REPORT SUMMARY SHEET

TITLE:

Regional Transport Plan Update

Purpose

To update the South East Wales Corporate Joint Committee (the CJC) on progress against the Regional Transport Plan (RTP).

Summary

Following the submission of an Implementation Plan for the Regional Transport Plan in October 2023, CCR have received approval and notification of funding from Welsh Government. The report outlines the conditions around the funding, agreed milestones and proposed next steps.

Recommendations

CJC notes the progress made against the Region Transport Plan

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South East Wales Corporate Joint Committee

Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

29 JANUARY 2024

SOUTH EAST WALES CORPORATE JOINT COMMITTEE: REGIONAL TRANSPORT PLAN UPDATE

REPORT OF THE CHIEF EXECUTIVE

AGENDA ITEM: 8

Reasons for Report

1. To update the South East Wales Corporate Joint Committee (the CJC) on progress against the Regional Transport Plan (RTP).

Background

2. The statutory guidance for Corporate Joint Committees (CJCs) published on 25 January 2022 defines new statutory powers that of economic wellbeing, strategic development planning and regional transport planning. South East Wales CJC has been working with constituent councils and Welsh Government (WG) to in preparation for adoption of these new powers.

3. Strategic development planning and regional transport planning are non-concurrent powers and the SEWCJC is required to develop a Strategic Development Plan (SDP) and Regional Transport Plan (RTP) following the publication of separate guidance specifically for these non-concurrent duties.

4. Detailed RTP Guidance was received from WG on 13 July 2023 and is attached at Appendix 1. In accordance with the Guidance, SEWCJC was required to produce and an Implementation Plan and submit this to Welsh Government by 31 October 2024.

5. This sets out how the RTP will be developed, including work packages that are needed, the governance arrangements, the timetable and milestones. Officers sought approval to submit a draft Implementation Plan and the proposed approach to resourcing from SEWCJC at the meeting on 9 October 2024.

6. Approval of the Implementation Plan could also release funding from WG for the current and next financial year to support production of the RTP.

RTP Implememtation Plan

7. The Draft RTP Implementation Plan (see Appendix 1) was submitted by Officers on 31 October 2023, following review and approval by the Cardiff Capital Region Transport Authority (CCRTA) Chair. The Implementation Plan includes:

- Work Packages
- Milestones
- Data & Evidence Required
- Engagement Plan
- Proposed Approach to Governance
- Resources and Funding Required

8. Six Work Packages are identified in the plan that must be executed to ensure adoption of the plan by June 2025. These are:

- Discovery

Review of the current LTPs as required, and alignment with other relevant policies. Consultation as required with wider stakeholders, including Economic Development teams and Planning Officers across LAs.

- Set-Up

Establish foundational elements upon approval of funding, including resources; governance; engagement; Review Group and work package leads.

- Data Review

Set out requirements for data, ensuring that all data can be supplied as required by TfW to the timescale outlined in this plan. Prepare monitoring & evaluation framework requirements.

- Development

Preparation of the Case for Change, leading to the development of RTP, RTDP and IWBA content per requirements, and setting the vision in alignment with regional growth ambition. Identifying projects, funding mechanisms and timescales for delivery.

- Consultation

Development of an engagement plan to support consultation both with key stakeholder groups and citizens across a range of RTP areas and activities, including LAs; WG; UKG; and statutory bodies.

- Governance

Management and oversight of RTP, RTDP and IWBA development, including risks; variations to plan; and, approvals.

9. The Implementation Plan identified that there would need to be a variation against the milestones to achieve adoption against those proposed in the RTP Guidance, as detailed in the table below:

WG Guidance Date	Action	Comments	CCR Proposed Date
31st October 2023	CJCs to submit Implementation Plan to WG	No change	31st October 2023
29th February 2024	CJCs to submit RTP Case for Change including SMART objectives to WG	The SMART objectives will come from the weighted criteria agreed and all existing national, regional and local plans will need to be considered to enable this to happen. This will take longer than the time allowed for within the guidance.	31st May 24
29th May 2024	CJCs to submit initial draft RTP, IWBA and RTDP to WG BEFORE public consultation	The timescale to enable this to happen is challenging in the context of scale for SE Wales, particularly around meaningful public consultation and stakeholder engagement. All activities have been considered and a new timescale is proposed.	30th Sept 24
31st October 2024	CJCs to submit final draft RTP, IWBA and RTDP to WG	As WG will be working alongside the SEWCJC at every stage in the process, propose that this is conducted iteratively and, if required, a back-stop date is agreed.	If required, back-stop date to be agreed.
29th March 2025	CJCs to submit final RTP, IWBA and RTDP to WG	No change	29th March 2025
30th June 2025	WG decision on approval of RTPs	No change	30th June 2025

10. In relation to Governance, proposals are currently being developed for the SEWCJC and it is proposed that the CCRTA transitions and is a sub-committee of the SEWCJC Board, working in tight alignment with a proposed sub-committee Strategic Development Planning.

11. The funding requirement identified for 2023-24 is £125,000 and the funding requirement identified for 2024-25 is estimated at £175,000. Upon approval of the Implementation Plan, further work will be undertaken to understand resource implications, and interrogate the proposed development timeline.

12. The resourcing plan identifies several requirements of TfW and surety is required that the requests can be met to the timescale required, as failure to do so will result in increased costs and, potentially, an inability to meet milestones. An early estimate to replace TfW requirements with commercial consultancy services indicates a negative cost impact in the region of £150,000.

13. Likewise, it was agreed by the Deputy Minister at a meeting held on 28th Sept 2023 that services from TfW would be made available at no cost.

Response from Welsh Government

14. A response was received from Welsh Government on 15 December 2023 in the form of a formal grant offer. WG offered revenue funding of £125k for 2023-24 and £100k for 2024-25.

15. We had requested £175k for 2024-25 (a shortfall of £75k) but will bring forward a proposal in the CCR budget for 2024-25 that mitigates the gap at no further cost to LAs WG colleagues remained open to ongoing discussion in 2024-25 on potential for further funding.

16. There were points of clarification sought in a meeting with WG colleagues on 21 December 2023. Primarily, the grant offer currently indicates that funding must be used in the relevant financial year, commencing on 1 January 2024. We confirmed in our meeting that we have already incurred considerable costs and therefore agreed we will be able to include all costs accrued to date in this financial year.

17. Officers also raised the proposed timeline and divergence from the preferred milestones in the WG guidance. WG confirmed that the timelines are for guidance purposes and agreed that our alternative milestones are acceptable, and we will work collaboratively with a focus on adoption by June 2025.

18. It was also emphasised that the timeframe and budget requirements are dependent on the availability of data and services from TfW and this would be confirmed through further meetings with TfW in January 2024.

19. Based on the above, WG have issued a revised grant offer on 10 January 2024 (see Appendix 2), which is being reviewed by Officers, before approval and signing by the SEWCJC Chief Executive.

Financial Implications

20. Work is ongoing to assess the extent of Regional Transport Plan eligible costs incurred in 2023/24 that can be used as part of the claim to drawdown the £125,000 grant funding outlined above. This resource switching exercise will free up resources in the current year which are intended to be set aside for use in 2024/25 to meet expenditure profiled to be incurred in that year. The accounting conventions referred to above are subject to the necessary year end approvals and the identification of eligible costs which meet the terms & conditions of grant funding.

21. An initial assessment suggests that the above approach is possible and, on that basis, the proposed 2024/25 CJC Functions budget includes £225,000 of resources to support the expenditure profiled to be incurred in that year. In addition, the 2023/24 Month 09 CJC's budget monitoring position is projecting an

underspend of £74,879 and subject to the final out-turn position and specific approvals, it is proposed that a Regional Transport Plan earmarked reserve is set-up for use in 2024/25 and beyond.

Legal Implications

22. The requirement under section 108 of the Transport Act 2000 for local authorities to produce a Local Transport Plan was transferred to CJCs on 30 June 2022 by the Local Government and Elections (Wales) Act 2021. The Corporate Joint Committees (Transport Functions) (Wales) Regulations 2021 set out how CJCs should prepare Regional Transport Plans.

23. Although the duty to produce a Regional Transport Plan sits with the CJC, the duty to deliver the RTP sits with the local authorities in the CJC area.

24. A CJC must develop policies for local authorities to implement the Wales Transport Strategy (WTS). These policies must include transport facilities and services that are: required to meet the needs of people living or working in the region, visiting or travelling through the region; required for the transportation of freight; and facilities and services for pedestrians.

25. RTPs must consider the transport needs of disabled persons (within the meaning of the Equality Act 2010) and of persons who are elderly or have mobility problems, and more widely consider overcoming barriers.

26. In doing so, CJCs must comply with their other statutory duties, including:
    - Wales Act 2017
    - Conservation of Habitats and Species Regulations 2017
    - Environment (Wales) Act 2016
    - Well-being of Future Generations (Wales) Act 2015
    - Active Travel (Wales) Act 2013
    - Welsh Language (Wales) Measure 2011 and Welsh Language Standards
    - Equality Act 2010
    - Rights of Children and Young Persons (Wales) Measure 2011
    - Air Quality (Wales) Regulations 2020 (as amended)
    - Environmental Assessment of Plans and Programmes (Wales) Regulations 2004

27. CJCs must submit their RTPs to Welsh Government for approval by the Welsh Ministers. The Welsh Ministers may only approve the RTP if they consider that:
    - The RTP is consistent with the WTS;
    - The policies contained in the RTP are adequate for the implementation of the WTS within the region; and
    - The RTP has taken account of statutory guidance.

28. Welsh Government has made an award of funding to the SEWCJC to develop its Regional Transport Plan. The award of funding is made subject to conditions,

including as to the use of the funding, monitoring and audit requirements, which must be complied with.

Well-being of Future Generations (Wales) Act 2015

29. In considering this matter regard should be had, amongst other matters, to:

a) the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards;

b) public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties authorities must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are: a. age; b. gender reassignment; c. sex; d. race – including ethnic or national origin, colour or nationality; e. disability; f. pregnancy and maternity; g. marriage and civil partnership; h. sexual orientation; I. religion or belief – including lack of religion or belief, and;

c) the Well-being of Future Generations (Wales) Act 2015. The Well-being of Future Generations (Wales) Act 2015 ('the Act') is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the CJC) must set and publish wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, the CJC should consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

Put simply, this means that CJC must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, they must:

- look to the long term;
- focus on prevention by understanding the root causes of problems;
- deliver an integrated approach to achieving the 7 national well-being goals;
- work in collaboration with others to find shared sustainable solutions;
- involve people from all sections of the community in the decisions which affect them.

30. The CJC must be satisfied that the proposed decision accords with the principles above. To assist the CJC to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 3.

RECOMMENDATIONS

31. It is recommended that the South East Wales Corporate Joint Committee:

    (1) notes the progress made against the Region Transport Plan

Kellie Beirne
Interim Chief Executive
South East Wales Corporate Joint Committee
29 January 2024

Appendices
Appendix 1: RTP Implementation Plan
Appendix 2: Welsh Government Grant Offer, 10 January 2024
Appendix 3: Well-being of Future Generations Assessment

Prifddinas Ranbarth Caerdydd | Cardiff Capital Region

Regional Transport Plan: Draft Implementation Plan

Clare Cameron
Transport & Energy Manager

30 October 2023

Contents

1. Introduction 3
1.1 Executive Summary 3
1.2 Policy Context 4
1.3 Cardiff Capital Region (CCR) Context 6
2. Implementation Plan 9
2.1 Requirements of the RTP 9
2.2 Work Packages 10
2.3 Engagement Plan 12
2.4 Milestones 13
2.5 Monitoring & Evaluation 14
3. Governance 15
3.1 Overview 15
3.2 Cardiff Capital Region Transport Authority (CCRTA) 15
3.3 Future Governance Arrangements 16
3.4 Welsh Government Approval Process 17
4. Resources 18
4.1 Overview 18
4.2 Resource Plan 18
4.3 Cost Summary & Funding Request 24
Appendices 25
Appendix i: RTP Guidance 25
Appendix ii: Policy Alignment 25

1. Introduction

1.1 Executive Summary

This document puts forward a proposed Implementation Plan for the delivery of a Regional Transport Plan for South East Wales. The draft Implementation Plan details the current policy and regional context; high-level implementation plan; proposed governance arrangements; resources needed to develop the plan; and, support requested from WG. The submission of the draft Implementation Plan and request for resources was approved at a meeting of the South East Wales Corporate Joint Committee (SEWCJC) on 9 October 2023.

The funding requirement identified for 2023-24 is £125,000 and the funding requirement identified for 2024-25 is estimated at £175,000. Upon approval of the Implementation Plan, further work will be undertaken to understand resource implications, and interrogate the proposed development timeline.

The SEWCJC comprises the 10 local authority (LA) areas covering South East Wales - Blaenau Gwent; Bridgend; Caerphilly; Cardiff; Merthyr Tydfil; Monmouthshire; Newport; Rhondda Cynon Taf; Torfaen; and Vale of Glamorgan. The Brecon Beacons National Park Authority is also a member in relation to Strategic Development Planning.

Established in March 2021, the SEWCJC was set up to exercise statutory powers related to strategic development planning, regional transport planning, and to promote economic well-being. Its intention is to bring all three areas together to enable a coherent approach to future development, aligning with national, regional and local priorities, policies and objectives, for the benefit of people in Wales, and specifically for the SEWCJC, the Cardiff Capital Region (CCR).

The new regulations dictate that Regional Transport Plans (RTPs) shall be prepared by new Corporate Joint Committees (CJCs), or a Sub-Committee of the CJC, and delivered by local authorities, to ensure that planning and transport interventions are tailored to the needs of all communities across different parts of Wales. The Wales Transport Strategy (WTS) states that RTPs should be shaped by the WTS and aligned with other relevant Welsh Government (WG) strategies, plans and policies, including Future Wales – the National Plan 2040, and the emerging Strategic Development Plans (SDPs).

The Corporate Joint Committees (Transport Functions) (Wales) Regulations 20216 sets out how CJCs must now prepare RTPs, explaining the relevant functions and provisions. The CJCs must develop policies for the implementation of the WTS in their area and in doing so, must develop policies for the promotion of safe, integrated, efficient and economic transport facilities and service within their area, that

- meet the needs of persons living or working in the area, or visiting or travelling through that area;
- are required for the transportation of freight; and
- including facilities and services for pedestrians.

In developing policies, CJCs must have regard to any guidance issued by the WG concerning:

- the content of RTPs;
- the preparation of RTPs;
- the alteration and replacement of RTPs; and
- the publication and making available of RTPs as originally made and as altered or replaced.

The duty lies with CJCs to develop the RTP itself, and with LAs to deliver the RTPs. Despite this, it is expected that the LAs in each CJC will collaborate on a single collective delivery plan, a Regional Transport Delivery Plan (RTDP).

The WG Regional Transport Planning Guidance sets out some key milestones during the process. These milestones are to be used as a guide only, and it is up to the CJC to decide and inform the WG on their proposed timeline via this Implementation Plan, notwithstanding approval from WG by June 2025.

1.2 Policy Context

The Corporate Joint Committees (Transport Functions) (Wales) Regulations 2021 modify the RTP provisions in the Transport Act 2000 for CJCs. As regards approval of the CJC's RTP, s109A Transport Act 2000 provides that:

- The CJC must submit its RTP to the Welsh Ministers for their approval.
- If they approve it, the RTP takes effect from the date of approval.
- If they refuse to approve it, they must give the CJC a statement of their reasons for refusal, and the CJC must prepare another RTP and submit it to the Welsh Ministers for their approval.
- "The Welsh Ministers may approve a RTP if (but only if) they consider—

(a) that the plan is consistent with the WTS, and

(b) that the policies contained in the plan are adequate for implementation in the CJC's area of the Strategy."

Section 112 outlines that CJCs must have regard to guidance issued by the Welsh Ministers concerning the content and preparation of RTPs. The SEWCJC must develop policies for LAs to implement the WTS. These policies must include transport facilities and services that are:

- required to meet the needs of people living or working in the region, visitingor travelling through the region;
- required for the transportation of freight; and
- facilities and services for pedestrians.

National Context

Llwybr Newydd – the WTS sets out WG's vision to provide an accessible, sustainable and efficient transport system that is fit for future generations and places people and tackling climate change at the heart of decision making.

The vision is supported by four long-term ambitions with supporting objectives.These are to deliver a transport system that is good for:

- people and communities (equality, health, and safety and confidence)
- the environment (transport emissions, biodiversity and waste)
- places and the economy (place making and innovation)
- culture and the Welsh Language

The four ambitions are supported by three short-term priorities:

1. bring services to people in order to reduce the need to travel;
2. allow people and goods to move easily from door to door by accessible, sustainable and efficient transport services and infrastructure; and
3. encourage people to make the change to more sustainable forms oftransport.

The delivery mechanisms to realise these ambitions are the RTPs and the NTDP.

The NTDP is prepared by WG and sets out WG's programmes, projects and policies to deliver the WTS vision, ambitions and priorities across Wales over a five-year period. The WTS includes nine mini-plans that set out actions for specific transport modes.To encourage integrated transport planning across modes there are four cross-cutting pathways to track actions on rural delivery, decarbonisation, equality and integrated journey planning.

WG Guidance

Detailed RTP Guidance was received from WG on 13 July 2023 and is attached at **Appendix i**. The purpose of the Guidance is to set out the approach WG expects the CJCs to take in preparing RTPs. This includes:

- the practical process to be followed in developing the RTPs;
- how WG aims to support RTP production; and
- the process to be followed to obtain approval from the Welsh Ministers.

CJCs have a legal duty to take account of this guidance in the preparation of RTPs.

The Guidance includes a number of Key Points that must be taken into account when preparing the RTP, including a firm focus on modal shift; draw on existing analysis (including the work of Transport for Wales (TfW)); and follow the five ways of working as set out in set out in the Well-being of Future Generations (WBFG) (Wales) Act 2015.

The Guidance also dictates that the RTP must be produced collaboratively across the CJC and not be written solely by consultants. There is an expectation that innovative approaches will be adopted in the production and implementation of the RTP.

In preparing RTPs, CJCs must comply with their other statutory duties, including:

- Wales Act 2017
- Conservation of Habitats and Species Regulations 2017 (Habitats Regulations)
- Environment (Wales) Act 2016
- Well-being of Future Generations (Wales) Act 2015
- Active Travel (Wales) Act 2013
- Welsh Language (Wales) Measure 2011 and Welsh Language Standards
- Equality Act 2010
- Rights of Children and Young Persons (Wales) Measure 2011
- Air Quality (Wales) Regulations (2000), as amended by the Air Quality (Wales) (Amendment) Regulations 2002) and Air Quality (Wales) Regulations (2010)
- Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (SEA Regulations)

The objectives in the RTP will need to be included in any weighted criteria developed, specifically for CCR, and measured against in the Integrated Well-being Appraisal (IWBA). The existing Local Transport Plans (LTPs) remain live until the new RTP is approved. There is no longer a duty for local authorities in Wales to produce LTPs.

Policies and plans that the RTP must align with are listed in **Appendix ii**.

Strategic Development Plan (SDP)

Transport is a key element in placemaking, so it is important that RTPs and SDPs for each CJC are closely aligned. However, the first iteration of the SDP is not due to be developed within the timescale of the first RTP and therefore it is likely that the first iteration of RTP will not be able to fully take into account strategic development planning.

The first WTS priority is 'to bring services to people to reduce the need to travel'. This involves planning ahead for better physical and digital connectivity, more local services, more home and remote working and more active travel to reduce the need for people to use their cars on a daily basis. There will be a need for all departments to work together to ensure that this happens and that there is no conflict between regionalisation of services that could hinder the objectives of regional transport planning.

Both Planning Policy Wales and Future Wales include guidance on taking transport issues into account in land use planning, having regard to WelTAG and the sustainable transport hierarchy.

1.3 Cardiff Capital Region (CCR) Context

The CCR comprises the 10 LA areas covering South East Wales and has a population of 1.5 million which equates to almost half the total population of Wales. It is a diverse region comprising the two cities of Cardiff and Newport, a range of market towns, the industrial heartland of the South Wales Valleys, rural communities and a coastal belt. The SEWCJC includes all 10 LAs, and the Brecon Beacons National Park Authority is included for Strategic Development Planning only. For Regional Transport Planning, the CJC includes the 10 LAs.

CCR aims to be:

Connected
A connector of people, their ambitions and the opportunities to fulfil their true potential. Nurturing the best conditions for business success and community cohesion, through targeted investment in world class digital communications. Creating cutting edge integrated transport infrastructure, connecting affordable and accessible spaces to live, work and play.

Competitive
A catalyst for continuity investment, bringing key industry clusters to life. A trusted partner enabling companies to innovate and realise their full potential. A shaper of economically significant hubs, producing multiplier effects that fuel local and regional supply chains as well as the broader foundational economy.

Resilient
A focus for creating the conditions where our businesses and our people are best equipped to embrace the future. A keystone presence helping the region adapt, improvise and overcome periods of economic turbulence or social unrest.
The Cardiff Capital Region Transport Authority (CCRTA) was established in 2018 as a formal sub-Committee of the CCR's Regional Cabinet. Subject to funding, its purpose is to facilitate the City Deal by:

- developing and coordinating proposals for an integrated regional transport strategy that supports the strategic economic and spatial aspirations of the City Deal and CCR;
- working in partnership with WG and TfW to define and develop the priorities of the South East Wales Metro concept and support its delivery, including the development of a single integrated ticketing platform for public transport across the region; and
- considering a range of proposals in respect of the CCR.

As the CCR City Deal transitions to the SEWCJC, new governance arrangements are being considered for approval, as detailed in section 3 of this document.

<u>Current state</u>

Section 108 of the Transport Act 2000 required that each local transport authority whose area is in Wales must prepare a document to be known as the Local Transport Plan (LTP). This plan must contain their policies for the promotion and encouragement of safe, integrated, efficient and economic transport to, from and within their area, and their policies for the implementation in their area of the WTS The Regional Transport Planning (Wales) Order 2014 allowed local authorities to produce joint LTPs. There are currently nine LTPs in Wales covering the following local authority areas:

1. North Wales (Anglesey, Conwy, Denbighshire, Gwynedd (Arfon and Dwyfor), Flintshire, Wrexham) 2. Mid Wales (Ceredigion, Gwynedd (Meirionnydd), Powys)
3. South West Wales (Carmarthenshire, Neath Port Talbot, Pembrokeshire, Swansea)
4. South East Wales Valleys (Blaenau Gwent, Caerphilly, Merthyr Tydfil, Rhondda Cynon Taf, Torfaen) 5. Bridgend
6. Cardiff
7. Monmouthshire
8. Newport
9. Vale of Glamorgan

The LTPs were approved by the Welsh Assembly on 20 May 2015. Section 109 of the Transport Act 2000 required each local transport authority to replace the plan not later than five years after the date on which it was made. Section 109B(5) of the Transport (Wales) Act 2006 required local transport authorities to submit their replacement plan to the Welsh Ministers for approval before the end of the five year period following the approval of the plan. This means the LTPs were due to be replaced by 20 May 2020.

The date was extended by two years until May 2022 to allow the Plans to take account of the WTS, the duty placed on local authorities in the Transport Act 2000, to prepare LTPs, has now transferred to Corporate Joint Committees in accordance with the Local Government and Elections (Wales) Act 2021. The Act established four CJCs in Wales: North, Mid, South West and South East Wales.

The transfer of the transport planning function took place on 28th February 2022 for the South East Wales region and 30th June 2022 for the South West, Mid and North Wales regions. The duty to implement the policies will remain with LAs, however, the guidance provided by WG in July 2023, places a duty on RTPs to include RTDPs setting out how LAs will deliver the policies set out in the RTPs.

2. Implementation Plan

This section sets out how the RTP will be developed including what work packages are needed, the governance arrangements, the timetable, and milestones. It also includes a high-level engagement plan for the development of the RTP.

2.1 Requirements of the RTP

In preparing the RTPs, they must consist of two elements:

- The RTP itself, incorporating the RTDP
- An IWBA for the RTP.

The RTP and IWBA must both be easy to read and concise and must be available in Welsh and English.

The RTPs must include the following information:

- Context and background to the plan, including the link to relevant national and regional strategic plans and policies.
- An evidenced-based overview of the current transport situation and likely changes over the plan period – closely tied to land use planning. This should include opportunities and barriers to addressing the priorities in the WTS and fit with the NTDP. To support this, information is produced by WG and available via the WBFG Future Trends Report,
- A vision for the transport network by the end of the plan period with a series of clear SMART objectives linked to this. These should be linked back to the WTS.
- An overview of the proposed policies and high-level interventions and how they will achieve the vision, including a brief summary of how those options were chosen (including any consultation and appraisal).
- A RTDP, listing the specific projects that will help to achieve the vision – ranked in order of priority (in terms of greatest impact in meeting WTS priorities) This can be in the form of a detailed table. An example can be found in Annex 4 of this document.
- Information about how projects will be delivered, and plans for monitoring and evaluation. These must align with the WTS monitoring framework.

<u>Supporting information</u>

The supporting information for the CCR RTP should include (but not be limited to):

- the key background data and research used to inform the issues and opportunities (this might include data from previous studies, modelling information, or land use planning information);
- an IWBA showing how well-being has been considered in developing the RTP including the five ways of working and the four WTS well-being ambitions;
- more detailed statutory impact assessments, technical studies, consultation and engagement summaries, or other information that have been used to inform the development of the RTP or IWBA;
- a monitoring framework and set of baseline data.

<u>Scope</u>

For each high-level intervention identified in the RTP, the RTDP should set out the schemes proposed to deliver them. These should only include proposals for schemes that are within a local authority's remit and should not, for example, include schemes relating to the rail or trunk road network.

Where a local authority considers an intervention or scheme to have a sub-regional or regional impact, this should be identified in the RTP.

Scoping and Implementation Plan Background

An initial discussion with WG officers took place on 10th October 2023 to agree the way forward in respect of the Implementation Plan. This discussion included the milestones, the scoping exercise identifying the work packages needed to develop the RTP and supporting information including the IWBA.

2.2 Work Packages

A number of work packages are proposed to develop the RTP.

1. **Discovery**
   Review of the current LTPs as required, and alignment with other relevant policies. Consultation as required with wider stakeholders, including Economic Development teams and Planning Officers across LAs.

2. **Set-Up**
   Establish foundational elements upon approval of funding, including resources; governance; engagement; Review Group and work package leads.

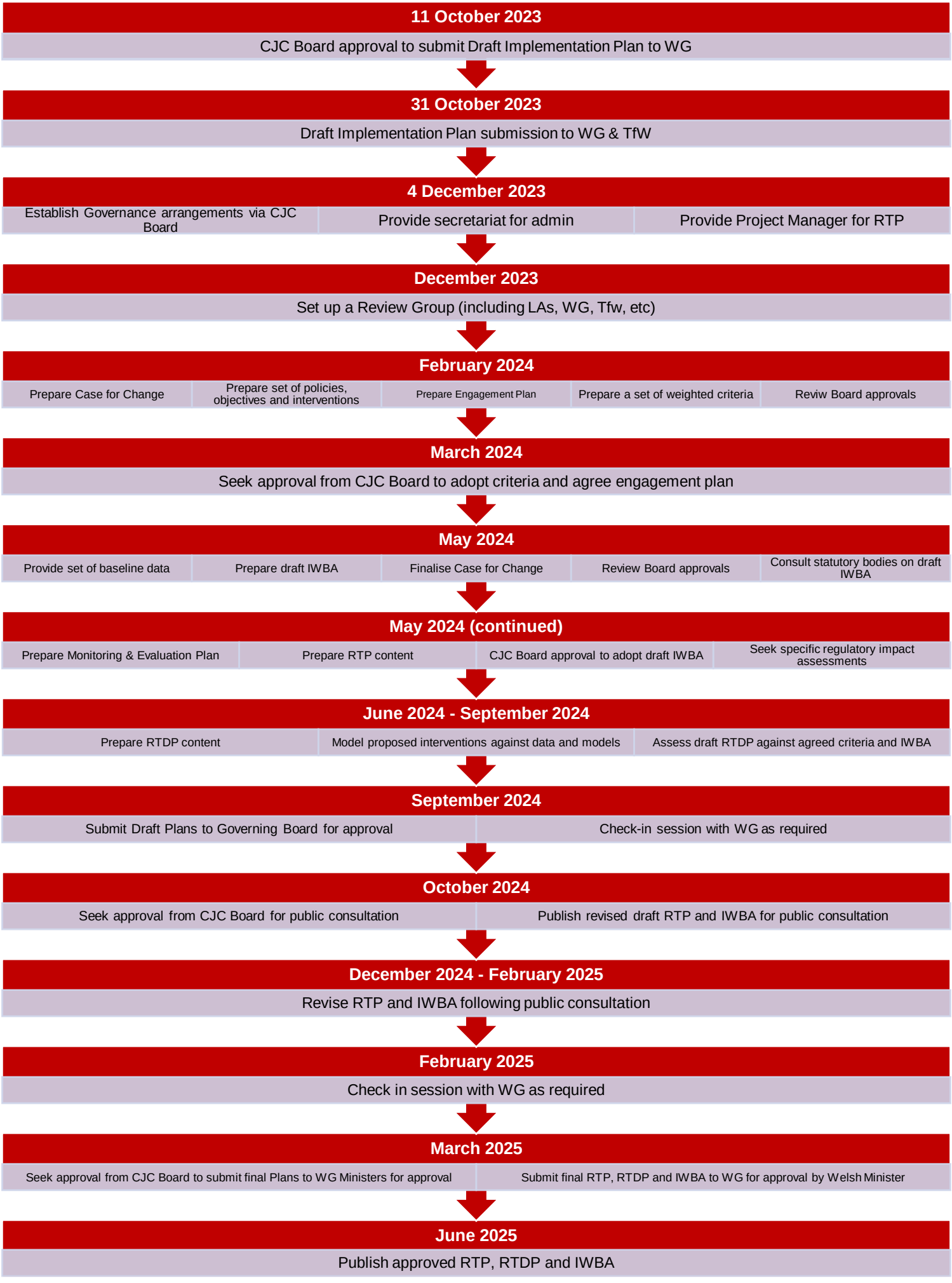
3. **Data Review**
   Set out requirements for data, ensuring that all data can be supplied as required by TfW to the timescale outlined in this plan. Prepare monitoring & evaluation framework requirements.

4. **Development**
   Preparation of the Case for Change, leading to the development of RTP, RTDP and IWBA content per requirements, and setting the vision in alignment with regional growth ambition. Identifying projects, funding mechanisms and timescales for delivery.

5. **Consultation**
   Development of an engagement plan to support consultation both with key stakeholder groups and citizens across a range of RTP areas and activities, including LAs; WG; UKG; and statutory bodies.

6. **Governance**
   Management and oversight of RTP, RTDP and IWBA development, including risks; variations to plan; and, approvals.

Work packages are not necessarily sequential and may be required to run in parallel in order to achieve the proposed milestones. A proposed series of development stages is detailed in the table overleaf.


11 October 2023
CJC Board approval to submit Draft Implementation Plan to WG
31 October 2023
Draft Implementation Plan submission to WG & TfW
4 December 2023
Establish Governance arrangements via CJC Board
Provide secretariat for admin
Provide Project Manager for RTP
December 2023
Set up a Review Group (including LAs, WG, Tfw, etc)
February 2024
Prepare Case for Change
Prepare set of policies, objectives and interventions
Prepare Engagement Plan
Prepare a set of weighted criteria
Reviw Board approvals
March 2024
Seek approval from CJC Board to adopt criteria and agree engagement plan
May 2024
Provide set of baseline data
Prepare draft IWBA
Finalise Case for Change
Review Board approvals
Consult statutory bodies on draft IWBA
May 2024 (continued)
Prepare Monitoring & Evaluation Plan
Prepare RTP content
CJC Board approval to adopt draft IWBA
Seek specific regulatory impact assessments
June 2024 - September 2024
Prepare RTDP content
Model proposed interventions against data and models
Assess draft RTDP against agreed criteria and IWBA
September 2024
Submit Draft Plans to Governing Board for approval
Check-in session with WG as required
October 2024
Seek approval from CJC Board for public consultation
Publish revised draft RTP and IWBA for public consultation
December 2024 - February 2025
Revise RTP and IWBA following public consultation
February 2025
Check in session with WG as required
March 2025
Seek approval from CJC Board to submit final Plans to WG Ministers for approval
Submit final RTP, RTDP and IWBA to WG for approval by Welsh Minister
June 2025
Publish approved RTP, RTDP and IWBA

2.3 Engagement Plan

SEWCJC is required to produce an Engagement Plan to ensure that the RTP is developed in a collaborative manner across LAs, key stakeholders and, critically, citizens.

The aim of the engagement and consultation plan is to:

- encourage participation from citizens, groups and organisations who utilise CCR's transport infrastructure;
- ensure that the RTP is both developed and delivered in a collaborative manner with public and private sector stakeholders;
- educate audiences and influence behaviour regarding modal shift; and
- encourage views and opinions from a diverse range of voices and ensure broad representation.

The Engagement Plan will be finalised as part of the 'Set-Up' work package. Public engagement will involve initial research and identification of audience, based on previous experience of plan development across CCR and LAs. Given the timeline and scale of ambition, a number of novel and innovative consultation approaches will be considered, beyond established mechanisms such as working groups and face-to-face consultation.

Other key partners will be embedded in the engagement and consultation process at an early stage, such as TfW; WG; UKG; private sector transport groups and operators; and, third sector organisations.

It is proposed that engagement will take place over a number of stages throughout the development of the RTP, with information becoming more detailed and complex as the plan progresses. These include (but are not limited to):

- stakeholder and audience identification;
- build stakeholder and audience understanding;
- targeted engagement;
- emerging plans and iterations; and
- detailed proposals.

Legislative requirements for consultation are being considered and will be built in to each of the stages.

Critically, the engagement plan will consider alignment with the other statutory powers of the SEWCJC – economic wellbeing and strategic spatial planning. While there will be sequencing challenges in aligning emerging approaches across the three areas, there will be close engagement with colleagues in Economic Development and across relevant specialists – for example, Local Planning Authorities.

During the development of the RTP, RTDP and IWBA, details will be provided of who has been consulted with feedback collated, validated and a rationale as to how it has been considered. Allied to this, a formal Consultation Report will be delivered as part of the WelTAG and IWBA process.

2.4 Milestones

A series of key milestones were proposed in the WG Guidance. Based on the scale of activity required and CCR's ambition to develop the RTP in a meaningful and collaborative way across the ten LAs of South East Wales, the table below summarises and proposes amendments to milestones, while still achieving adoption by June 2025.

WG Guidance Date	Action	Comments	CCR Proposed Date
31st October 2023	CJCs to submit Implementation Plan to WG	No change	31st October 2023
29th February 2024	CJCs to submit RTP Case for Change including SMART objectives to WG	The SMART objectives will come from the weighted criteria agreed and all existing national, regional and local plans will need to be considered to enable this to happen. This will take longer than the time allowed for within the guidance.	31st May 24
29th May 2024	CJCs to submit initial draft RTP, IWBA and RTDP to WG BEFORE public consultation	The timescale to enable this to happen is challenging in the context of scale for SE Wales, particularly around meaningful public consultation and stakeholder engagement. All activities have been considered and a new timescale is proposed.	30th Sept 24
31st October 2024	CJCs to submit final draft RTP, IWBA and RTDP to WG	As WG will be working alongside the SEWCJC at every stage in the process, propose that this is conducted iteratively and, if required, a back-stop date is agreed.	If required, back-stop date to be agreed.
29th March 2025	CJCs to submit final RTP, IWBA and RTDP to WG	No change	29th March 2025
30th June 2025	WG decision on approval of RTPs	No change	30th June 2025

2.5 Monitoring & Evaluation

A Monitoring and Evaluation Plan for the RTP is required, demonstrating, per the WG Guidance, how regional progress in achieving the national priorities and ambitions in the WTS will be monitored, measured and evaluated.

During the transition to full operation of the SEWCJC in April 2024, this will be developed in consultation with subject matter experts across a number of areas and in alignment with the other statutory powers of economic wellbeing and strategic spatial planning. Key to this will be integration of decarbonisation and modal shift measures across CJC strategies, plans and activities.

As part of the CCR City Deal, CCR has adopted a Local Evaluation Framework, and this, aligned to existing transport monitoring & evaluation activity, will act as a foundational base. Likewise, there will be alignment to the WTS Monitoring Framework, which considers the seven goals set out in the WBFG Act (2015).

This will lead to an approach that embraces a wide range of measures, rather than standard indicators adopted for infrastructure interventions. Broadly, the plan will consider:

- a high-level summary of expected outputs, outcomes and impacts indicators at a plan and intervention level;
- relevant definitions and the type of evidence intended to be used to measure progress against these indicators; and
- timescales against which outputs, outcomes and impacts might be realised and captured.

Evidence sources will be assessed in the development of the plan to capture and monitor indicators, including routinely collected qualitative and quantitative data and newly commissioned assessments.

This will include:

- information captured directly by TfW and the LAs;
- evidence secured from validated third party sources;
- contracting out to an external party to assess, through consultations with appropriate regional stakeholders, the wider regional, economic, societal and environmental impacts, capturing further regeneration.

The SEWCJC will publish annual performance reports against RTPs for WG on an annual basis, allied to a comprehensive evaluation three years post-adoption of the RTP.

3. Governance

3.1 Overview

The RTP will be developed during a period of governance transition for SEWCJC. In the period until 31 March 2024, the RTP and all associated elements will have oversight from the existing CCRTA, with approvals as required under the existing governance arrangements. Upon full operational transition to the SEWCJC, a new structure will be established, as detailed in section 3.3.

The current approach is to agree interim governance arrangements for the SEWCJC, aligned to an interim Constitution for the organisation. This will give the CJC everything it needs to operate until end March 2024, including oversight of the RTP and SDP. The full Governance arrangements and constitution will be in place by the end of March 2024, in order to allow the lift and shift of CCRCD.

3.2 Cardiff Capital Region Transport Authority (CCRTA)

The CCRTA was first established in 2018 as a sub-committee of Regional Cabinet, and is a mature and effective group of leadership representing specialists from the ten LAs of South East Wales. It has considered a range of proposals for CCR, including:

- enhancing transport connectivity in support of economic development and land use planning including the promotion of integrated aviation routes;
- ensuring that safety, sustainability, social inclusion, health and the environment are considered in transport policies and programmes, per the requirements of the WBFG Act;
- pursue high quality standards for transport utilising best practice and innovation; and to identify and monitor outputs and outcomes;
- being a regional point of co-ordination for complementary WG/ CCR programmes, such as ULEV;
- moving towards an integrated and effective Regional Bus Network;
- developing its first strategic publication setting out the Regional Rail Priorities for CCR – in anticipation of the Western Gateway Sub-National Transport Plan work, 'Levelling-up' Prospectus and wider opportunities arising from the Burns Commission report findings, Connecting the Union and post-COVID-recovery response. The first part of this work is set out in the document 'Strategic Rail Vision & Priorities for Cardiff Capital Region;
- initial work to scope, at a policy test case-level, research and insight into fiscal levers, such as business rate pooling for Tax Increment Financing which could represent key future tools and incentives in regional transport funding and investment; and,
- scope and assess future functions and required levers in response to the development of a CJC, which will embody a Transport Sub-committee responsible for Strategic Transport Planning and the creation of an RTP.

In this context, it is well-placed to oversee the development of the RTP in the transition period.

The functions delegated to the RTA sub-committee include:

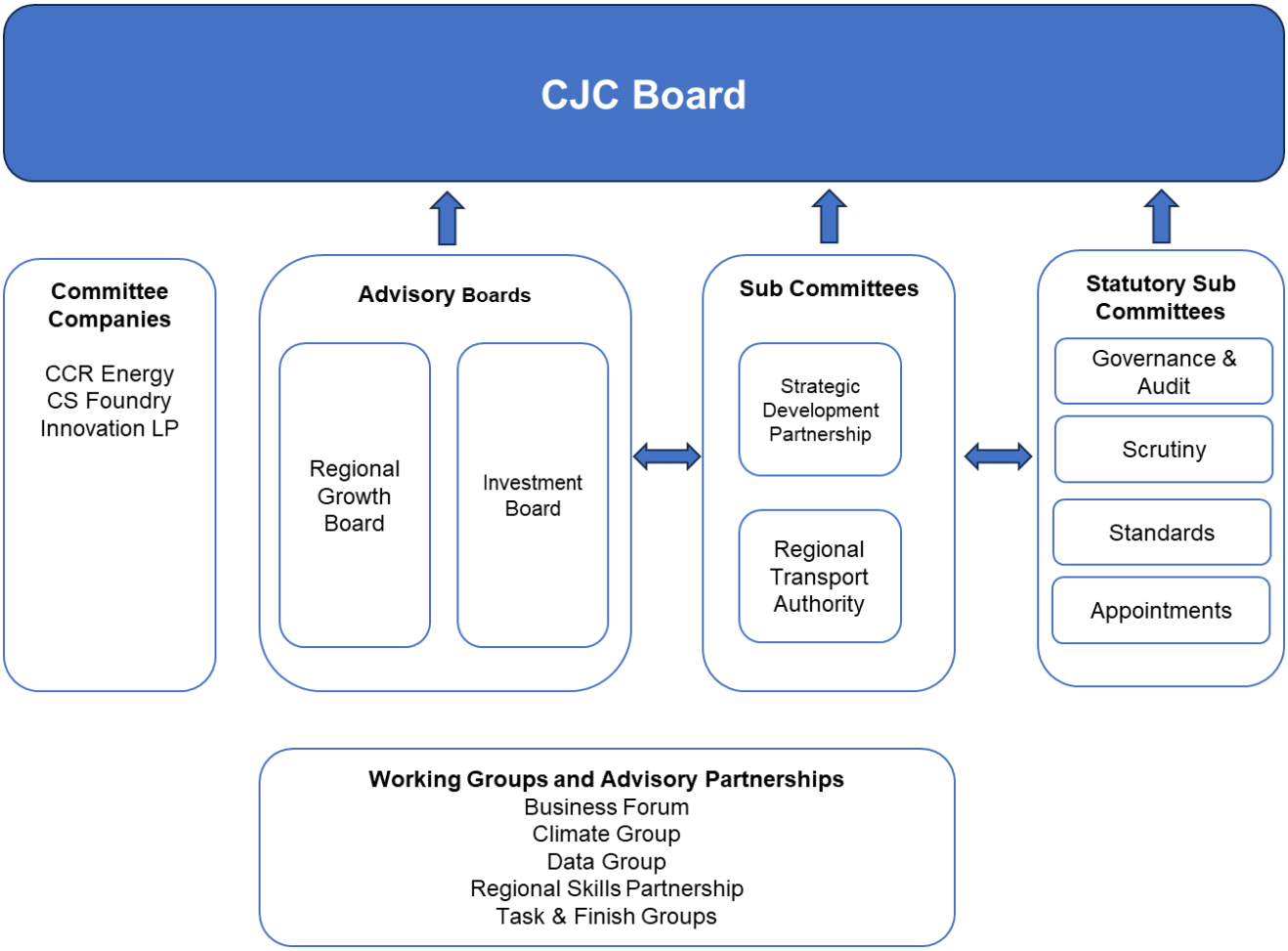
- preparing regional strategies, including the RTP, comprising transportation policies, proposals and programmes, in support of the aim and objectives set out above for submission to the Regional Cabinet for approval;
- working with WG, TfW, user groups, industry and other stakeholders to coordinate transport planning and operations across the region on behalf of the Regional Cabinet;
- developing transport Candidate Schemes for assessment under the Appraisal Framework;
- providing advice and observations related to Candidate Schemes, with transport implications, submitted to the Regional Cabinet by other bodies.

The RTA can establish sub-groups or Task & Finish Groups for any matters that they consider would be better dealt with in this manner but are not entitled to delegate any of its decision making functions to any such sub-group or task and finish group. A sub-group for the development of the RTP will be formed to that end.

3.3 Future Governance Arrangements

Governance proposals are currently being developed for the SEWCJC and are indicated in the illustration below. Critical to this is the connectivity across the three statutory powers of economic wellbeing, strategic spatial planning and regional transport. **Please note these arrangements are draft and, as such, require further consultation and approval.**

As noted, it is proposed that the CCRTA transitions and is a sub-committee of the SEWCJC Board, working in tight alignment with a proposed Strategic Development Partnership. Likewise, there will be direct interaction and dependency with the Regional Growth and Investment Boards, ensuring alignment with economic development ambitions, and statutory sub-committees to ensure adherence to relevant legislation, standards and monitoring requirements.



Detailed proposals and arrangements will be brought forward for approval in December 2024 and a further update can be provided at that point.

Review Group

The review group will include officers from the CJC, the CCR LAs, WG, TfW, representatives from rail and bus service providers, and any other representatives that the RTA Board and CJC Board identified as appropriate. Statutory bodies and other partners will be consulted as part of the process and will be included within the engagement plan.

3.4 Welsh Government Approval Process

CJCs must submit their RTPs to WG for approval by the Welsh Ministers. If Welsh Ministers do not approve an RTP, the CJC will receive a statement of the reasons for its refusal. The CJC must then submit another RTP to WG for its approval within the timescale specified by Welsh Government.

If the Welsh Ministers approve an RTP, it has effect from when approval is given. No additional or revised information will be accepted after the submission, unless approved or requested by WG.

4. Resources

4.1 Overview

The development of the RTP for South East Wales is a necessarily complex endeavour and, as such, consideration has been given to the level of resource required to meaningfully develop and deliver the RTP in a collaborative way.

This draft Implementation Plan outlines the CCR approach to the development of the RTP, RTDP and IWBA, and has identified resources and approximate costs to do so. The approach adopted builds on existing expertise and maturity in the region; leverages the support of LA colleagues appropriately; and, wherever possible, utilises the resources of TfW, WG and other organisations across the private and public sector.

There has been discussion amongst CCR specialists, senior leaders and, critically, with CCR Regional Cabinet and SEWCJC Board on the resources required. Concern has been noted on the cost to develop and deliver the RTP and SDP.

On 9th October 2023 the CJC Board received an update on the requirements and timescales regarding the RTP and SDP and approved the proposed resourcing approach to enable CCR to achieve the first milestones of the RTP and SDP.

The approved approach was:

- In regard to the first milestones, upon submission of a draft RTP Implementation Plan and appropriate Delivery Agreement Plan for the SDP, WG Ministers will make available £125k. This will be supplemented by £50k from current year CCR budget.

- The CCR Infrastructure team will be charged with delivery of the RTP, working closely with the RTA and LA officers. In regard to the SDP, it is recommended that expressions for a part-time secondment to lead this work is offered through the South East Wales planning fora (SEWSPG & SEWPOS).

- For the financial year 2024-25, there is potential for follow-on funding from WG but this is unlikely to be sufficient to cover both the finalisation of the RTP and the commencement of the Pre-Deposit stage of the SDP. As part of the exercise detailed above, there will be further investigation of funding options.

Having now completed the draft Implementation Plan, the SEWCJC funding request is detailed in 4.3.

4.2 Resource Plan

The table overleaf identifies the tasks to be undertaken to deliver the RTP, the IWBA and the RTDP. The resourcing requirements, including specific roles, responsibilities and duties, the proposed approach, including directly employed staff; secondments; and, outsourcing/ procurement are also included, along with the proposed timescale.

The resourcing plan identifies several requirements of TfW and surety is required that the requests can be met to the timescale required, as failure to do so will result in increased costs and, potentially, an inability to meet milestones. An early estimate to replace TfW requirements with commercial consultancy services indicates a negative cost impact in the region of £150,000.

Likewise, it was agreed by the Deputy Minister at a meeting held on 28th Sept 2023 that services from TfW would be made available at no cost.

Overview	**Resourcing requirements**	**Approach to resourcing**	**Funding requirement**	**Timescale**
Overview of resources required to develop and deliver the RTP.	*Details of the resources required and specific roles, responsibilities and duties.*	*Proposed solutions to resourcing, including directly employed staff; secondments; and, outsourcing/ procurement.*	*Details of funding required for the development RTP.*	*Proposed timescale, subject to agreement with WG.*
1. Set up Governance arrangements via CJC Board	CJC Director to request agreement from CJC Board in respect of Governance arrangements for duties identified within the CJC provisions	Internal (CCR)	Core budget	4th December 2023 – to be agreed at CJC Board
2. Provide secretariat for admin	Arranging meetings, provide notes of mtgs, produce Plans (printing / bilingual etc.)	Internal (CCR)	Core budget	4th December 2023 – to be agreed at CJC Board
3. Provide Project Manager for RTP	Transport & Energy Manager within the CJC to oversee Plan, plus project manager to be seconded for period to June 2025.	Secondment or recruitment	£120,000 (including on-costs)	4th December 2023 – to be agreed at CJC Board
4. Set up and management of a Review Group to include LAs / WG / TfW / other partners	To be proposed by RTA and agreed at CJC Board	Internal (CCR) plus partners plus overhead costs	£5,000 (estimate for set-up and management of all Review Group activities)	Dec 2023
5. Prepare Case for Change	Infrastructure team within CJC – prepare narrative	Internal (CCR)	Core budget	Feb 2024

6. Prepare Draft Implementation Plan to be submitted to WG by 31st Oct 23 (to be discussed with WG & TfW)	Infrastructure team	Internal (CCR)	Core budget	31st Oct 2023
7. Seek approval from CJC Board to submit Draft Implementation Plan to WG by the deadline of 31st Oct 2023	Report to CJC 11/10/23	Internal (CCR)	Report step	Oct 11th 2023 – approved 11/10/23
8. Prepare a set of weighted criteria to prioritise against	TfW. CCR will need to approve the criteria and weighting proposed by TfW.	TfW / Consultants	Allocated to TfW, per note in 4.2	To be completed by Feb 2024
9. Consider weighted criteria and engagement plan through Review Board	Review Board (tba)	Internal (CCR) plus partners		Feb 2024 meeting to be arranged
10. Prepare set of policies, objectives and interventions aligned with all of the Plans	Infrastructure team CJC	Internal (CCR) / secondment	Included in point 3	Feb 2024
11. Seek approval from CJC Board to adopt criteria and agree engagement plan	Report of the CCR Transport & Energy Manager to RTA/CJC Board	Internal (CCR)	Milestone for reporting	Feb/Mar 2024
12. Prepare Engagement Plan	CCR CJC engagement team	Internal (CCR)	Core resource	Feb 2024
13. Provide set of baseline data that the Plan will be measured against	Use existing data from TfW / CCR Energy Strategy / Climate Change Commission's 6th Carbon Budget / (CCC's) BEIS but needs to be collated by TfW / consultants. TfW need to assure CJC Board that the data is post-COVID and regional.	Consultants / TfW	Allocated to TfW, per note in 4.2	May 2024

14. Prepare draft IWBA	TfW	TfW / Consultants	Allocated to TfW, per note in 4.2	May 2024
15. Finalise Case for Change	CCR Infrastructure team	Internal (CCR)	Core budget	Beginning May 2024
16. Consider final case for change, draft IWBA, baseline data, and monitoring and evaluation plan through Review Board	Review Board	Internal (CCR) plus partners		Beginning May 2024
17. Consult statutory bodies on draft IWBA	CCR Infrastructure team	Internal (CCR)	Core budget	May 2024 (allow 4 weeks)
18. Seek more specific regulatory impact assessments such as EIA, HRAEIA, Welsh Language IA and Heritage IA as needed to inform the IWBA.	TfW and/ or specialist consultants where required for RTP. RTDP to be considered as part of developing the plans once RTP adopted.	TfW / Consultants	Allocated to TfW, per note in 4.2	May - Sept 2024
19. Prepare Monitoring & Evaluation Plan	CCR Policy & Impact Team and specialists	Internal (CCR)	£30,000	May 2024
20. Prepare RTP content	Infrastructure team	Internal (CCR) / secondment	Core budget plus Project Manager resource as noted	May 2024
21. Seek approval from CJC Board to adopt draft IWBA	Report of the Transport & Energy Manager to RTA / CJC Board	Internal (CCR)	Milestone report	May 2024
22. Prepare RTDP content, including list of projects, funding mechanisms and timescales for delivery	Infrastructure team	Internal (CCR)	Core budget	Until Jun 2024
23. Model proposed interventions against evidence data and models	TfW / Consultants - this heavily relies on the commitment from TfW	Consultants / TfW	Allocated to TfW, per note in 4.2	Jun - Sept 2024

	to resource, otherwise consultants will be required			
24. Assess draft RTDP against agreed criteria and IWBA	Outsource – this must be an independent assessment	Consultants	£30,000	Jun – Sept 2024
25. Submit Draft Plans to Governing Board for approval	Report of the Transport & Energy Manager to RTA / CJC Board	Internal (CCR)	Milestone report	Sept 2024
26. Check in session with WG as required	Internal (CCR)	Internal (CCR)	Milestone meeting	Sept 2024
27. Submit draft RTP and IWBA to WG for Review	Internal (CCR)	Internal (CCR)	Milestone submission	Recommend this is not done due to WG being part of the process and agreeing each step as part of the review group
28. Seek approval from CJC Board for public consultation	Internal (CCR)	Internal (CCR)	Milestone report	Oct 2024
29. Publish bilingual and 'easy to read' revised draft RTP and IWBA for public consultation	Internal (CCR)	RCT / Cardiff bilingual services	Estimate £50,000	Oct 2024
30. Revise RTP and IWBA following public consultation	Internal (CCR) & consultants to review responses from consultation	Internal (CCR) & consultants	Core resource plus Consultants – estimate £10,000	Dec 2024 – Feb 2025
31. Check in session with WG as required	Internal (CCR)	Internal (CCR)	Milestone meeting	Feb 2025
32. Seek approval from CJC Board to submit final Plans to WG Ministers for approval	Internal (CCR)	Internal (CCR)	Milestone report	Mar 2025

33. Submit final RTP, RTDP and IWBA to WG for approval by Welsh Minister	Internal (CCR)	Internal (CCR)	Milestone submission	March 2025
34. Publish approved RTP, RTDP and IWBA	Internal (CCR)	Internal (CCR)	Core budget	June 2025

4.3 Cost Summary & Funding Request

Funding required to deliver the RTP is in the region of £300,000. This allows for the activities as noted above (£245,000) and backfill for existing CCR staff (£55,000). As noted in 4.2 and the assumptions, TfW activities are not included in this cost.

The funding requirement identified for 2023-24 is £125,000 and the funding requirement identified for 2024-25 is estimated at £175,000. Given the relatively short runway to end of the current financial year, there may be a need to reprofile funding. This will be interrogated upon approval of the Implementation Plan.

Work Package	**Cost**	**Notes**
Discovery, Set-Up and Data Review	£55,000	Backfill, project management and commissioning of specialists as required.
Development	£190,000	Combination of backfill, dedicated project manager and other activities as noted in the Resource Plan.
Consultation	£50,000	This includes the production of all materials, establishing processes and platforms; and, commissioning specialists.
Governance	£5,000	Includes establishing the necessary governance, including Review Board, and independent assessments as required.
Total	£300,000	

<u>Assumptions</u>

The following assumptions have been made on resource costs.

- TfW will deliver activities as detailed in the resource plan on-time and to agreed brief and standard;
- where core CCR team are required to deliver activities, resource backfill will be required. This is costed at appropriate grades, including on-costs;
- costs are based on estimates only and will be fully interrogated on approval of the Implementation Plan; and
- SEWCJC Board approve the Implementation Plan resources.

Appendices

Appendix i: RTP Guidance

WG RTP Guidance issued 11th July 2023 (attached as a separate document)

Appendix ii: Policy Alignment

Modal Policies & Plans

WG Guidance provides a list of modal plans and strategies that all RTP policies and RTDP projects must align with as follows:

- Active Travel Act Guidance - Active Travel Act guidance (gov.wales)
- Each local authority's Active Travel Network Map, as submitted on DatamapWales, Active Travel Network Maps | DataMapWales (gov.wales) and its associated scheme prioritisation schedule
- Bws Cymru - Bws Cymru connecting people with places (gov.wales)
- Bus reform white paper - One network, one timetable, one ticket: planning buses as a public service for Wales | GOV.WALES and any subsequent legislation
- A Railway for Wales: Meeting the needs of future generations - a-railway-for-wales-the-case-for-devolution.pdf (gov.wales)
- Road Safety Strategy for Wales - Written Statement: Road Safety Strategy (15 December 2022) | GOV.WALES (WG is currently developing a new Road Safety Strategy for Wales to align with the Wales Transport Strategy and Net Zero and plans to launch the new strategy in early 2024. This will be provided to CJCs once it is published. Key)
- Electric Vehicle Charging Strategy for Wales - Electric Vehicle Charging Strategy (gov.wales)
- Electric Vehicle Charging Strategy for Wales Action Plan - Electric vehicle charging strategy for Wales: action plan (gov.wales)
- Welsh Government response to the Roads Review - Welsh Government response to the Roads Review | GOV.WALES
- Freight & Logistics Plan for Wales. The plan will be developed through joint working and consultation with key stakeholders such as The Rail Freight Group, Road Haulage Association and Logistics UK. WG intends to launch the plan by 2024 and will provide a copy of the Freight & Logistics Plan for Wales once it is published.)

Other Policies and Plans

- CJCs must take account of other policies and plans, including:
- Local Authority well-being assessments and well-being plans
- Regional Economic Frameworks
- Net Zero Wales
- A Healthier Wales
- Clean Air Plan for Wales: Healthy Air, Healthy Wales
- Noise and Soundscape Action Plan

From a CCR perspective, other policies and plans to be considered for the CCR RTP include, but are not limited to:

- CCR Regional Economic Industrial Plan (REIP) 2023-20228
- CCR Rail Vision
- CCR Energy Strategy
- Western Gateway Rail Vision
- CCR Emerging Regional Energy Action Plan
- Emerging Local Area Energy Plans

For the CCR RTDP, plans include, but are not limited to:

- NTDP
- Western Gateway Rail Vision
- Emerging Western Gateway Transport Plan
- CCR Rail Vision
- CCR Emerging Regional Energy Action Plan
- Emerging Local Area Energy Plans
- Local Development Plans
- Metro Enhancement Framework Corridors
- Emerging TfW future programmes proposals
- Burns Report
- Plans that emerge through engagement and consultation process

Llywodraeth Cymru
Welsh Government

Chief Executive Officer
South East Wales Corporate Joint Committee
Rooms 6.12 & 6.17
Sbarc / Spark
Maindy Road
Cardiff
CF24 4HQ

Attention: Kellie Beirne 10 January 2024

Dear South East Wales Corporate Joint Committee

Award of Funding in relation to South East Wales Corporate Joint Committee to develop Regional Transport Plan – Financial Year 2023-24 & 2024-25

1. Award of Funding

(a) We are pleased to inform you that you have been successful and funding in **Financial Year 2023-24** of up to **£125,000** (o*ne hundred and twenty five thousand pounds*) & **Financial Year 2024-25** of up to **£100,000** (*one hundred thousand pounds)* (the "**Funding**") is awarded to you for the Purposes (as defined in Condition 4(a)).

(b) The Funding relates to the period 1st December 2023 to 31st March 2024 and must be claimed in full by 30th April 2024 for FY2023-24 & by 30th April 2025 for FY2024-25 otherwise any unclaimed part of the Funding will cease to be available to you.

(c) This letter shall become effective on the date of signature evidencing acceptance by you as set out in the acceptance page below.

(d) If you have any queries in relation to this award of Funding or the Conditions please contact the Welsh Government Official who will be happy to assist you.

2. **Statutory authority and Subsidy Control**

(a) This award of Funding is made on and subject to the Conditions and under the authority of the First Minister acting pursuant to sections 70 and 71(1) of the Government of Wales Act 2006 and the Minister and Deputy Minister for Climate Change, two of the Welsh Ministers, acting pursuant to functions transferred under section 58A of the Government of Wales Act 2006, section 31 of the Local Government Act 2007, section 6 of the Transport for (Wales) Act 2006 and Active Travel (Wales) Act 2013.

(b) You must ensure that the use of the Funding is compatible with the Subsidy Control Act 2022 and the applicable agreements contained in the World Trade Organisation rules, UK-EU Trade and Cooperation Agreement and any Free Trade Agreement involving the UK and the Northern Ireland Protocol.

3. Interpreting the Conditions

Any reference in the Conditions to:

'**Account**' is to the bank account opened and maintained by you with a UK clearing bank, in your own name and in respect of which you have sole signing rights with account name **Rhondda Cynon Taff County Borough Council Re: SE Wales Corporate Joint Committee, account number 53449785 and sort code 20-68-92** as notified and approved by us (at our absolute discretion) from time to time or such other account as we may approve for the purpose of the Conditions and at our discretion from time to time;

'**Application'** is to your application dated October 2023;

'**Business Day'** is to a day other than a Saturday, Sunday, Christmas Day, Good Friday or a bank holiday in Wales under the Banking and Financial Dealings Act 1971;

'**Conditions**' is to the terms and conditions set out in this letter and the Schedules;

'Costs Incurred' is to the cost of goods and/or services you have received regardless of whether you have paid for them by the date of your claim;

'**Costs Incurred and Paid'** is to the invoiced cost of goods and/or services you have received and which have been paid for by you in cleared funds by the date of your claim;

'**Notification Event**' is to any of the events listed in Schedule 3;

'**Indicative Payment Profile**' is to the indicative payment profile set out in Schedule 4;

'**Personnel**' is to your management/employees and suppliers or any other person appointed or engaged by you in relation to the Purposes;

'**Project Manager**' is to your project manager who is responsible for the day to day management of this award of Funding:

South East Wales Corporate Joint Committee

Clare Cameron
City of Cardiff Council
County Hall
Atlantic Wharf
Cardiff
CF10 4UW

Tel:

Email:clare.cameron@cardiff.gov.uk

'**Schedule**' is to the schedules attached to this letter;

'**we'**, '**us'**, '**our'** is to the Welsh Ministers;

'**Welsh Government Official**' is to

Matthew Jones
Transport – Strategy & Policy
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

Tel: 0300 025 6616 – 07712 765506

Email: transportplanning@gov.wales

or such other Welsh Government official as we may notify you;

'**you'**, '**your'** is to South East Wales Corporate Joint Committee, Rooms 6.12 & 6.17, Sbarc / Spark, Maindy Road, Cardiff, CF24 4HQ

any reference to any legislation whether domestic or international law will include all amendments to and substitutions and re-enactments of that legislation in force from time to time.

4. Use of the Funding

(a) You must use the Funding solely for the purposes set out in Schedule 1 (the "**Purposes**")

(b) You must achieve the targets and outcomes set out in Schedule 2 (the "**Targets**").

(c) Any change to the Indicative Payment Profile, Purposes or Targets will require our written consent which must be obtained from us in advance of implementing any change. Please note that we are not obliged to give our consent but we will consider all reasonable written requests.

(d) You must not use any part of the Funding for any kind of activity which in our opinion could bring us into disrepute, including but not limited to (1) party political purposes, (2) the promotion of particular secular, religious or political views; (3) gambling, (4) pornography, (5) offering sexual services, or (6) any kind of illegal activities.

(e) You must not use any part of the Funding for: (1) purchasing capital equipment (other than as specified in the Purposes), (2) your legal fees in relation to this letter, (3) Costs Incurred or Costs Incurred and Paid by you in the delivery of the Purposes prior to the period referred to in Condition 1 (b).

5. Funding pre-conditions

(a) We will not pay any of the Funding to you until you have provided us with the following information and documentation:

i) this letter signed by you;
ii) documentary evidence that you have put in place all staff and other resources detailed in the Application as required to commence and complete the Purposes;
iii) record of signatories to be completed and returned to Welsh Government using the enclosed register of signatories form;
iv) any other information, document, opinion or assurance which we consider to be necessary or desirable (if we have notified you accordingly) in connection with this award of Funding or the Purposes or in connection with the entry into and performance of this award of Funding or its validity and enforceability.

(b) Where you are required to provide any information and/or documentation to us as evidence that you have satisfied a particular pre-condition, Condition or otherwise in support of a claim, the information and/or documentation must be in form and substance acceptable to us. We reserve the right to reject any information and documentation which is for any reason not acceptable to us, and/or request any further or additional information and/or documentation in support of the request for Funding.

6. How to claim the Funding

(a) You may claim the Funding quarterly in arrears based on Costs Incurred by you in the delivery of the Purposes as detailed in the Indicative Payment Profile.

(b) You must claim the Funding in accordance with the dates set out in the Indicative Payment Profile. You must claim the Funding promptly. We reserve the right to withdraw any part of the Funding that you do not claim promptly.

(c) You must submit your claims for payment of Funding to the Welsh Government Official.

(d) You must use our claim pro-forma (which is available from the Welsh Government Official) and set out in the Guidance Note and attach the information and documentation specified in the Indicative Payment Profile together with:

i) Confirmation that you are operating in all respects in accordance with your constitution; and

(e) Evidence in form and substance satisfactory to us that you have appropriate systems in place to ensure that ongoing due diligence is undertaken in respect of any part of the Funding being utilised by you to provide a grant and/or to procure any goods or services from a third party;

(f) You must provide us with any other information, document, opinion or assurance which we consider to be necessary or desirable (if we have notified you accordingly) in connection with your claim for the Funding.

(g) We will aim to pay all valid claims as soon as possible and typically within 20 Business Days of receipt of a valid claim being made in accordance with the provisions of this letter, and provided always that the Funding pre-conditions set out in Condition 5 above have been satisfied and that on both the date of the claim and the date the Funding is be to paid to you:

i) the declarations made in Condition 8 below are true and correct and will be true and correct immediately after the relevant Funding has been paid to you; and
ii) no Notification Event is continuing or might result from the proposed Funding.

(h) Any payments of the Funding will be made to the Account and will not be paid to any other bank account.

7. Your general obligations to us

You must:

(a) safeguard the Funding against fraud generally and, in particular, fraud on the part of your Personnel and notify us immediately if you have reason to suspect that any fraud within your organisation has occurred or is occurring or is likely to occur whether or not it relates to the Funding. You must also participate in such fraud prevention initiatives as we may require from time to time;

(b) maintain appropriate procedures for dealing with any conflicts of interest in relation to the Funding whether actual, potential or perceived;

(c) comply with all applicable domestic or international laws or regulations or official directives;

(d) maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance;

(e) maintain appropriate financial, risk and control systems when utilising any part of the Funding for any purpose;

(f) maintain appropriate financial, risk and due diligence systems when utilising any part of the Funding to provide a grant and/or to procure any goods or services from a third party;

(g) co-operate fully with the Welsh Government Official and with any other employee of the Welsh Government or consultant appointed by us to monitor your use of the Funding and your compliance with the Conditions;

(h) inform us immediately if any of the declarations made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;

(i) notify us of any funding received by you from any source which is procured or utilised in conjunction with the Funding to directly support the Purposes including but not limited to your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme and any other funders. The intention of this Condition is to avoid any duplication of funding in respect of the Purposes.

8. Declarations

You declare that:

(a) you have the power to enter into and to perform the obligations set out in the Conditions and you have taken all necessary action to authorise the entry into and performance of the obligations under the Conditions;

(b) no limit on your powers will be exceeded as a result of claiming the Funding, or the grant of any security contemplated by the Conditions;

(c) the entry into and performance by you of any of the transactions contemplated by this letter do not, and will not, contravene or conflict with:

i) your constitutional documents;
ii) any agreement or instrument binding on you or your assets or constitute a default or termination event (however described) under any such agreement or instrument; or
iii) any law or regulation or judicial or official order, applicable to you;

(d) no Notification Event is continuing or might reasonably be expected to result from the provision of the Funding and no other event or circumstance is outstanding which constitutes (or, with the expiry of a grace period, the giving of notice, the making of any determination or any combination thereof, would constitute) a default or termination event (howsoever described) under any other agreement or instrument which is binding on you or to which any of your assets is subject;

(e) no litigation or arbitration or administrative proceeding is current or pending or, so far as you are aware, threatened, which has or could have an adverse effect on your ability to perform and comply with any of the Conditions;

(f) you have disclosed to us all material facts or circumstances which need to be disclosed to enable us to obtain a true and correct view of your business and affairs (both current and prospective) or which ought to be provided to any person who is considering providing funding to you;

(g) any information, in written or electronic format, supplied by you to us in connection with the Funding was, at the time it was supplied or at the date it was stated to be given (as the case may be):

i) if it was factual information, complete, true and accurate in all material respects;

ii) if it was a financial projection or forecast, prepared on the basis of recent historical information and on the basis of reasonable assumptions and was arrived at after careful consideration;
iii) if it was an opinion or intention, made after careful consideration and was fair and made on reasonable grounds; and
iv) not misleading in any material respect, nor rendered misleading by a failure to disclose other information,

except to the extent that it was amended, superseded or updated by more recent information supplied by you to us.

(h) you have discussed and agreed the Targets with us and you are confident that they are realistic and achievable;

(i) there are no conflicts of interest in relation to the Funding whether actual, potential or perceived;

(j) acceptance of this award of Funding will not result in duplicate funding in respect of the activities required to deliver the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme and any funders.

(k) You will be deemed to repeat the declarations in this Condition 8 on:

i) each date on which you submit a claim for payment of Funding pursuant to the Conditions; and
ii) each date on which you may have any liability to us under or in relation to the Conditions or the award of Funding,

and in each case by reference to the facts and circumstances existing on each such date.

9. Notification Events and their consequences

(a) You must notify us immediately if a Notification Event has occurred or is likely to occur but we also reserve the right to notify you where we believe a Notification Event has occurred or is likely to occur.

(b) We will either:

i) notify you that we, at our absolute discretion, consider the Notification Event is not capable of remedy; or

ii) if we consider, at our absolute discretion, that the Notification Event is capable of being remedied, seek to discuss the Notification Event with you with a view to agreeing a course of action to be taken to address the Notification Event.

(c) We will be entitled to take any of the actions listed in Condition 9(d) if:

i) despite our efforts we have been unable to discuss the Notification Event with you; or
ii) we notify you that the Notification Event is not, in our opinion, capable of remedy; or
iii) a course of action to address and/or remedy the Notification Event is not agreed with you; or
iv) a course of action to address and/or remedy the Notification Event is agreed with you but you fail to follow it, or any conditions attached to it are not met (including without limitation the timescale for such course of action) to our satisfaction; or
v) the course of action fails to remedy the Notification Event to our satisfaction.

(d) If any of the circumstances set out in Condition 9(c) occurs we may, at our absolute discretion, by notice to you:

i) withdraw the award of Funding; and/or
ii) require you to repay all or part of the Funding; and/or
iii) suspend or cease all further payment of Funding; and/or
iv) make all further payments of Funding subject to such conditions as we may specify; and/or
v) deduct all amounts owed to us under the Conditions from any other funding that we have awarded or may award to you; and/or
vi) exercise any other rights against you which we may have in respect of the Funding.

(e) All repayments of Funding must be made to us within 20 Business Days of the date of our demand.

10. Monitoring requirements

You must:

(a) provide us with such documents, information and reports which we may reasonably require from time to time in order for us to monitor your compliance with the Conditions including:

i) as set out in the guidance note to follow by separate email.

(b) meet with the Welsh Government Official and such other of our representatives as we may from time to time reasonably require including:

i) as set out in the guidance note to follow by separate email.

(c) ensure that the Project Manager (or such other person as we may agree) together with any other person we may require attends all meetings with the Welsh Government Official.

11. Audit Requirements

(a) You must:

i) maintain complete, accurate and valid accounting records identifying all income and expenditure in relation to the Purposes;

ii) without charge, permit any officer or officers of the Welsh Government, Audit Wales or any UK subsidy enforcement body at any reasonable time and on reasonable notice (in exceptional circumstances, such as the prevention or detection of fraud, it may not be practicable to provide you with reasonable notice) being given to you to visit your premises and/or to inspect any of your activities and/or to examine and take copies of your books of account and such other documents or records howsoever stored as in such officer's reasonable view may relate in any way to your use of the Funding. This undertaking is without prejudice and subject to any other statutory rights and powers exercisable by the Welsh Government, Audit Wales or any UK subsidy enforcement body or any officer, servant or agent of any of the above;

iii) retain this letter and all original documents relating to the Funding for ten years from the date of the last payment of the Funding;

(b) Under paragraph 17 of Schedule 8 to the Government of Wales Act 2006 the Auditor General for Wales has extensive rights of access to documents and information relating to monies provided by the Welsh Government. They and their officials have the power to require relevant persons who control or hold documents to give any assistance, information and explanation that they may require; and to require those persons to attend before them for such a purpose. The Auditor General and their staff may exercise this right at all reasonable times.

12. Third party obligations

(a) Nothing in the Conditions imposes any liability on us in respect of any liability incurred by you to any third party (including, without limit, your employees and contractors).

(b) You must indemnify us against any liabilities, claims, proceedings, demands, losses, costs and expenses suffered or incurred by us directly or indirectly arising as a result of or in connection with any failure by you to perform fully or in part any obligation you may have to a third party from time to time.

13. Intellectual property rights and publicity

(a) Nothing in the Conditions transfers to us any rights in any intellectual property created by you as a result of the Purposes.

(b) You must acknowledge our support in relation to the Purposes. Such acknowledgement(s) must be in a form approved by us and must comply with the Welsh Government's branding guidelines.

(c) You must provide the Welsh Government Official with details of all the acknowledgement(s) referred to in Condition 14(b) for our approval before any such acknowledgements are used and you may not use such acknowledgments without our prior written approval. We will endeavour to respond to all written requests for approval within 10 Business Days.

(d) You agree that from the date of this letter until 5 years from the date of the final payment of Funding we may include details about your organisation and business, the Funding and the Purposes in Welsh Government promotional materials and you further agree to cooperate with our reasonable requests to achieve the production of such materials.

14. Information

(a) You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR"), the Data Protection Act 2018 (the "DPA") and the retained EU law version of the General Data Protection Regulation ((EU) 2016/679) (the "UK GDPR").

(b) You acknowledge that we are responsible for determining in our absolute discretion whether:

i) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or

ii) any information is exempt from disclosure under the FOIA or the EIR.

(c) You acknowledge that we may share any data you provide to us with fraud prevention agencies and third parties for the purposes of preventing and detecting fraud. Any personal data we collect will be managed in accordance with our Privacy Notice which is available to view here Privacy notice: Welsh Government grants

15. Buying goods and services

(a) If you decide to buy any goods and/or services to deliver the Purposes, they must be purchased in a competitive and sustainable way so as to demonstrate that you have (i) achieved best value in the use of public funds, and (ii) complied with your conflict of interest policy at the relevant time.

(b) We may from time to time request evidence from you to demonstrate your compliance with this Condition 15. Such evidence may take the form of evidence of your:

i) compliance with any procurement regulations, legislation or guidance in place from time to time to which you, or any person carrying out a business or function of the same or similar nature to you, is subject; or
ii) compliance with your procurement policy in place at the relevant time; or
iii) obtaining a minimum of three written quotations for the relevant goods and/or services.

You must supply such evidence to us promptly following our written request for such evidence.

16. Giving notice

(a) Where notice is required to be given under the Conditions it must be in writing (this does not include email but may include a PDF copy of a letter attached to an email) and must prominently display the following heading:

"Notice in relation to South East Wales Corporate Joint Committee – Development of the Regional Transport Plan – Financial Year's 2023-24 & 2024-25".

(b) The address and contact details for the purposes of serving notice under the Conditions are as follows

You: the Project Manager at the address stated in Condition 3.

Us: the Welsh Government Official at the address stated in Condition 3.

(c) A notice will be deemed to have been properly given as follows:-

Prepaid first class post:	on the second Business Day after the date of posting.
By hand:	upon delivery to the address or the next Business Day if after 4pm or on a weekend or public holiday.
By email attachment:	upon transmission or the next Business Day if after 4pm or on a weekend or public holiday.

17. Equality

You must have in place and apply equality policies covering employment, use of volunteers and provision of services, in accordance with the Equality Act 2010.

18. Welsh language

a) The Welsh Government is committed to supporting the Welsh language and culture and The Cymraeg 2050: A million Welsh speakers Welsh language strategy (Cymraeg 2050) provides a vision for the growth and further development of the Welsh language.

b) Where the Purposes include or relate to the provision of services in Wales, they must be provided in Welsh and English unless it would be unreasonable or disproportionate to do so. They must be provided in such a way as to not treat the Welsh language less favourably than English, in accordance with the Welsh Language (Wales) Measure 2011.

c) Where the provision of services forms part of the Purposes, you must act in accordance with the Welsh Language (Wales) Measure 2011and the aims of Cymraeg 2050. In practice, this will include the following:

i) Ensure that any written material produced, including digital material, is bilingual.
ii) Ensure that any signage is bilingual.
iii) Ensure that any training or public events are held bilingually.

iv) Actively promote and facilitate the Welsh language (including providing services and increasing opportunities to use the Welsh language) within funded activities.

d) For general advice on providing services bilingually and for information on which organisations are able to support you, please contact the Welsh language advice service "Helo Blod" on 03000 258888 or e-mail heloblod@gov.wales with your query.

19. Sustainable development

Your use of the Funding must contribute to the achievement of the Welsh Government's well-being objectives contained in the Welsh Government's Programme for Government. You must work in a sustainable way (sustainable development principle) in delivering the Purposes so as to ensure you are working in a preventative, integrated, long-term and collaborative way that involves people that reflect the diversity of Wales. Please refer to Schedule 1 for further information.

20. Welsh Ministers' functions

You acknowledge that the Welsh Ministers have a range of functions which will continue to accrue and be amended and that decisions in relation to each such function are obliged to be taken in the light of all relevant and to the exclusion of all irrelevant considerations. You agree that nothing contained or implied in, or arising under or in connection with, the Conditions will in any way prejudice, fetter or affect the functions of the Welsh Ministers or any of them nor oblige the Welsh Ministers or any of them to exercise, or refrain from exercising, any of their functions in any particular way.

21. General

(a) If at any time any of the Conditions are deemed to be or become invalid, illegal or unenforceable in any respect under any law, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired.

(b) No failure or delay on our part to exercise any power, right or remedy under the Conditions will operate as a waiver of any such power, right or remedy or preclude its further exercise or the exercise of any other power, right or remedy. The powers, rights or remedies hereby provided are cumulative and not exclusive of any powers, rights or remedies provided by law.

(c) Any amendment or variation to the Conditions must be in writing and signed by us and you in the same manner as this letter (or as otherwise agreed by us in writing from time to time).

(d) You may not assign or otherwise dispose of in any way your rights, benefits, obligations or duties under the Conditions.

(e) Conditions 7, 9, 11, 13, 14, and 21(e) and such other Conditions which by implication need to continue in force beyond the final payment of Funding will so continue in full force and effect.

(f) The award of the Funding is to you alone and no one else is entitled to make any claim in respect of the Funding or seek to rely on or enforce any of the Conditions.

(g) In circumstances where you comprise two or more persons or bodies, the liabilities of such persons or bodies shall be joint and several and the default of one of such persons or bodies shall be deemed to be the default of all.

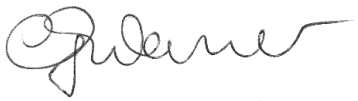
(h) The Conditions and any disputes or claim (including any non-contractual disputes or claims) arising out of or in connection with it its formation or its subject matter are to be governed by and construed in accordance with the laws of Wales and England as applied in Wales and the parties hereto submit to the exclusive jurisdiction of the courts of Wales and England.

22. How to accept this award of Funding

(a) To accept this award of Funding you must sign and return a copy of this letter to the Welsh Government Official. None of the Funding will be paid to you until we have received your signed letter.

(b) We must receive your signed letter within 14 days of the date of this letter, or this award of Funding will automatically be withdrawn.

Yours faithfully



Signed by:
Print name: Christopher Warner
Job title: Deputy Director
Department: Transport – Strategy & Policy
under authority of the Minister and Deputy Minister for Climate change

SCHEDULE 1
The Purposes

To develop the Regional Transport Plan in line with the Regional Transport Plan Guidance and submit to Welsh Government by date to be agreed with Welsh Government Official.

SCHEDULE 2
The Targets

Welsh Government and Transport for Wales Comments on the South East Wales Regional Transport Plan Implementation Plan

. Comment Number	Comment
1	Programme – The Implementation Plan indicates a target of submitting to WG by 29th March 2025. The Plan would then need to be reviewed before Ministerial approval. If an approved Plan is not in place before the start of the implementation period of 2025 – 2030 this will of course impact delivery, as would the later the plan is approved in respect of the start of the FY25/26. Activities to produce the Plan are recommended to be proportionate to the, relatively short, delivery period of 5 years to assist in securing an approved plan as soon as possible.
2	It is helpful that the implementation plan has set out requirements from TfW. Follow up discussions should take place with TfW to agree the level of resource which is required. The Integrated Wellbeing Appraisal and the impact assessments which feed in to it should record how wellbeing has been considered throughout the development of the plan and should be prepared alongside the plan rather than separately. It would not be appropriate for TfW to draft the IWBA, but they can provide input and support to the process.
3	We note the request for additional Welsh Government funding. RTPs replace existing LTPs so should be a resource saving relative to the previous system. Welsh Government is considering the request for additional funding.
4	We note the later dates for submitting the case for change and initial draft RTPs. We would like a final draft of the RTP , IWBA and RTDP to be submitted by mid-February to help the approval process of RTPs to happen smoothly. We agree that close working between the CJC and WG is essential to ensure feedback is provided throughout the process rather than only after submission of the final RTP.
	Page 11 suggests that the baseline data will be provided in May 2024. The CJC should consider whether this is required earlier to inform the preparation of the IWBA and case for change.
5	There is currently little or no mention of how the RTP development will interface transport departments with land planning and economic regeneration equivalents. RTP Guidance requires that CJCs must take into account these interfaces. Collaboration with these departments may well offer significant opportunity to achieve transport (and shared) objectives by influencing their decision making. The CJC must consider how to interface these 3 departments in the development of the RTP.
6	There is little to no mention of existing TfW Metro/regional programmes. Given they are well advanced the RTP process should take advantage

	of this and consider whether they are the right set of projects to achieve the RTP objectives in light of latest policies i.e. achieving the Wales Transport Strategy on a regional basis. This does not of course preclude the CJC from developing other ideas for achieving RTP objectives. The RTP should also be informed by the ongoing work of the Wales Rail Board in prioritising rail infrastructure plans.

SCHEDULE 3
Notification Events

The Notification Events referred to in Condition 9 are listed below:

1. repayment of any part of the Funding is required in accordance with any relevant legislation;

2. you fail to comply with any of the Conditions;

3. the Funding, in full or in part, is not being used for the Purposes;

4. you fail to achieve any or all of the Targets;

5. there is unsatisfactory progress towards completing the Purposes, including meeting the Targets;

6. you fail to provide information about the Purposes requested by us or any UK subsidy enforcement body or any of its auditors, agents or representatives;

7. we have reason to believe that you and/or any of your Personnel are involved in fraudulent activity or have been involved in fraudulent activity whether or not it relates to or is any way connected to the Funding;

8. we have made an overpayment of Funding to you;

9. there is a duplication of funding in respect of any part of the Purposes. This includes but is not limited to any payments received by you in relation to the effects of the spread of the Coronavirus (COVID-19) from your insurance provider (cancellation/business disruption insurance), the UK Government's Coronavirus Job Retention Scheme and/or any Welsh Government fund/scheme;

10. any declaration made in Condition 8 is, or proves to be, incomplete untrue or misleading, incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;

11. there has been a modification (qualification, adverse or disclaimer) to the auditor's opinion on your financial statements;

12. an event or circumstance has occurred and is outstanding which constitutes (or, with the expiry of a grace period, the giving of notice, the making of any determination or any combination thereof, would constitute) a default or termination event (howsoever described) under any other agreement or instrument which is binding on you or to which any of your assets is subject;

13. a moratorium in respect of all or any of your debts or assets or a composition or an agreement with your creditors is agreed, applied for, ordered or declared;

14. you stop or suspend payment of any debts or are unable, or admit in writing your inability, to pay your debts as they fall due;

15. the value of your assets is less than your liabilities (taking into account contingent and prospective liabilities);

16. you commence negotiations, or enter into any composition, compromise, assignment or arrangement, with one or more of your creditors with a view to rescheduling any of your indebtedness (because of actual or anticipated financial difficulties).

17. any action, proceedings, procedure or step is taken in relation to you in relation to:

    (a) the suspension of payments, a moratorium in respect of any indebtedness, winding up, dissolution, administration or reorganisation (using a voluntary arrangement, scheme of arrangement or otherwise); or

    (b) a composition, compromise, assignment or arrangement with any of your creditors; or

    (c) the appointment of a liquidator, receiver, administrative receiver, administrator, compulsory manager or other similar officer in respect of you or any of your assets.

18. a statutory demand is issued against you;

19. you cease, or threaten to suspend or cease, to carry on all or a material part of your business;

20. there is a change in your constitution, status, control or ownership and/or your external auditors resign;

21. you fail to comply with any statutory reporting obligations which are applicable to you (including, but not limited to, filing requirements at Companies House, the Charity Commission, the Financial Conduct Authority);

22. there is any change, whether permanent or temporary, in your shareholders, directors, trustees or partners and/or Personnel which may affect your ability to deliver the Purposes;

23. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that providing the Funding and/or the

continuation of the arrangements contemplated by this letter could bring us into disrepute;

24. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that you may not, or may be unable, to perform or comply with any of your obligations under the Conditions.

SCHEDULE 4
Indicative Payment Profile

Maximum amount that can be claimed in FY 2023-24	
Development of Regional Transport Plan	£125,000
Total	**£125,000**

Maximum amount that can be claimed in FY 2024-25	
Development of Regional Transport Plan	£100,000
Total	**£100,000**

Quarter	Claim Period	Claim to be submitted no later than
4	01 January 2024 to 31 March 2024	30 April 2024

Quarter	Claim Period	Claim to be submitted no later than
1	01 April 2024 to 30 June 2024	15 July 2024
2	01 July 2024 to 30 September 2024	15 October 2024
3	01 October 2024 to 31 December 2024	15 January 2025
4	01 January 2025 to 31 March 2025	30 April 2025

The Following Documents which must accompany each claim as detailed in the attached guidance note	
Annex A	Performance Report
Annex B	Financial Report
Annex C	Claim Form
Annex E	Schedule of Eligible Expenditure
	Nil returns shall be made as appropriate

To Note:

- Electronic reports, claims and supporting information will only be accepted from the email addresses of those officers included in the Register of Signatories that is submitted by the authority when accepting this Award Letter.

- All of the completed template forms shall be signed as follows:
  - Corporate Joint Committee – Project Manager

- Annex D – Final Claim Form shall be signed by the Chief Finance Officer.

- **All signed completed template forms shall be emailed to:** Transportplanning@gov.wales / CynllunioTrafnidiaeth@llyw.cymru

TWO SIGNATORIES ARE REQUIRED

We declare we are duly authorised to accept the award of Funding for **South East Wales Corporate Joint Committee** and the Conditions relating to the Funding.

_____ Signature
An authorised signatory of **South East Wales Corporate Joint Committee**

_____ Name

_____ Job Title

_____ Signature
An authorised signatory of **South East Wales Corporate Joint Committee**

_____ Name

_____ Job Title

Effective date: …….

Future Generations Assessment Evaluation
(includes Equalities and Sustainability Impact Assessments)

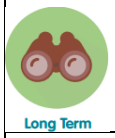
Name of the Officer completing the evaluation:	**Please give a brief description of the aims of the proposal:**
Kellie Beirne **E-mail:** kellie.beirne@cardiff.gov.uk	1. To update the South East Wales Corporate Joint Committee (the CJC) on progress against the Regional Transport Plan (RTP)
Proposal: South East Wales Corporate Joint Committee: Regional Transport Plan & Strategic Development Plan	**Date Future Generations Evaluation form completed: 15 January 2024**

1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	The report and appendices set out a progressive approach for driving prosperity within the region as it regards developing regional transport and strategic planning	CJC must work closely with WG to ensure the RTP isdelivered
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The proposal takes forward the SEWCJC approach to regional transport and strategic spatial planning	This will allow the opportunity for SEWCJC to greatly enhance regional infrastructure
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Inclusion is a core theme of the approach and balancing a focus on levelling up the region with other regions in the UK to ensure CCR accesses all of the opportunities available to it – thus supporting not just sectors and industries but communities and people.	ESG and equality and diversity focus to ensure emphasis on societal and community needs. CJC will develop its own corporate policies in response to key duties in respect of WFG Act Wales, Equality and Human Rights and Nature and Biodiversity

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Putting in place a framework for regional cohesion whilst enhancing localism will support delivery of scale projects that make a difference across the geography, in tandem with local policies and levers that ensure citizens can benefit.	The plans address connectivity challenges that are barriers to inclusion across the region including the Northern Valleys and will continue to be a key theme of CJC work – as will the emphasis on distributed, inclusive and resilient growth.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	The principles look outward and focus on the FDI and international opportunities, which are particularly important post-EU exit.	Proposal for eventual radical decentralization of business functions and units currently operating at national level.
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	The document represents a distinctive regional strategic approach to developing the economy.	CJC will develop its own corporate policies in response to key duties in respect of WFG Act Wales, Equality and Human Rights and Nature and Biodiversity
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The approach focuses on economic inclusion, levelling-up and a mission-driven approach capable of not just tackling economic problems – but societal ones too.	The CJC will begin to produce its own policies for equality and diversity and ensuring these are not just factors in assessing impact – but become central to the task of increasing productive capacity and inclusive growth in the first place.

2. How has your proposal embedded and prioritized the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 Balancing short term need with long term and planning for the future	The plans are long-term (the SDP is 25 years in duration) however in the short-a focus on development is required	This will be subject to the first phases of work and the transition plan as well as the proposed interim first phase of operation.
Working together with other partners to deliver objectives	The principles of the structure recommended situate partnerships and the building of new institutional capacity at the heart of the new framework.	As work commences on immediate duties around the Strategic Development and Regional Transport Plans – consultation and engagement processes will be developed accordingly.
Involving those with an interest and seeking their views	The RTP & SDP will be backed by a wider comms plan which has already included meeting with the various CCR Partnership groups.	
Putting resources into preventing problems occurring or getting worse	The mission-driven/ challenge-led approach embedded will be a key means of experimenting in the prevention space	At project and programme level – there are a number of options the CJC will be looking at in quick time, regarding regional bus services and transport demand management. There is also work moving forward on Local Area Energy Planning to ensure prevention is prioritized.
Considering impact on all wellbeing goals together and on other bodies	The proposed impact assessments will give a comprehensive and ongoing overview of benefits, costs and results. Outcome focused reporting and accountability will be key to this.	This can be further reinforced in the CJC budget setting and when Cabinet and partners have access to greater freedoms and flexibilities and the full 'lift and shift' CJC model.

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Not relevant in this context since the principles, approach and ways of working apply to all prospective interests and stakeholders	As projects and programmes develop under the CJC, each will be subject to comprehensive assessments against the plans and procedures put in place to protect certain characteristics.	A full ESG agenda and diversity and inclusion reviews into partnerships and groups will help ensure this agenda is embedding in ways of working and the culture that is created. A full training and development programme will also be devised in order to embed and 'bring to life' such considerations – not just as part of project assessments, but in seeking to address such concerns and issues as part and parcel of project business cases that are developed.
Disability	As above	As above	As above.
Gender reassignment	As above	As above	As above.
Marriage or civil partnership	As above	As above	As above.
Pregnancy or maternity	As above	As above	As above.
Race	As above	As above	As above.
Religion or Belief	As above	As above	As above.
Sex	As above	As above	As above.
Sexual Orientation	As above	As above	As above.
Welsh Language	As above	As above	As above.

4. Safeguarding & Corporate Parenting. Are your proposals going to affect either of these responsibilities?

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	**Describe any negative impacts your proposal has on safeguarding and corporate parenting**	**What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?**
Safeguarding	Not directly relevant –however, building the future economy should have a profoundly positive impact on ability to safeguard the future of our residents		This is dependent upon the brief for regional education consortia and whether or not, it is intended to be grouped within CJCs.
Corporate Parenting	Not directly relevant – however building strength in the economy should create opportunities for all of the young people entrusted in our care and makes a direct contribution to wellbeing.		

5. What evidence and data has informed the development of your proposal?

As above.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

As above, the main implications will be in the delivery of this work.

7. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	Scrutiny by the CJC and quarterly performance – Lift and Shift anticipated to take place in 2023/24