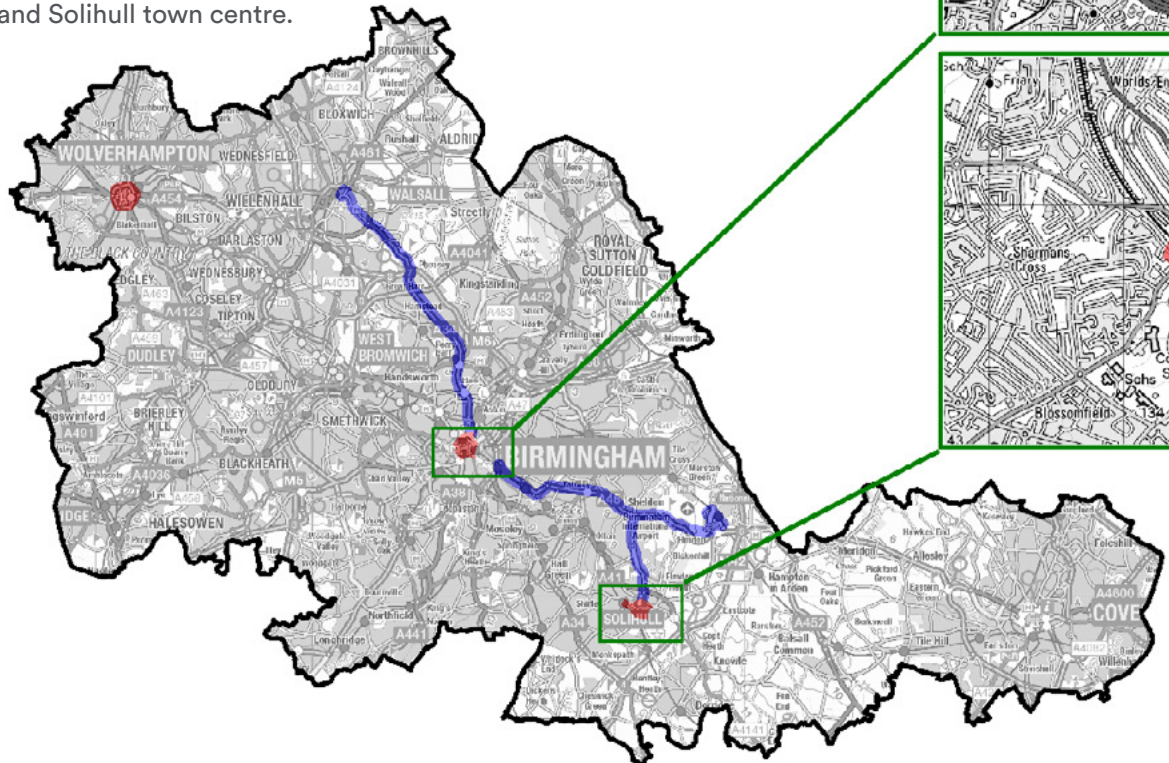
‘Movement for Growth’, the West Midlands Strategic Transport Plan, sets out improvements to the transport system to support the economic growth and regeneration of the region, support new developments and housing and improve air quality, the environment and social inclusion.



Map of Enhanced Partnership 'Plan' and 'Scheme' areas

Plan area

The EP Plan covers the entire area of the West Midlands Combined Authority (WMCA), excluding the areas within the existing Advanced Quality Partnership Schemes (AQPS) for Birmingham and Wolverhampton city centres and Solihull town centre.



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Objectives

The EP Plan provides the framework to contribute towards meeting the 9 objectives set out in the ‘Strategic Vision for Bus’:

- UK leading low emission bus fleet with zero emission corridors serving the most affected areas of air quality.
- Fully integrated bus network, including demand responsive and rapid transit services supporting interchange with rail, coach and Metro to form one network.
- Simple, convenient and easy to use payment options, including full capping, providing a network which is value for money and affordable for customers.
- Fewer private car journeys by making bus the mode of choice and creating better access to jobs and long-term change.
- Creating a safe, secure and accessible mode for all and tackling long-held barriers and perceptions.
- Accountable network performance management, tackling issues causing congestion and reliability problems.
- World-leading customer information, utilising 5G and all available technologies and platforms.
- All young people under 25 supported by discounted travel, as well as addressing barriers for excluded groups.
- Evolve a network to support a 24/7 thriving economy, connecting people to new and developing destinations and attractions.

The Plan provides the backdrop for specific EP Schemes that will detail actions and developments to be taken jointly by partners to deliver a marked improvement in bus services on certain corridors or in defined areas that will help meet the above objectives, particularly by speeding up bus journeys times and improving journey time reliability. Such schemes may be suggested and promoted by TfWM, constituent local authorities or bus operators.

The first EP Scheme to be introduced will support the implementation of two Sprint corridors, including improved infrastructure and the operation of high-quality buses, as follows:

- Birmingham Airport and Solihull to Birmingham City Centre (A45)
- Walsall to Birmingham City Centre (A34)

Ultimately, a network of Sprint corridors will be established across the West Midlands, as shown in Figure 5.

The Plan supports the key principles underpinning the provision of Sprint corridors, in respect of:

- Providing confidence to operators to invest in high quality vehicles
- Ensuring reliable journey time performance
- Managing access at certain stops
- Enhanced vehicle standards
- Enhanced vehicle environmental standards
- Vehicle, driver and customer service standards are enhanced and maintained
- Infrastructure is maintained and enforced
- Continued availability of inter-operable ticketing

- Ensuring incident conditions are managed effectively on a collaborative basis
- Providing a mechanism for sharing data and reporting on corridor performance

Strategic Vision for Bus

Outlining the role of bus in supporting the overall transport aspirations, ‘Strategic Vision for Bus’ sets out the following vision:

“A world-class integrated, reliable, zero emission transport system providing inclusive travel for all across the West Midlands, with excellent customer service and simple payment and ticketing options. Customers will be able to make easy and safe door-to-door journeys, benefiting from new innovative transport solutions that meets the needs of a modern and diverse 21st Century economy, reducing the reliance on private single occupancy car journeys.”

Governance

A Reference Group, comprising the following, developed this Plan:

- TfWM
- Constituent local authorities
- Bus operators
- Confederation of Passenger Transport
- Local Enterprise Partnerships
- Bus Users UK
- Transport Focus
- Birmingham Airport
- Neighbouring authorities (as observers)

The Group will be reconvened in the future if variations to the Plan are necessary.

The Enhanced Partnership is overseen by the West Midlands Bus Alliance and WMCA, who will also monitor progress made towards achieving the EP Plan objectives.

An EP Plan can only exist if there is at least one associated EP Scheme in place. Therefore, for as long as an EP Scheme is in place, a Plan must also be in place.



Small and medium-sized operators

The needs of small and medium-sized operators (SMOs) have been considered in the development of the Enhanced Partnership, with opportunities for all bus operators to participate throughout, either through individual discussions or through attendance at the Reference Group meetings. The Plan seeks to support improvements in all aspects of bus provision, regardless of the size of operators providing services. With the Enhanced Partnership Scheme area, smaller operators have been given extended periods to comply with the improved standards.

Competition

The Enhanced Partnership has been subject to the Competition Test as set out in Part 1 of Schedule 10 of the Transport Act 2000. The assessment, undertaken by TfWM and shared with the Competition and Markets Authority, concluded that there will be no adverse impact on competition.

The implementation of an Enhanced Partnership Plan and associated Scheme is aimed at delivering improvements to bus services for passengers in a deregulated environment. In particular, this will include improved quality of vehicles and emission standards (minimum standard of Euro VI). All operators in the Enhanced Partnership Scheme area will be required to make improvements in their fleet, which are considered proportionate in respect of the Climate Emergency declared by the WMCA. The Enhanced Partnership will not impact on competition, as operators will be free to amend and introduce services in the area, provided that the standards that apply to all operators are met.



Variations to the Plan

Consideration will be given to potential EP Plan variations highlighted either by one of the organisations represented on the EP Reference Group or an operator of qualifying local bus services. The proposer of a variation should demonstrate how this might contribute to achieving the objectives set out in the EP Plan and current local transport policies. Such requests should be set out in writing and submitted to busalliance@tfwm.org.uk.

On receipt of a valid request for a variation, TfWM will reconvene the EP Plan Reference Group, giving at least 14 days' notice for the meeting, to consider the proposed variation. If the proposed variation is agreed by all bus operator and local highway authority and TfWM representatives present, TfWM will make the EP Plan variation with the relevant local highway authorities. Stakeholders not represented at the meeting will be deemed to be abstaining from the decision.



If there is not full agreement of all stakeholders present, then the proposed variation will be put to the operator objection mechanism, but with a reduced objection period of 14 days replacing Part 2 of the Transport Act 2000 section 138L (2) (c). The proposed variation will be advertised on the TfWM website and emailed to operators of qualifying local services in the EP Plan area. If the proposed variation passes the operator objection mechanism, TfWM will make the EP Plan variation, subject to the approval of the relevant local highway authorities and TfWM.

Review of the EP Plan

Once the EP Plan is made, it will be reviewed by the EP Plan Reference Group at least annually. TfWM will initiate each review and it will take no longer than 6 months to complete.

As part of the review process, at least every 2nd year consideration will be given to the appropriateness of the milestone dates for the implementation of non-diesel vehicles, which will take into account changes in national and regional guidance and policy.

Depending on the outcome of the Outline Business Case⁵ assessment to consider the best future delivery model for bus services in the West Midlands from the Bus Services Act 2017, due to be completed in 2021, it may be necessary to review the EP Plan.

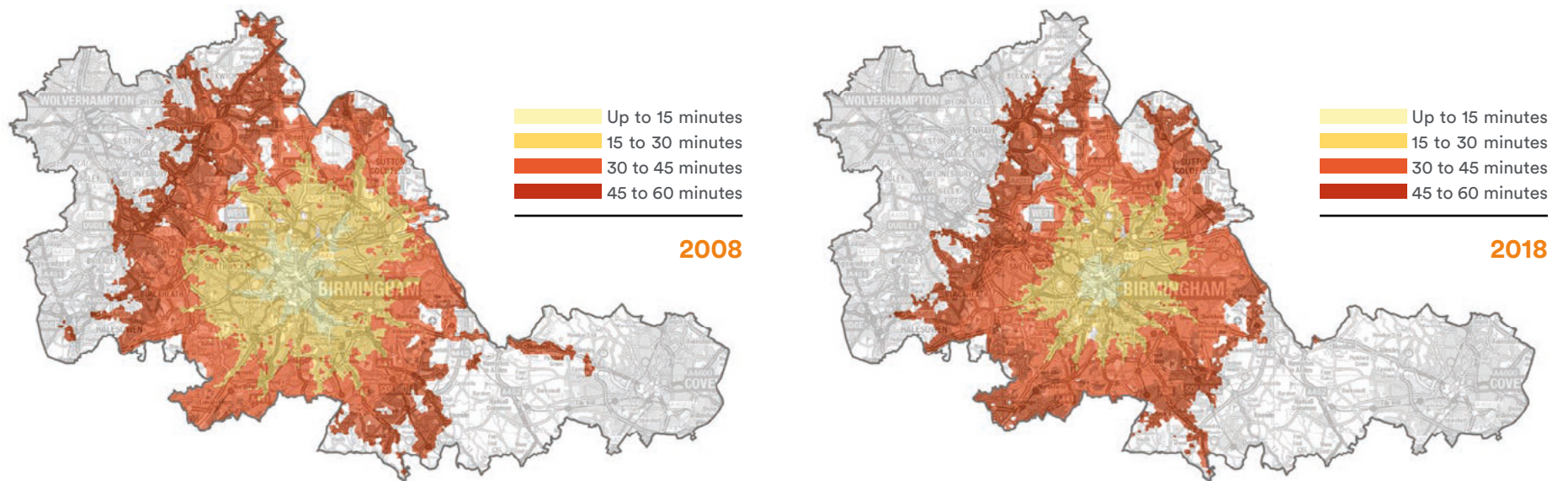
Revocation of the EP Plan

If, for some reason, it becomes necessary for the EP Plan to be revoked, the EP Plan Reference Group will be reconvened and follow the same process as outlined in the section 'Variations to the Scheme' (noting that the agreement will be for revocation and not variation).

If at any point in the future the EP Plan area is included in a Bus Franchising Area, the relevant requirements set out in this EP Plan document will cease to apply from the commencement date of the Franchising Scheme.

⁵ As approved by the WMCA Board at its meeting on the 28 June 2019: <https://governance.wmca.org.uk/ieListDocuments.aspx?CId=137&MIId=221&Ver=4>

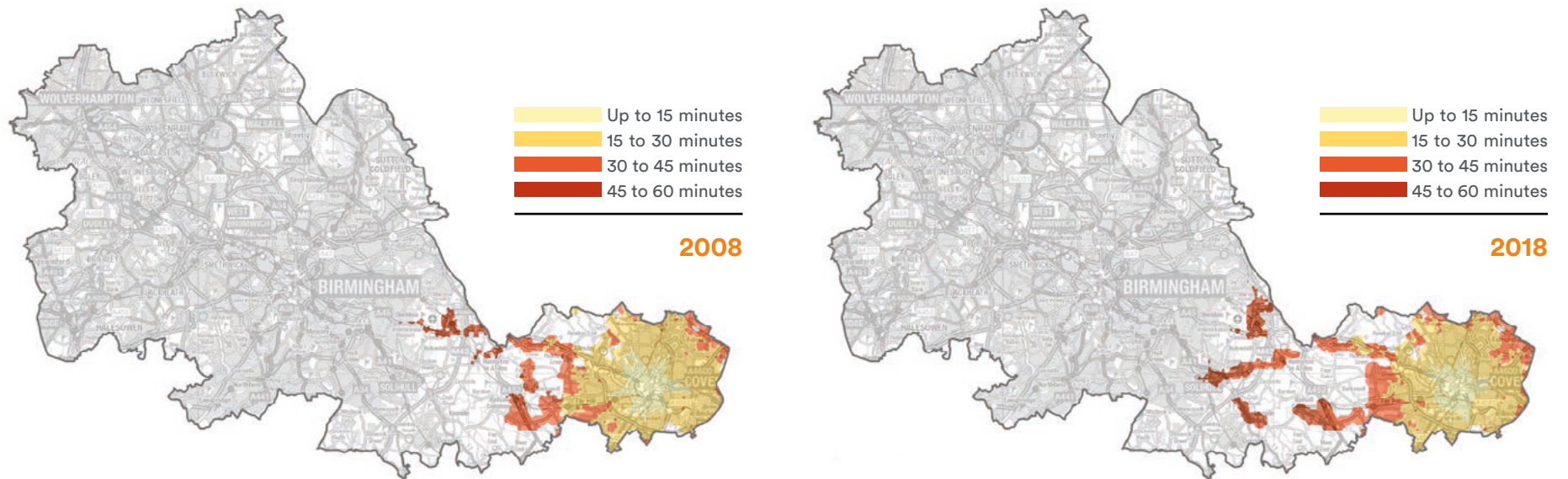
Figure A1: AM Peak Journey Times to Birmingham City Centre by Bus (2008 and 2018)



Population living within 60 minutes by bus from Birmingham: 1,511,350 in 2008, 1,287,810 in 2018.

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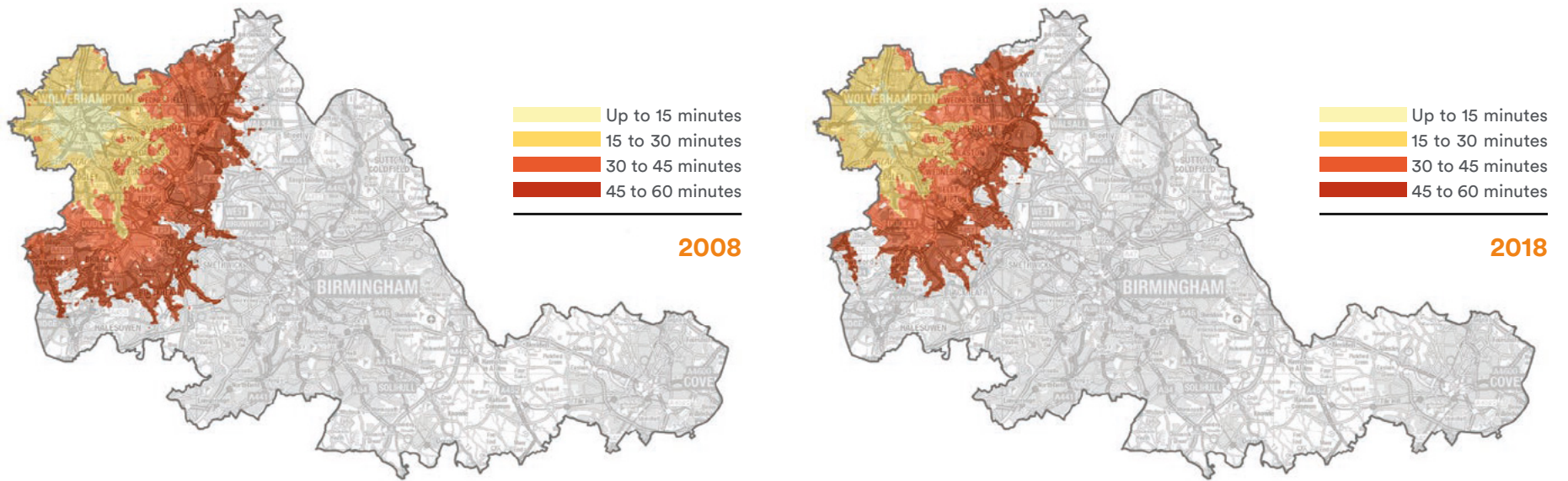
Figure A2: AM Peak Journey Times to Coventry City Centre by Bus (2008 and 2018)



Population living within 60 minutes by bus from Coventry: 288,603 in 2008, 295,594 in 2018. The increase is due to improved service provision to Solihull.

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Figure A3: AM Peak Journey Times to Wolverhampton City Centre by Bus (2008 and 2018)



Population living within 60 minutes by bus from Wolverhampton: 712,552 in 2008, 569,458 in 2018.

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Real Journey Time (RJT) is a measure of how long passengers allow for a bus journey. This is not just a slowly-extending timetabled journey time, but also the contingency they add for delay, as passengers seek to reduce the risk of significant lateness more than to minimising their total travel time. Research suggests the contingency typically added to make up the RJT is that needed to cover the 95th percentile journey time.

An online tool (www.realjourneytime.co.uk) can be used to measure RJT for many services in the West Midlands. The output of the RJT for a selection of routes (April 2019) highlights some of the poorest passenger experiences of RJT compared with timetabled journey speed (TJS).

Journey from >to	Service	AM Peak journey times (mins)			Performance measures	
		Timetable	Real journey time	Must add	Current (all day) % service punctual	Additional (AM peak) RJ Speed /TJ Speed
Bloxwich > Walsall	31/32	12	21	9	65%	57%
Cape Hill > Birmingham	82/87	21	25	4	76%	84%
Foleshill > Coventry	20	13	21	8	69%	62%
Great Bridge > Birmingham	74	59	68	9	63%	87%
Halesowen > Birmingham	9	63	73	10	74%	86%
Harborne > Birmingham	23/24	25	41	16	80%	61%
Keresley > Coventry	16/A	31	47	16	77%	66%
Maypole > Birmingham	50	31	46	15	58%	67%
Solihull > Birmingham	4	45	55	10	63%	82%
Walsall > Oldbury	4	41	50	9	76%	82%
Wednesfield > Wolverhampton	59	14	22	8	82%	64%
Willenhall > Walsall	529	19	27	8	61%	70%
Wolverhampton > Dudley	1	47	51	4	69%	92%

One approach to improving network performance is to reduce the amount of contingency that passengers need to allow for their journeys, particularly targeting the worst ones first.

THIS DEED IS DATED:

PARTY SEALS

(1) THE WEST MIDLANDS
COMBINED AUTHORITY
(WMCA) of 16 Summer Lane,
Birmingham, B19 3SD affixed
hereto in the presence of its
duly Authorised Officer

(2) BIRMINGHAM CITY
COUNCIL of The Council
House, Victoria Square,
Birmingham B1 1BB affixed
hereto in the presence of its
duly Authorised Officer

(3) COVENTRY CITY
COUNCIL of Council House,
Earl Street, Coventry, CV1 5RR
affixed hereto in the presence
of its duly Authorised Officer

(4) DUDLEY METROPOLITAIN
BOROUGH COUNCIL of
Council House,
Priory Road, Dudley, DY1 1HF
affixed hereto in the presence
of its duly Authorised Officer

(5) SANDWELL
METROPOLITAN BOROUGH
COUNCIL of Sandwell Council
House, Freeth Street, Oldbury,
B69 3DE affixed hereto in
the presence of its duly
Authorised Officer

(6) SOLIHULL
METROPOLITAN BOROUGH
COUNCIL of Council House,
Manor Square, Solihull, West
Midlands, B91 3QB affixed
hereto in the presence of its
duly Authorised Officer

(7) WALSALL
METROPOLITAN BOROUGH
COUNCIL of Civic Centre,
Darwall Street, Walsall,
WS1 1TP affixed hereto in
the presence of its duly
Authorised Officer

(8) CITY OF
WOLVERHAMPTON
COUNCIL of Civic
Centre, St. Peter's Square,
Wolverhampton, WV1 1SH
affixed hereto in the presence
of its duly Authorised Officer



Transport for West Midlands

Building a healthier, happier, better connected and more prosperous West Midlands.

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Agenda Item 7

Business, Economy and Enterprise (3) Work Programme 2020-21

Last updated 22/01/2020

Please see page 2 onwards for background to items

23rd September 2020
Employment, Skills and Training Public Realm Projects
4th November 2020
Very Light Rail Update on Local Air Quality Action Plan
2nd December 2020
International Trade and Overseas Markets
3rd February 2021
Two Friargate Station Master Plan Update
Additional Meeting – 3rd March 2021
Support to Small Businesses Bus Provision and Innovation in Coventry
24th March 2021 – joint with SB1
Apprenticeship opportunities in Coventry
Additional meeting - 14th April 2021
Public Sector Decarbonisation Scheme CWLEP
Suggested items for 2021-22
Gigafactory University Civic Agreements Tourism Strategy 2019-2023 City Centre South Cycling Strategy Digital Skills Active Travel with Schools

Date	Title	Detail	Cabinet Member/ Lead Officer
23rd September 2020	Employment, Skills and Training	To consider the priorities and actions identified to support employment, skills and training, particularly considering the effects of the coronavirus pandemic	Kim Mawby Cllr Maton
	Public Realm Projects	To look at the current public realm projects across the city, particularly in the city centre, in the lead up to City of Culture 2021 and the effects of the lockdown on progress	Jo Shore Cllr Hetherton/Cllr O'Boyle
4th November 2020	Very Light Rail	An update on progress on the development of a Very Light Rail system in Coventry	Colin Knight Nicola Small Cllr O'Boyle
	Update on Local Air Quality Action Plan	Progress on the LAQAP, including consideration of the business plan before Cabinet on 1 st December	John Seddon, Cllrs Caan, Hetherton, O'Boyle
2nd December 2020	International Trade and Overseas Markets	To include the conference reports for China and Hong Kong and Germany. To look at relationships with overseas trade, within context of Brexit. To include contribution from Chamber of Commerce	John Norton Cllr O'Boyle
3rd February 2021	Two Friargate	To consider progress on the plans for a second building at Friargate	Richard Moon Cllr O'Boyle
	Station Master Plan Update	An update on progress on the delivery of the Station Masterplan	Rhian Palmer/Colin Knight Cllr O'Boyle
Additional Meeting – 3rd March 2021	Support to Small Businesses	A further report be submitted to the Board providing an update on future funding. The report to include data on: the retention of students to live and work in the City on completion of their degree; graduate business start-ups and a measure of their success, particularly benchmarking against other cities; unsuccessful businesses and the reason for their failure, including what help the Authority gives to support them and whether there were further measures they could take to support them	Stephen Weir Cllr O'Boyle
	Bus Provision and Innovation in Coventry	For the Board to be updated following meetings at Scruco in 2020 on Bus Provision and Bus Innovation	John Seddon Cllr O'Boyle

Business, Economy and Enterprise (3) Work Programme 2020-21

Date	Title	Detail	Cabinet Member/ Lead Officer
24th March 2021 – joint with SB1	Apprenticeship opportunities in Coventry	To scrutinise the opportunities across the City with regards to apprenticeships. This includes the City Council and other Anchor institutions within the City.	Cllr Brown/ Cllr Maton/ Cllr O'Boyle/ Sue Newing/ Kirston Nelson/ Andy Williams
Additional meeting - 14th April 2021	Public Sector Decarbonisation Scheme	Council approved a bid for the PSDS which will see funding to decrease the amount of carbon produced by Council owned buildings	Richard Moon Lowell Lewis Cllr O'Boyle
	CWLEP	A further report be submitted to the Board providing an update on future funding, following the UK's departure from Europe.	Paula Deas Cllr O'Boyle
Suggested items for 2021-22	Gigafactory	To look at what the Council is doing to support and encourage the location of a Gigafactory in Coventry	Cllr O'Boyle Andy Williams
	University Civic Agreements	Representatives from Coventry University and Warwick University be invited to attend the meeting of the Board to talk about the benefits of the Civic Agreements for the City and how they can work in partnership with the Council. To include how to encourage student retention for living and working in the city and the support they offer for graduate business start-ups.	Representatives from the Universities, Stephen Weir Cllr O'Boyle
	Tourism Strategy 2019-2023	A follow up report from the meeting in July – to include information about Purple Flag status and further information on the work being undertaken externally on the promotion of the City.	Val Birchall Cllr O'Boyle
	City Centre South	Progress on development to be considered alongside the Tourism Strategy. Planning applications due to be heard March 2021	Richard Moon Cllr O'Boyle
	Cycling Strategy	To consider the plans to introduce cycling routes including the West of the city.	

Date	Title	Detail	Cabinet Member/ Lead Officer
	Digital Skills	To look in more detail how the Digital Strategy is supporting the development of digital skills across the city	Cllr Lloyd/Cllr Maton Paul Ward/Kirston Nelson
	Active Travel with Schools	Following consideration of the Local Air Quality Action Plan, the Board requested an item relating to the work undertaken with schools to gather information about their travel preferences and proposals to encourage modal shift	John Seddon Cllr Hetherton