# Edinburgh and South East Scotland City Region Deal Joint Committee

#### 10 am, Friday 6 March 2020

## **City Region Deal Progress Report**

#### Item number

#### **Executive Summary**

The Edinburgh and South East Scotland City Region Deal progress report gives an indication of progress across the City Region Deal programme.

In this update, the overall status is assigned as "Amber". There are no actions required from the Joint Committee.

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# Report

#### **City Region Deal Progress report**

#### 1. Recommendations

1.1 To note the progress across the City Region Deal Programme.

#### 2. Background

- 2.1 This progress report is being used across the City Region Deal's governance structure to monitor progress across all aspects of the City Region Deal. It is updated and shared with Government on a weekly basis and is taken to all Board meetings. A RAG (Red, Amber, Green) scale is assigned to programmes and projects by the Programme Management Office (PMO), as well as scored for inclusive growth and partnership working.
- 2.2 Tables 1, 2 and 3 shows the guidelines that are used when determine RAG statuses and scores:

#### Table 1: RAG Status Guidelines

- T: Status against timeline set out in business case/implementation plan;
- **B:** Status against **budget** set out in financial plan

RAG Status	Definition - Timeline	Definition - Budget	Action Required
Green	In line with business case/implementation plan	In line with financial plan.	No management action required
Amber	Delay is considered acceptable by PMO.	Within acceptable range.	Management action is in place by senior management to address issues, and project is being closely monitored.
Red	Delay is significant.	Outwith acceptable range.	Immediate action is required by senior management and relevant Boards as appropriate to address issues. Issues must be highlighted to Government.

Table 2: Inclusive Growth Score Guidelines

Score	Definition
1.	Project's links with inclusive growth framework are being developed.
2.	Project's links with inclusive growth framework have been identified and are in the process of being implemented.
3.	Project's links with inclusive growth framework are being delivered and monitoring and evaluation is in place to assess impact.

Table 3: Partnership Working Score Guidelines

Score	Definition
1.	Links have been identified with projects in other themes/with regional partners outwith City Region Deal.
2.	Links are in the process of being established with projects in different themes/with regional partners outwith City Region Deal.
3.	Links are being exploited between this project and other themes/with regional partners outwith City Region Deal.

#### 2. Main report

2.1 The performance report is shown in Appendix 1. The overall status of the City Region Deal is assigned as "Amber". There are no actions required from the Joint Committee.

#### 3. Financial impact

- 3.1 The financial summary, updated quarterly, on Page 2 of the Appendix shows that £50.7 million (excluding funding issued by Transport Scotland and Scottish Government Housing) has been allocated for the programme for 2019/20, in addition to the £41.3 million drawn down in 2018/19.
- 3.2 At the last Quarterly Performance Meeting in January, Governments were comfortable with the proposal of accelerating projects with capacity to do so. The financial summary has been updated with the forecast outturn for this year which reflects the agreed acceleration.
  - 3.3 A draft Grant offer letter for 2020/21 has been received from Government. This has been reviewed by CEC legal and currently with Partners for comments

#### 4. Alignment with Sustainable, Inclusive Growth Ambitions

- 4.1 Inclusion is a key driver for the City Region Deal, and scores have been included for each project. Business cases for projects included demonstrate how they will reduce inequalities and tackle the inclusion challenges specific to the city region.
- 4.2 A Monitoring and Evaluation Framework is being developed for the programme, which will incorporate clear indicators to align with the Scottish Government's Inclusive Growth Framework, also under development. The impact on equalities, human rights and sustainability are also being incorporated into the framework. The framework is expected to be complete by June 2020.

#### 5. Background reading/external references

- 5.1 Scotland's City Region and Growth Deals (Audit Scotland Report)
- 5.2 <u>Edinburgh and South East Scotland City Region Deal Annual Report, Annual Conversation and Regional Growth Framework Update</u>: City of Edinburgh Council, 24 October 2020.

#### 6. Appendices

# Overall Status Last Period Amber Overall Status This Period Amber

## Page 1: Dashboard

#### **Achievements and Milestones**

Achievement/Milestone	Date
Draft orders response to Transport Scotland on Sheriffhall Roundabout	Jan 20
Regional Growth Framework / NPF 4 Call for Ideas Response Draft	Feb 20

#### **Financials Summary**

\*Funding issued by Transport Scotland and SG Housing not included in this total

Total CRD grant £000	CRD grant d to date		19-20 CRD Grant allocation	19-20 Grant drawdown
600,000	68,255	11.4%	£50.73m*	£25.36m*

Upcoming Milestones	Target Date	RAG
Joint Committee meeting to discuss: NPF4 Call for Ideas response, DDI programme, IRES programme and Audit Scotland report	Mar 20	
Monitoring and Evaluation Framework complete	May 20	

#### Top 3 Risks (from PMO Risk Register)

Risk	Im pac t	Lik elo ho od	Sev erity	Resolution Plan or Mitigating Action	Risk owner
Insufficient Resources from PMO and wider network (project leads)	5	2	10	<ul> <li>Request for additional resources to be made to Executive Board when appropriate</li> <li>Progress reports, quarterly reporting and risk register to track progress towards deadlines and highlight potential delays to PMO before they arise.</li> <li>Use secondments and reallocate staff to City Region Deal activity when required.</li> <li>Re-assess capacity and skillsets regularly in line with changing requirements.</li> </ul>	Exec Board
There is no regional strategy/framework	3	3	9	<ul> <li>Regional Growth Framework proposal has been approved by Joint Committee on 3 September. Resources for taking this forward have been identified by Directors Group.</li> <li>Regional Enterprise Council, Govt and key agencies, are being kept informed and will help to shape in Q1 20.</li> </ul>	Directors' Group
Monitoring and Evaluation Framework is not sufficiently defined	4	2	8	<ul> <li>M&amp;E framework is being carefully thought through and co-produced with Government. Logic models have been devised, and assumptions have been made clear. A timeline has been agreed to report fully to Joint Committee in June 2020.</li> <li>Work ongoing to ensure that indicators, and change control measures are appropriate.</li> <li>Update report and forward plan to be considered by Joint Committee in June 2020.</li> </ul>	Directors' Group

# **Page 2: Financial Summary**



-01	∕erall Tota					2019 - 2020	1		
Total	CRD	CRD		Grant Allocation	CRD	Spend	Forecast		
Budget	Grant	Grant	Project Name		Grant	to date	outturn	VS	Comments
£000	Total £000	Claimed To Date		£000	claimed (Q1-3)	(Apr-Jan) £000	£000	Allocation variance	
	2000	£000			£000	2000		£000	
		2000			2000			2000	
101,047	32,545	32,544	Bayes Centre	10,133	10,133	10,133	10,133	0	
22,469	22,469	664	National Robotarium	2,566	594	680	1,770	-796	Forecast is based on profile as per full business case
189,297	57,920	28,897	Edinburgh Futures Institute	13,770	10,035	10,799	14,608	838	Acceleration agreed by Governments
190,620	79,595	4,346	World Class Data Infrastructure	8,417	4,346	7,886	17, 134	8,717	Acceleration agreed by Governments
84,610	49,205	0	Usher Institute	0	0	1,010	1,445	1,445	Acceleration agreed by Governments
42,596	17,366	0	Easter Bush	0	0	0	0	0	
30,000	10,900	0	Easter Bush Link Road - A701 & A702	0	0	0	0	0	
52,003	30,000	0	Food & Drink Innovation Hub	0	0	0	0	0	
49,425	35,000	0	Fife Industrial Innovation Investment	0	0	144	2,050		Acceleration agreed by Governments
29,050	15,000	0	Scottish Borders - Innovation Park	1,750	0	0	200	-1,550	Slippage as project is 5 months behind schedule
791,117	350,000		Total Research, development and innovation	36,636	25,108	30,652	47,340	10,704	
25,000	25,000		Integrated Regional Employability & Skills	3,250	249	340	995	-2,255	Some projects did not spend until Grant letter received
25,000	25,000	249	Total IRES	3, 250	249	340	995	-2,255	CC to find up to C120m to comment insures much to the
120,000	120.000	2 600	Sheriffhall Roundabout*	٥	0	0	0	0	SG to fund up to £120m to support improvements to the
120,000	120,000	2,600	Sheminali Roundabout	U	U	U	U		A720 City Bypass for the grade separation of Sheriffhall Roundabout via Transport Scotland
36,000	20.000	0	West Edinburgh Transport Appraisal	2,000	0	0	38		Consultants currently working on proposal for TAB
156,000	140,000	2.600	Total Transport	2,000	ō	ō	38	-1,962	constants canonity from proposal for 1712
	-		IMPACT/Dunard Concert Hall	-		4 004		·	The Council has been served with a petition for judicial
44,990	20,000	0		8,839	0	1,004	1,004	-8,839	review of the decision to grant planning permission
44,990	20,000	0	Total Culture	8,839	0	1,004	1,004	-8,839	3 1 31
263,000	15,000	6,952	Housing Company (Edinburgh Living) **	5,192	3,014	3,542	5, 192	0	Separate grant letter from SG
50,000	50,000	0	Housing Infrastructure Fund**	12,500	0	0	0	-12,500	Separate letters from SG for individual proposals. The
30,000	30,000	U			U	U	U	-12,500	allocation figure is based on the financial plan
313,000	65,000	6,952	Total Housing	17,692	3,014	3,542	5, 192	-12,500	
1,330,107	600,000	76,252	Total Programme	68,417	28,371	35,538	54,569	-14,852	Shortfall of utilising grant funding

Note: Figures in red represent a forecast underspend against the Grant allocation

<sup>\*</sup> Scottish Government funded. Transport Scotland taking forward scheme delivery. \*\* Funding issued by Scottish Government (Housing)

# Overall Status Last Period Amber Overall Status This Period Amber

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## **Page 3: Guidance Notes for Project Updates**

#### **Project Stages**

Stage no.	Definition
1. Define	Business case being developed, and not yet approved by Thematic Board and Joint Committee.
2. Implement	Business case has been approved by Thematic Board and Joint Committee, and is being implemented. In a capital project, this may be construction; for skills projects this may be establishing a course or system.
3. Deliver	Project is in place and monitoring and evaluation is in framework to assess if it is achieving its objectives.
4. Legacy	Project has resulted in mainstreaming or improvements to business as usual (impact) that is generated beyond the funded period

#### Red, Amber, Green

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#### **Inclusive Growth Score**

#### Partnership Working Score

	Definition
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# Page 4: Research, Development and Innovation Theme Data-Driven Innovation



Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
Bayes Centre	Deliver	Sep 18: Opening	N/A	G	O	2	2	
National Robotarium	Imple- ment	Jul 2019: Stage 2 Concept Designs signed off by Project Executive Board.	Feb 2020: Appointment of National Robotarium CEO	O	O	1	1	Stage 3 work (Developed Design) is underway Main contractor appointed Chief Executive Role - Interviews scheduled for early Feb.
Edinburgh Futures Institute	Imple- ment	Start on site	Sep 21: Complete construction	A	O	2	2	Slippage in 2019/20 spend due to complexity of enabling works package
Usher Institute	Define	Sep 19: Approve FBC	Jun 20: Appoint Main Contractor	G	G	1	2	
Easter Bush	Define	Aug 18: Deal agreement	Mar 20: FBC approved by Joint Committee (following TAB approval)	R	റ	1	1	Next Milestone slipped to June 2020 due to complexity of Transport proposition.
World Class Data Infrastructure	Imple- ment	Start on site	Jul 20: Complete construction	G	G	2	2	

# Page 5: Research, Development and Innovation Theme Projects in East Lothian, Fife and Scottish Borders



Project	Stage	LastMilestone	Next Milestone	Т	В	IG	P W	Comments
Edinburgh Innovation Park (QMU Food and Drink Hub)	Define	Appointment of external advisors to assist with project documentation  Smart Objectives developed to enable progression/po pulation of FBC	Progression of FBC for submission September 20 Completion of land transfers Procure Phase 1 Building design team Assemble project team Finalise utilities demand review Junction commencement (Aug 20)	Α	4	1	2	Change to FBC submission date from March to September to accommodate Significant progress/activities by internal and external resources to enable the completion/ of:  Project execution plan Project programme Project workstream Project governance plan Cost plan Procurement strategy Risk register Devise and finalise SMART objectives Workshops with QMU/ELC staff to enable provision of data for inputting into FBC.  QMU staff have been given actions to develop the objectives/activities document and populate quantitative data.
Fife Industrial Innovation Investment (Fi3P)	Implement	Planning approval for first site	Planning permission for Project 2 (over due Q2 19/20)	G	G	1	2	Mobilising resources into implementation phase. Discussions underway with University of Edinburgh to agree development opportunities based on the DDI programme impacts.  Likely underspend on a project has been identified and options for reinvestment have been agreed by the Fife Council programme board. This change is within the agreed programme tolerances, no escalation or further action required.
Central Borders Innovation Park	Implement	Construction award for Phase 1	Progressing with building design for Phase 2.	G	A	1	1	Site works for Phases 1 and 2 are scheduled for start of March.

# Page 6: Integrated Regional Employability and Skills Theme (1/2)

Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
IRES Programme	Imple- ment	Reflection Workshop conducted after Annual Conversation to establish key priorities for 2020	Recruit two PMO roles to ensure staffing levels are retained to drive forward the programme	A	G	2	2	<ul> <li>IRES Board met on 11 February 2020 with Steve Grimmond taking over the chair from Angela Leitch; agreed work should continue to flatten budget expenditure over the remaining 7 years of the programme; recruitment process started for Connector post based at CCP and starting shortly for Senior Programme Officer post.</li> <li>Participant feedback from Reflection Workshop rated event very good and very useful. Event write-up was considered by IRES board. Key actions agreed around:</li> <li>Joint working - the main challenges and opportunities from working together.</li> <li>Communications and marketing – what we can do better to inform people on IRES including 'road show activity'</li> <li>Re-profiling 2020-21 budget to a flat £3m in line with Scottish Government request.</li> </ul>
Integrated knowledge systems	Imple- ment	Grant Agreement and Project Implementation Plan agreed	Appoint new project lead and initiate implementation plan	A	G	2	2	<ul> <li>Conducted scoping workshop for Talent Bank element with ICONI to inform proposal.</li> <li>MIS engagement plan ongoing and Open Data Framework mapping initialised.</li> <li>Interviews took place for new project lead 25/02/20</li> </ul>
Labour market analysis and evaluation	Imple- ment	Grant Agreement and Project Implementation Plan agreed	Health and Social Care primary research findings	A	G	2	2	<ul> <li>Project Implementation Plan agreed and LMA&amp;E group met twice in 2019-20.</li> <li>New member of staff appointed 2.5 days per week to help progress development and Labour Market seminar.</li> </ul>
Integrated employer engagement	Imple- ment	Grant Agreement and Project Implementation Plan agreed	New staff team in place early Jan 2020	A	G	2	2	<ul> <li>Stakeholder engagement ongoing.</li> <li>Developing Community Benefit strategy and engaging with employer group through CITB and DYW groups.</li> <li>Recruitment ongoing for the project posts (inc Community Benefits Officer) and hope to have a full team in post in early 2020.</li> </ul>

# Page 7: Integrated Regional Employability and Skills Theme (2/2)

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Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
Intensive family support	Imple- ment	Project staff appointed and activities operational	Finalise legal agreements and initiate grants process to select delivery partners	A	Α	2	2	<ul> <li>Legal agreements are being developed to establish the Governance for initiating the project in each of the local authority areas</li> <li>Co-production meetings conducted with all LA's to capture local elements for project specification, ahead of initiating selection process</li> <li>Links have been made with Edinburgh, Strathclyde and Sydney Universities regarding the academic value of IFS in combatting child poverty</li> </ul>
Housing and Construction Infrastructure (HCI) Skills Gateway	Imple- ment	Project staff appointed and activities operational	Year 1 Summary evaluation	A	G	2	2	<ul> <li>Equality &amp; Diversity lead working jointly across DDI and HCI will be leaving post in January, but recruitment is ongoing for a replacement</li> <li>Wave 1 has commence and involves a range of short courses for job entry / upskilling (renewables, electric vehicle installation, environmental tech, building information modelling etc.)</li> <li>Schools outreach is going well, with presentations carried out in East Lothian, Midlothian and scheduled in West and Borders</li> </ul>
Data-Driven Innovation (DDI) Skills Gateway	Imple- ment	Project staff appointed and activities operational	Year 1 Summary Evaluation	A	G	2	2	<ul> <li>Board held its second meeting in February</li> <li>Equality &amp; Diversity lead working jointly across DDI and HCI will be leaving post in January, but recruitment is ongoing for a replacement</li> <li>Data Education in Schools project progressing developments on four fronts including, Curriculum mapping for Data Science, National Progression Award in Data Science, Professional Development and the establishment of Knowledge Sharing Schools.</li> </ul>
Workforce mobility (Concessionary travel)	Imple- ment	Grant Agreement and Project Implementation Plan agreed	Project Manager Appointment (Feb 2020)	A	G	2	2	<ul> <li>Project Manager job description finalised and progressing through job evaluation with Scottish Borders Council.</li> <li>SESTRAN involved and Project Lead to update TAB on recent progress.</li> <li>Project Implementation Plan agreed and two Project Delivery Group meetings have taken place with good representation from partners and positive discussions on the next steps required to get the project fully up and running.</li> </ul>

# **Page 8: Transport Theme**

Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
A720 (Sheriffhall)	Define	Draft orders for preferred option published on 5 <sup>th</sup> December 2019 for formal comment. The Statutory consultation period closed on 31 <sup>st</sup> January 2020.	Transport Scotland is currently considering the representations received.	G	G	1	1	Transport Scotland attended the Joint Committee meeting on 6th December and provided an update on Sheriffhall.  Transport Scotland published draft Orders and an Environmental Statement on behalf of Scottish Ministers on 5 December 2019. City Region Deal Executive Board submitted a response in January.  The Joint Committee members for the City of Edinburgh Council and Midlothian Council then met Transport Scotland officers to discuss the Joint Committee (and City of Edinburgh and Midlothian) responses in more detail and next steps.  Scottish Government has indicated that it would be prepared to review the Sheriffhall project to assess how it prioritises public and active transport and its compatibility with environmental and climate change commitments. Transport Scotland has been invited to the Joint Committee on 6th March to update in this regard.
West Edinburgh	Define	Appointment of Transportation and Engineering Consultants Jacobs to deliver the next stage of the project.	By end of Q1 2020, greater clarity about the timeframe and process for further refining the long-list of proposals will emerge.	G	G	1	2	£36m of funding identified (£20m from SG to support public transport infrastructure improvements) and £16m from City of Edinburgh Council plus contributions from the private sector and developers (TBC). In total, the WETA package amounts to £108m (incl. optimism bias) to take forward cycling, public transport and road measures.  In 2019 CEC developed a model to further prioritise the measures set out in the 2016 report with an emphasis on public transport and active travel prioritisation.  At its meeting on 6 December 2019, the Joint Committee approved the appointment of Jacobs to execute Stage 1 of the project delivery plan. In board terms, Stage 1 of the plan is to undertake further feasibility of proposals, develop outline designs, refine the current business case and update the West Edinburgh programme delivery plan accordingly (including financial profiles).

# **Page 9: Culture Theme**



Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
Dunard Centre	Define	Appointment of the Contractor, selected through the procurement process, to deliver the Pre Construction Services	Submission of planning application.	A	Α	2	2	Judicial Review set aside following successful mediation. Concert Hall to be redesigned and a new planning application to be submitted.

# **Page 10: Housing Theme**



Project	Stage	Last Milestone	Next Milestone	Т	В	IG	PW	Comments
Affordable housing	Deliver & Define	Collated regional SHIP including 19/20 figures.	Develop programme	A	A	1	2	Collective SHIPs identify a programme of 14,000 homes over the next 5 years Spend has increased from £60m to £130m 2019/20 maintaining record levels of delivery
Strategic sites	Implement & Define	Scope opportunities & identify resources to progress workstream	Ongoing business case development  Strategic Site Leads meeting	A	A	1	1	<ul> <li>Business cases for sites are at different stages of development.</li> <li>Inaugural Strategic Site Leads meeting in April to collaborate, shared learning and best practice.</li> </ul>
Innovation & skills	Define	Innovate UK response on 17 Jan	Find new ways to progress project	A	A	1	2	Bid submitted to the UK Government Industrial Strategy     Challenge Fund for ESESCR Home Demonstrator project was     unsuccessful     Partners seeking to still progress project.
Infrastructure, funding and land assembly	Define	Future board to consider item due to change of schedule	25 Feb Board considered infrastructure forum presentation	Α	A	1	1	Proposal to be developed for May outlining a collaborative approach with providers to understand capacity and constraints; share strategic plans and identify opportunities for strategic alignment and investment.
Housing company	Deliver	First homes completed in Clermiston.	Homes under construction across various sites.	G	G	1	2	500 homes under construction across the city.