



Overview & Scrutiny Committee

Date: Tuesday 21 November 2017
Time: 10.00 am **Public meeting** Yes
Venue: Room 109, 16 Summer Lane, Birmingham, B19 3SD

Membership

Councillor Peter Hughes (Chair)	Sandwell Metropolitan Borough Council
Paul Brown	Black Country Local Enterprise Partnership
Councillor Richard Brown	Joint Coventry / Solihull Representative
Councillor Rose Burley	Walsall Metropolitan Borough Council
Councillor Dean Carroll	Shropshire Council
Councillor Peter Douglas Osborn	Birmingham City Council
Councillor John Glass	Nuneaton & Bedworth Borough Council
Councillor Rachel Harris	Dudley Metropolitan Borough Council
Councillor Diana Holl-Allen	Solihull Metropolitan Borough Council
Councillor Angus Lees	Dudley, Sandwell, Walsall and Wolverhampton Councils
Councillor Yvonne Mosquito	Birmingham City Council
Councillor John Mutton	Coventry City Council
Councillor Simon People	Tamworth Borough Council
Councillor Ian Shires (Vice-Chair)	Dudley, Sandwell, Walsall and Wolverhampton Councils
Councillor Stephen Simkins	City of Wolverhampton Council
Councillor Claire Spencer (Vice-Chair)	Birmingham City Council
Sarah Windrum	Coventry & Warwickshire Local Enterprise Partnership
Councillor Nina Wood-Ford	Redditch Borough Council

Quorum for this meeting shall be 13 members

If you have any queries about this meeting, please contact:

Contact Lyndsey Roberts, Governance Services Officer
Telephone 0121 214 7501
Email Lyndsey.Roberts@wmca.org.uk

AGENDA

No.	Item	Presenting	Pages
Meeting Business Items			
1.	Apologies for Absence		None
2.	Declarations of Interests Members are reminded of the need to declare any disclosable pecuniary interests they have in an item being discussed during the course of the meeting. In addition, the receipt of any gift or hospitality should be declared where the value of it was thought to have exceeded £25 (gifts) or £40 (hospitality).		None
3.	Minutes of the meeting held on 12 September 2017	Chair	1 - 8
4.	Performance Reporting	Julia Goldsworthy	9 - 30
5.	The Role of the Combined Authority in Air Quality	Anne Shaw	31 - 36
6.	West Midlands Combined Authority Staff Resources	Rita Rias	Verbal Report
7.	Update on General Data Protection Regulations Preparations by the WMCA	Tim Martin	To Follow
8.	Activities of the Task & Finish Groups (a) Land Commission (b) Mental Health Commission (c) Skills & Productivity Commission (d) Budget (e) Governance	Councillor Shires Councillor Hughes Councillor Spencer Councillor Simkins Councillor McNicholas	37 - 78
9.	Forward Plan	Chair	79 - 80

[NOT PROTECTIVELY MARKED]



WEST MIDLANDS
COMBINED AUTHORITY

Overview and Scrutiny Committee

Date 12 September 2017

Minutes

Members

Councillor Peter Hughes
Councillor Julie Baines

Councillor Rose Burley
Councillor Peter Douglas Osborn
Councillor John Glass
Councillor John McNicholas
Councillor Yvonne Mosquito
Councillor John Mutton
Councillor Ian Shires
Councillor Stephen Simkins
Councillor Claire Spencer
Councillor Kate Wild

Sarah Windrum
Councillor Nina Wood-Ford

In Attendance

Councillor Daniel Barker
Councillor John O'Shea
Gennie Holmes
Tim Martin
Sarah Sprung

John Edwards
Karen Gowreesunker
Chris Tranter

By Invitation

John Cade

Sandwell Metropolitan Borough Council (Chair)
Dudley Metropolitan Borough Council (substitute for Cllr Rachel Harris)
Walsall Metropolitan Borough Council
Birmingham City Council
Warwickshire Non-Constituent Authorities
Coventry/Solihull (substitute for Cllr Richard Brown)
Birmingham City Council
Coventry City Council
Association of Black Country Authorities
City of Wolverhampton Council
Birmingham City Council
Solihull Metropolitan Borough Council (substitute for Cllr Diana Holl-Allen)
Coventry & Warwickshire LEP
Worcestershire Non-Constituent Authorities
Association of Black Country Authorities
Birmingham City Council
Coventry City Council
West Midlands Combined Authority
Sandwell Metropolitan Borough Council / West Midlands Combined Authority
West Midlands Fire Service
West Midlands Fire Service
West Midlands Fire Service
Institute of Local Government Studies (INLOGOV)

1. Apologies for Absence

Apologies for absence had been received from Councillor Richard Brown, Councillor Dean Carroll, Councillor Joe Clifford, Councillor Rachel Harris, Councillor Nathan England, Councillor Eddie Hughes, Councillor Chris Worsey, Jan Britton, Paul Brown, Dr. Chris Handy and Emma Williamson.

2. Welcome and Introductions

The Chair, Councillor Peter Hughes, welcomed all those present to the meeting and introductions were duly made. The Chair thanked Councillor John Edwards, Karen Gowreesunker, and Councillor Chris Tranter for attending the meeting to present the report on the 'West Midlands Fire and Rescue Authority –Transition to West Midlands Combined Authority'.

The Chair reminded members to ensure their authority puts forward the name of their substitute member as this committee requires attendance from 13 members to be quorate. He added that he would like the substitute members to be involved in the work of the committee.

3. Declarations of Interest

No declarations of interest were made in relation to matters under consideration at the meeting.

4. Minutes

Resolved:

That the minutes of the meeting held on 21 March 2017 be confirmed as a correct record and be signed by the Chair.

5. Matters Arising

The Chair reported that 'matters arising' was not usually included as an agenda item, but took the opportunity to provide feedback on his meeting with Andrew Browning, Chief of Staff for the Mayor. He reported that the meeting had been very positive and that Andrew Browning was keen for the 'Ask Andy' sessions in the future to focus on policy areas that might align to the work of the Overview & Scrutiny Committee, providing a channel for public consultation. Whilst remaining part of the formal scrutiny mechanism, the proposed Overview & Scrutiny Mayor's 'Question Time' sessions (initially relating to the Mayor's policy and budget proposals), it was agreed that these fitted quite neatly into the 'Ask Andy' informal programme.

The Chair informed members that the Mayor had asked the Scrutiny Committee to carry out a piece of work looking into resources across the WMCA, in comparison with other Combined Authorities and the London Assembly, and it was acknowledged that this work could be used as lobbying tool.

Councillor Peter Douglas Osborn referred to the Unauthorised Encampments Summit Report by the Police and Crime Commissioner to the WMCA Board in April and considered that this committee should ask the WMCA Board to undertake further work to seek WMCA-wide solutions rather than shifting the problem from one local authority to another. Councillor Claire Spencer reported that as part of the series of actions arising from the summit, the seven West Midlands Planning Authorities need to lobby Government for additional police powers to deal with the problem.

The Chair was of the opinion that this subject was really outside the scope of this Overview & Scrutiny Committee, but suggested that a summary report on progress from the unauthorised encampments summit could be submitted (for information only) to the next meeting, and this was agreed.

The Head of Governance, Tim Martin, confirmed that the WMCA does not have any powers in relation to travellers as statutory powers are given to individual local authorities and this was not a matter for the WMCA or this committee to resolve. However, he considered that the WMCA could seek to lobby Government regarding the transit issue and interface with the police as the law could be changed with regards to the transit of travellers.

Councillor Stephen Simkins enquired as to where the WMCA Constitution sits within this Committee, in particular with regard to oversight of the budget allocation for the Mayor's Office and the recruitment process for the appointment of the Mayor's Chief of Staff. The Head of Governance reported that the Mayor's budget was on the work programme for the WMCA's Audit, Risk and Assurance Committee and the WMCA's HR department would have been involved with the recruitment process for the Mayor's Office; the appointments are co-terminus with the Mayor's tenure. Cllr Simkins asked for further clarification on this process.

Councillor Ian Shires expressed his concerns that 'Andy Street's Renewal Plan' for the West Midlands was publicised and 'labelled up' as a plan by the Conservatives, which he feels conflicts with Governance rules, and asked for this issue to be examined further.

Further to comments made by Councillor Stephen Simkins, Councillor Claire Spencer noted that the organisation's priorities should determine what they spend and deliver and consideration could be given to how scrutiny and delivery is resourced within the WMCA. Councillor Claire Spencer added that she would welcome this committee being involved with the public reform agenda.

Councillor John Mutton reported that he concurred with the comments made by colleagues regarding the Mayor's Budget and he would also welcome the opportunity to examine the WMCA's budget to see whether money is being spent in an appropriate way. The Chair noted that Councillor Mutton had indicated that he wanted to be member of the Budget Task and Finish Group.

The Chair informed the committee that it had been arranged that the Mayor would address both WMCA's Audit, Risk and Assurance Committee and Overview and Scrutiny Committee on 15 September at 12 noon at 16 Summer Lane and all were welcome to attend.

In relation to future agendas for the committee, the Chair invited members to send any requests for items to be added to the agenda to him.

Resolved:

1. That the Police and Crime Commissioner's Office submit a progress report, for information, on the actions following the unauthorised encampment summit to the next meeting.

6. Mayoral WMCA Governance of WMCA of the West Midlands Fire Service

The committee considered a report of the Chief Fire Officer on the proposals regarding the future governance of the West Midlands Fire Service which included the timeline and legislative process for this to happen.

It was noted that the WMCA Board had approved a report at its meeting on 8 September 2017 and had agreed to the development of a governance review, including a scheme to consider whether the proposed roles and functions of the West Midlands Fire and Rescue Authority (WMFS) should be transferred to the Mayoral WMCA.

John Edwards, Karen Gowreesunker and Chris Tranter from West Midlands Fire and Rescue Authority were in attendance to present the report and respond to questions from members.

In relation to the proposed model that would form part of the consultation process, it was noted that, between October–December 2017, approval would be sought from each of the 7 West Midlands Metropolitan Local Authorities, prior to further public consultation.

Councillor Ian Shires enquired as to whether the Association of Black Country Authorities (ABCA), which he represented on the Overview & Scrutiny Committee, would be involved in the consultation alongside the seven Metropolitan Authorities. Karen Gowreesunker clarified that ABCA would be involved as part of the public consultation after December.

Committee members expressed concerns regarding the proposed future governance arrangements, particularly the proposal that power would rest with one person - the Mayor of the WMCA. John Edwards informed the Committee that, in order for the Government to agree the governance arrangements, there was a specific requirement for the Mayor to exercise Executive powers. He also advised that he expected the Mayor would want to involve other members in his role, and the proposed Mayoral Fire Advisory Committee would reflect the balance and membership across the seven constituent authorities. In addition, the Mayor must be accountable in accordance with national guidelines

The committee considered that it was imperative that its' members should have an input into the proposed governance arrangements, and it was the general view of this committee that the scrutiny function should be separated out from the proposed Mayoral Fire Advisory Committee.

John Edwards gave reassurances that the views and contribution of the WMCA Overview and Scrutiny Committee were critical to any change, but re-affirmed that the Executive powers would sit with the Mayor under the proposed model, whilst the proposed Mayoral Fire Advisory Committee would not have any executive powers. He further advised that he would be attending meetings with the seven constituent authorities in the autumn and wider consultation would be undertaken next year so there would be plenty of opportunity to question the proposals. He also confirmed that he had no issue with this committee discussing the model.

The Chair suggested setting up a Task & Finish Group to look at the scrutiny function as part of the transition of the West Midlands Fire and Rescue Service to the WMCA. Councillor Ian Shires proposed that any such Task & Finish Group should focus on governance generally, so that the group could go on subsequently to pick up and focus on other areas such as the Transport portfolio, and Police Authority arrangements...

The Chair supported the proposal from Councillor Ian Shires to set up a Governance Task & Finish Group, and proposed that Councillor John McNicholas chair this Group, bearing in mind his previous extensive experience of chairing the Integrated Transport Authority. Councillor John McNicholas accepted the invitation to Chair the Group and also suggested that it would be useful for Councillor Glass to be a member of this Task & Finish group. Councillors Mosquito, O'Shea and Wild also put forward their names to join the Governance Task and Finish Group.

The Chair advised that the work of the Governance Task and Finish Group would feed into the wider work being undertaken on resources.

The Chair thanked representatives from West Midlands Fire Service for their attendance and said that he was looking forward to working with them in the future.

Resolved:

1. That the proposals contained in appendix 1 of the report regarding the future Governance of the West Midlands Fire Service be noted;
2. That the timeline and legislative process enabling this change be noted;
3. That a Governance Task and Finish Group be established to look initially at the governance and proposed scrutiny function as part of the transition of the West Midlands Fire Service to the WMCA in the first instance, and move on to consider other issues such as transport and police arrangements in due course.

7. Governance Arrangements

Sarah Sprung presented a report seeking endorsement for the appointment of two Vice-Chairs; proposals for Chairs/Lead members of the Task & Finish Groups; and endorsement of the membership of the Task & Finish Groups.

The committee supported the report recommendations and nominations with regards to the membership of the Task and Finish Groups were noted.

In relation to an enquiry from Councillor Yvonne Mosquito as to how this Committee would address the issue of social inclusion, the Chair advised that the WMCA Board was leading on this issue with the Mayor and he hoped this committee could add value and challenge, as proposals from that working party were developed.

Councillor Claire Spencer clarified that the WMCA Board had approved a report recently on the West Midlands Leadership Commission that is seeking to improve the opportunities of those communities that are under-represented in the leadership of the West Midlands. She also proposed that the Chair of this Committee should write to the Leadership Commission Chair, Anita Bhalla and Councillor Steve Eling (WMCA Portfolio holder for Cohesion and Integration) to ascertain whether there was a potential role for the Scrutiny Committee in this area.

Resolved:

1. That the Chair's recommendations for the appointment of two Vice-Chairs, namely Councillor Ian Shires and Councillor Claire Spencer be endorsed;

2. That the Lead Members for each of the Task & Finish Groups be agreed as follows:
 - (i) Mental Health Commission – Councillor Peter Hughes;
 - (ii) Productivity and Skills Commission - Councillor Claire Spencer;
 - (iii) Budget – Councillor Stephen Simkins;
 - (iv) Land Commission – Councillor Ian Shires;
 - (v) Governance – Councillor John McNicholas.

3. That the membership of the various the Task & Finish Groups, as set out in the report, be noted along with the following nominations :
 - (i) Productivity and Skills Commission – Councillor John McNicholas and Councillor Julie Baines;
 - (ii) Mental Health – Councillor Daniel Barker and Councillor Joe Clifford;
 - (iii) Land – Councillor John Glass ;
 - (iv) Budget – Councillor Peter Douglas Osborn, Councillor John O’ Shea and Councillor Kate Wild;
 - (v) Governance – Councillor Yvonne Mosquito, Councillor John O’Shea and Councillor Kate Wild.

8. **Task & Finish Updates**

The Lead Members for each of the Task & Finish (T&F) Group provided an update on their respective work areas.

(i) Mental Health

The Chair, Councillor Peter Hughes, tabled an update on the work of the Mental Health T&F Group which was discussed by the committee - this included a literature review of Housing First that had been undertaken, and shared with the Implementation Director for the Mental Health Commission.

(ii) Productivity and Skills Commission

Councillor Claire Spencer outlined activity with regards to the work being considered for the Productivity and Skills Commission T&F Group and reported that an options paper would be submitted to the next meeting of the committee in November.

(iii) Land Commission

Councillor Ian Shires informed the committee that in the absence of a regional spatial plan he had been looking at the various plans that exist across the WMCA. These included the WMCA Land Commission report and subsequent Land Delivery Action Plan, as well as the Black Country Core Strategy. Further investigation would look at the issues impacting on housing need and numbers. Councillor Shires advised that he will provide a summary paper to the next meeting.

(iv) Budget

Councillor Stephen Simkins reported that a visit had been arranged to the London Assembly on 28 September to look at the budget setting process. He advised the committee that he would arrange budget training sessions for all members.

He advised that he was also looking to arrange meetings with the WMCA's new Director of Finance, Sean Pearce, and portfolio holder, Councillor Izzie Seccombe. He added that he would seek a steer from the Mayor on his vision and would arrange a question time with Andy Street on the budget setting process in due course. Councillor Simkins asked members to contact him if they required any further information.

Resolved: That the updates be noted.

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WEST MIDLANDS
COMBINED AUTHORITY

Overview & Scrutiny Committee

Date	21 November 2017
Report title	Performance Reporting
Accountable Chief Executive	Deborah Cadman, West Midlands Combined Authority email: deborah.cadman@wmca.org.uk tel. (0121) 214 7552
Accountable Employee	Julia Goldsworthy - Director of Strategy, West Midlands Combined Authority email: julia.goldsworthy@wmca.org.uk tel: 07813 648227
Report to be/has been considered by	WMCA Programme Board - 29 September 2017 WMCA Board - 13 October 2017

Recommendation(s) for action or decision:

Overview & Scrutiny Committee is recommended to:

1. Note the contents of the report.

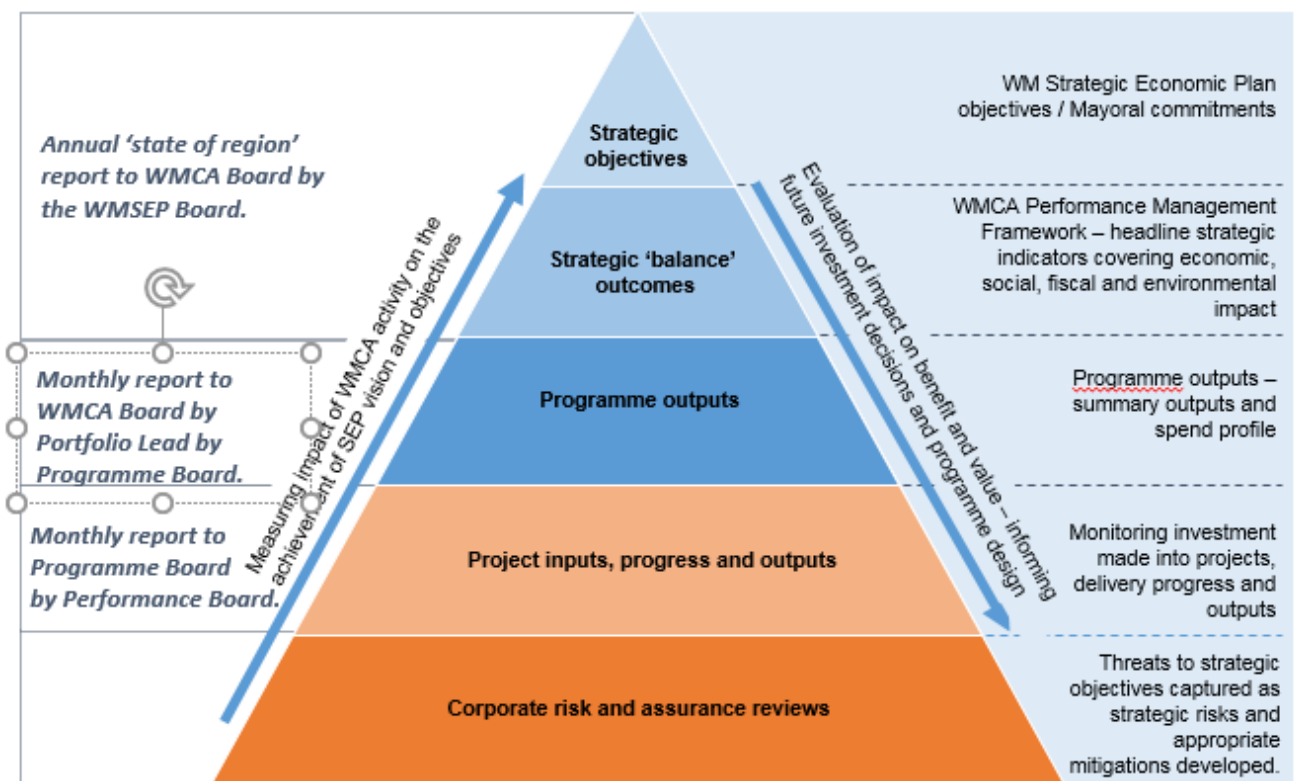
1.0 Purpose

1.1 To provide an update on the evolving approach being developed for performance reporting and management for the West Midlands Combined Authority.

2.0 Background

2.1 On the 23 June, the Board received a paper which updated on the background context outlining the vision, strategic objectives and ‘balance’ outcomes to improve the quality of life of everyone who lives and works in the West Midlands set out in the WMCA SEP and the associated Performance Management Framework. The diagram presented set out a proposed process that will enable the WMCA to use the performance management framework to:

- Inform policy, strategy and strategic interventions designed to transform / change the SEP outcomes (long-term);
- Inform programme development and investment decisions so that they contribute to the ongoing delivery of the SEP outcomes.
- Monitor the impact on WMCA activity (programmes and investments) on the outcomes;
- Enable evaluation of effectiveness of WMCA activity, and WMCA partners to redirect resources / redesign programmes as appropriate;
- Identify threats to strategic objectives and capture as strategic risks with appropriate mitigations developed;
- Capture benefits realised and use insight for continuous improvement and investment in the right outcomes.



- 2.2 **Strategic Headline Reporting** - The WMCA Board will be able to track the overall economy through the annual monitoring of the strategic and balance objectives and performance against outcomes which it can use to determine future strategy and strategic priorities. This full PMF will be updated annually in June and published via the WMCA Annual Economic Review. The first full update reported was received by the WMCA Board in July 2017. It is proposed that the headline (top 8) indicators will be reported to each board with any changes in direction reported alongside any updates in any of the other supporting indicators. **An illustration of this is provided in Appendix 1** which includes the summary infographic from the WMCA Annual Economic Review July report and a more detailed table behind each of the headline indicators. These reports will be supported by more in depth analysis behind any key trends, as required. An example relating to the recent claimant and apprenticeships trends which was highlighted at the July 2017 WMCA Board report and for which **more detailed analysis was subsequently undertaken** is included in **Appendix 2**. **Expert commentary** could also be included to provide any contextual information at each of the 'layers'.
- 2.3 **Portfolio Reporting** - The portfolio dashboards will include more detailed indicators relevant to that theme. **These will be determined and developed by each Portfolio Lead**. It will also capture programme outputs and will comprise measurable deliverables that programmes will achieve through investment. For infrastructure projects, there will be a considerable time-lag for outputs to be delivered from investment due to the delivery timescales. Therefore, it will be necessary to consider other measures which track the current 'use' or 'behaviours' of citizens in relation to the outcomes. A proposed **timeframe** to cover the year to capture the 8 portfolio areas is set out in **Appendix 3**. **More work will be undertaken to agree the exact sequencing and content of each report**.
- 2.4 An example of a portfolio dashboard for Transport is included in Appendix 4. The transport framework is currently proposed to cover three Dashboards reporting on overall transport system performance; scheme delivery; and operational metrics. These are linked to dashboards focused on key themes for example Congestion.
- 2.5 The examples provided in Appendix 4 are the emerging overall transport system performance dashboard (with a 'drill down' view of the headline metrics) and the emerging scheme delivery dashboard. These are based on current data where this is available and will remain under continuous development to the point that they ultimately include live real-time data (where this can add value and is achievable). To do this some further development work is required, including improving the sensor network and better utilising more modern data gathering techniques (including better use of Sat-Nav, number plate recognition data and smart ticketing data).
- 2.6 Subject to the Board's views on the principles and approach taken, the on-going development of the transport dashboard will under-taken in close liaison with Local Authority transport officers through the STOG group. It is proposed to bring a detailed report to the Board focusing on Transport as an early deliverable once the Board has provided its views and direction on the overall approach. Related to this activity, the Joint Data Team re-let provides an opportunity to improve the evidence and data quality informing the dashboard, as well as reshaping the current approach to transport modelling, data analysis and data collection. Together the dashboards and joint data team initiative will deliver support for transport scheme development, transport intelligence at an affordable level and the collation of housing and employment land data. This will also help stimulate innovation; evidence based decision making; research and intelligence; wider communication; and the upskilling of staff to bolster the sector.

- 2.7 A presentation will be available to the board to illustrate how the transport dashboards are proposed to work. The operational dashboard remains under development and will predominantly inform the on-going management of the network in a safe and efficient way, but will also ultimately be available and transparent on-line.
- 2.8 **Work to also look at the integration of reporting of the project dashboards** which monitor planning and delivery activity throughout the project's 'lifecycle' so that the performance of each individual project is frequently monitored and reviewed to ensure that delivery is on track, risks and project budgets are managed and outputs monitored is also underway.
- 2.9 The Corporate risk and assurance team reviews performance of projects/ programmes and other key indicators such as SEP performance, corporate resources, financial performance etc to give corporate risk view on WMCA as an assurance function for the Audit Risk and Assurance Committee. The Corporate Risk Register will be embedded into a balanced scorecard approach. This will assist in contextualising the risk and understanding any impacts on interdependent deliverables. Corporate Risk & Assurance reports will provide one independent based version of the truth to support WMCA make informed decision making. Any threats to the strategic objectives will be captured as strategic risks and appropriate mitigations developed.
- 2.10 Other city-regions around the globe have embedded data, metrics and performance management into overall 'place leadership' approaches, for example CitiStat in Baltimore. In Baltimore, output data on service delivery and citizen experience are used to evaluate services effectiveness, identify performance deficits and identify strategies for improvement. **Further work will be undertaken to identify how a similar approach to CitiStat could be developed at a project, programme and strategic level.**

3.0 Wider WMCA Implications

- 3.1 The achievement of strategic outcomes is not down to the WMCA interventions alone. It requires the combined effort of all public agencies, the private and third sector as well as citizens and business to transform the West Midlands as a place. However, the Mayor and WMCA has a leadership role to promote the vision and drive action.

4.0 Issues

- 4.1 Outcome data are annual measures due to availability of data and the speed of change. This means that these indicators are not appropriate for managerial and operational decisions or improvements.
- 4.2 The availability of data will determine the frequency of reporting and will be considered during the development of the suite of performance dashboards/reports.
- 4.3 Demonstrating the 'logic chain' from investment to outputs to outcomes impact has been a challenge for areas to demonstrate.

5.0 Financial implications

5.1 Whilst there are no specific financial implications as a result of the recommendations within this report, the resourcing of different approaches and options will be reviewed and evaluated.

6.0 Legal implications

6.1 There are not immediate legal implications arising from this report.

7.0 Equalities implications

7.1 No implications have been identified.

7.0 Other implications

7.1 Complete as appropriate.

8.0 Schedule of background papers

8.1 None.

9.0 Appendices

Appendix 1

WMCA PMF Reporting – Headline Indicators September 2017 v1

Appendix 2

WMCA PMF - Apprenticeships and Youth Claimants Indicators – Performance Trends Analysis September 2017

Appendix 3

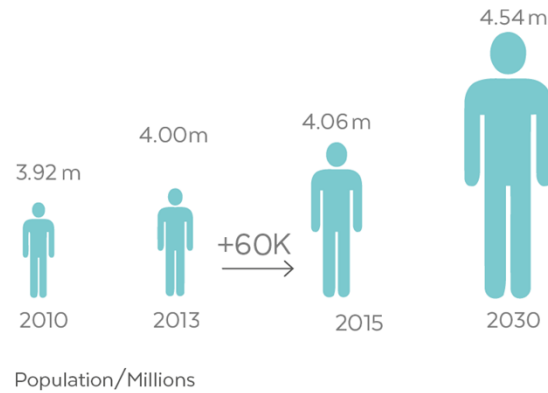
Proposed Timeline for Portfolio Performance Reporting 2017/2018

Appendix 4

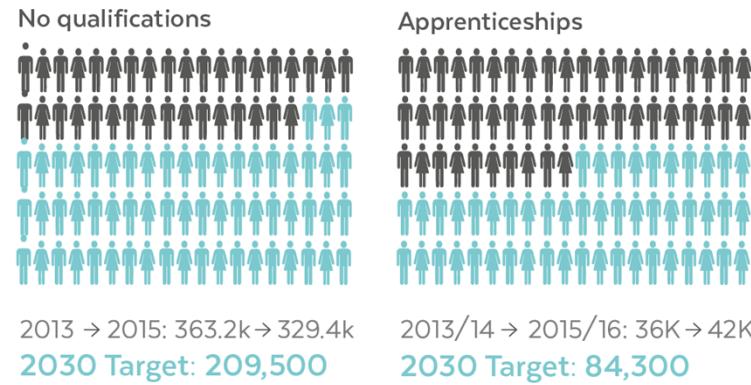
Transport Dashboard - Draft Performance Dashboard Systems Architecture & Example dashboards (Overall System Performance; Congestion; and Transport Delivery)

WMCA Performance Management Framework

Growing WMCA Population ★
 4.06m → 4.54m



Improving Skills ★ (Reducing Unskilled by 120k people)
Increasing Apprenticeship Starts ★



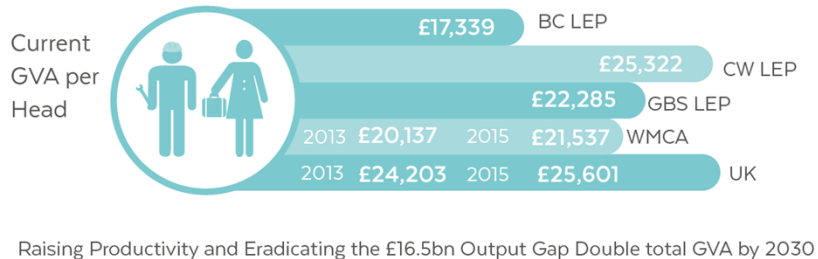
Increasing Jobs by 400,000 by 2030 ★



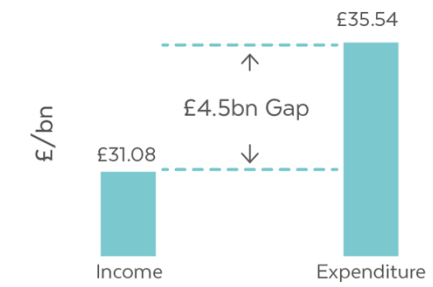
145,000 Businesses ★
 Innovation and Enterprise Growth



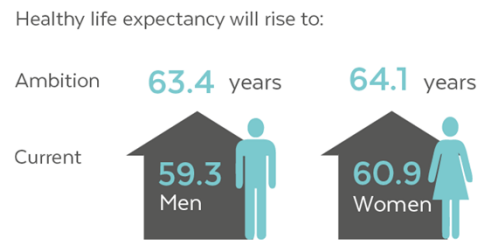
Increasing GVA & Productivity
 Improve GVA per head in line with UK Average by 2026



Reducing £4.5bn Fiscal Deficit



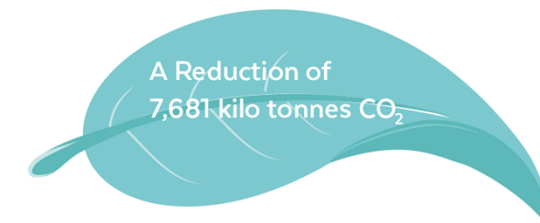
Reduce Health Inequalities
 and raise Healthy Life Expectancy



High Quality, Connected, Readily Available development sites



40% Reduction in CO₂ by 2030



Key ↑ Positive direction of travel compared to UK average ↑ Positive direction but below the UK average ↓ Negative direction of travel ★ On track to achieve 2030 target

Outcomes	Measures of Success	Last updated	Next Update	Where we are now	Change over the last year ¹	Direction of Travel Relative to UK average since 2013	Scale of the Challenge ²
ECONOMIC GROWTH - Improved GVA for the region in line with the UK average	O1. GVA per Head	December 2016 (updated annually)	December 2017	£21,537	+£442	+£1,400 +7.0% WMCA +5.8% UK	+£4,064 GVA per head
	F1. Income & Exp. Balance	January 2017 (updated annually by EIU)	January 2018	£4.5bn gap	+£0.6bn	+£0.6bn +15.4%	No fiscal gap +£4.5bn
BUSINESS - Improved the productivity of our businesses focusing on our growth sectors	B5. Total Jobs	September 2016 (updated annually)	September 2017	2m jobs	+54,200 jobs	+95,000 Jobs +5.0% WMCA +4.9% UK	400,000 jobs
	B3. No. of Business Births	November 2016 (updated annually)	November 2017	22,430 business births 55 per 10,000 population	+3,485 business births +18.4% WMCA +9.3% UK	+3,625 business births +19.3% WMCA +10.6% UK	59 per 10,000 population +1,468 business births
SKILLS - Improved skill levels at all ages so that people have the skills and qualifications to access jobs.	P4. % of Working Age Population with No Qualifications	May 2017 (updated annually)	May 2018	13% 329,400 people	-1.5 pp -36,200 people	-33,800 people -1.6 pp WMCA -1.3pp UK	- 4.7 pp - 119,867 people
	P9. No. of Apprenticeships starts	January 2017 (updated annually)	January 2018	42,040	- 1,190 - 2.8%	+ 6,030 +16.7% WMCA +15.9% Eng.	+42,219 per annum
PEOPLE - Improved Life Chances for all	P14. Health inequality gap by years between the most and least deprived areas	November 2016	November 2017	M = 7.4 years F = 9 years (WM Met)	M = + 1.2 F = - 0.9	M = - 1.3 F = + 1.3	No gap Reduce gap by 7.4 years for males and 9 years for females Males Females
PLACE ACCESSIBILITY- Improved the connectivity of people to businesses to jobs and markets	E1. CO ₂ emitted within SEP area by transport, businesses and homes	June 2016 (updated annually)	Annually	21,564ktCO ₂ (2014)	- 167 ktCO ₂ - 0.8%	- 1.6% WMCA -6.3% UK	7,681 ktCO ₂
Additional Indicators Recently Released:					Change over last month		Scale of Challenge
PEOPLE - Improved Life Chances for all	P22. Claimant Count aged 18 - 64	updated monthly	Sept. 2017	71,465 people	- 990 claimants (June - July 2017)	- 31,995 claimants -30.9% WMCA -33.1% UK	-28% - 17,437 claimants

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¹ The green shading illustrates indicators which have moved in a positive direction compared to the UK average or national (England) where UK averages are not available. The red shading indicates the reverse and orange indicates a growth rate in the right direction but less than the UK or national average.

² The circle infographics represent what the WMCA has achieved (the red, orange or green part of the circle) since the baseline and the remaining scale of challenge (grey part). The highest RAG rating is used for each indicator i.e. green if it is green and amber in the table, where RAG rating was not applicable the colour blue has been used and there is no arrow in the middle.

Appendix 2 - WMCA PMF - Apprenticeships and Youth Claimants Indicators – Performance Trends Analysis September 2017



WMCA Apprenticeships³

Measures of Success	Where we are now	Change over the last year	Direction of Travel Relative to UK average since 2013	Scale of the Challenge
P9. No. of Apprenticeships starts	42,040	- 1,190 - 2.8%	+ 6,030 +16.7% WMCA +15.9% Eng.	+42,219 per annum

Summary:

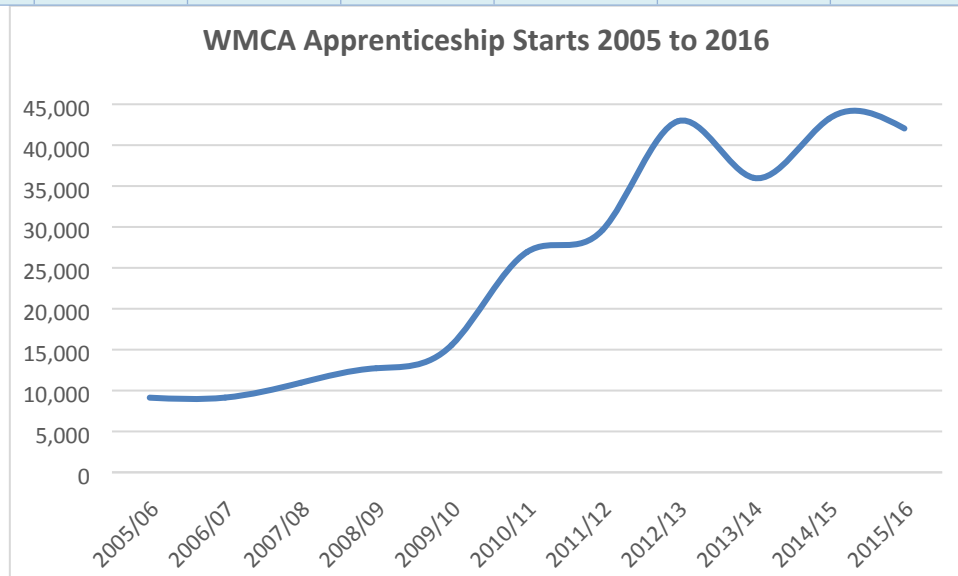
- The table above from the July 2017 WMCA Annual Economic Review sets out the performance of apprenticeships across the WMCA, 3 LEP geography.
- ESFA data reported 42,040 apprenticeship starts across the WMCA. A decline of 680 starts from the 2014/15 position but still 6,000 greater than the 2013/14 position.
- The overall fall in apprenticeship starts can be attributed to the following sectors:
Retail (-790 starts); Engineering and Manufacturing (-610 starts) and Health, Public Services and Care (-290 starts).
- The Black Country LEP reported a growth in the number of apprenticeships to 13,850 (+680 starts), while the CWLEP (8,100 starts) and GBSLEP (20,090 starts) have both seen a decrease in their apprenticeship starts since the previous reported year.
- 59% (24,700) of apprenticeships are at intermediate level (higher than national average), 35% (14,720) are at advanced level (lower than national avg) and 6% (2,620) are at higher level (1% higher than national average).
- The WMCA's ambition is to raise overall apprenticeship starts to 84,000 by 2030. To do this the WMCA needs to create nearly double the current number of apprenticeship starts per annum (a +42,419 increase).
- The Black Country ambition is to increase the number of apprenticeships starts to 23,000 by 2030. Work on the Black Country SEP Delivery plan and the project pipeline has enabled the Black Country to identify the contribution from specific programmes, e.g. Growth Deal to achieve this. This could be applied to other LEP areas to analysis the collective impact.
- According to the according to the Warwick Institute of Employment Research (2017), reasons for reducing starts include funding issues and costs; no need for more apprentices; and lack of growth in the business.
- Recent policy changes may have had a short-term impact which may be a temporary impact whilst the new funding and qualifications bed in.

³ All apprenticeship data taken from ESFA FE data library apprenticeships 2015/16

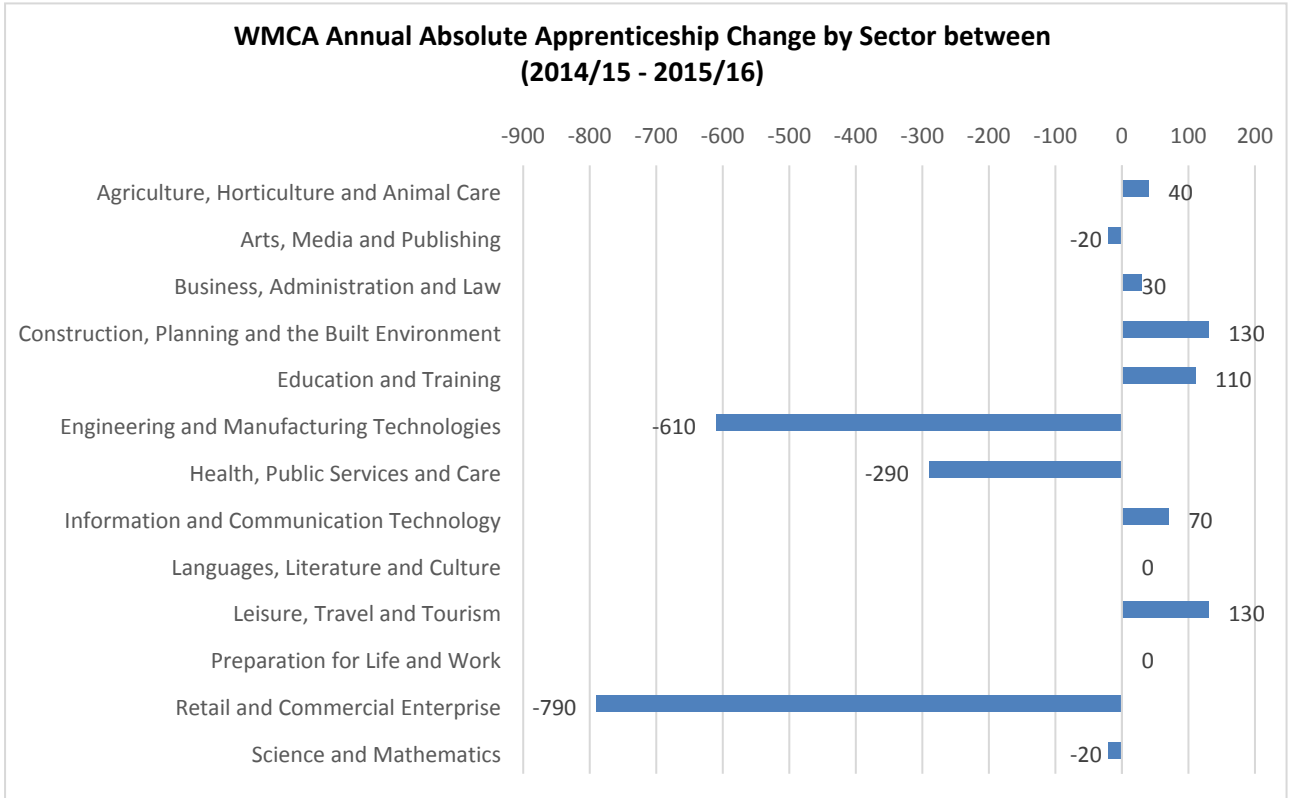
- The increase in the Black Country is due to the targeted approach the Black Country has taken to drive new apprenticeships starts, with a focus on high value manufacturing, as part of the City Deal programme and the Skills Factory initiative. In addition, there has been significant financial investment into economic regeneration from local authorities in schemes such as Walsall Works which makes available grants for SMEs recruiting apprenticeships and other initiatives such as Sandwell Guarantee, Wolves@Work and the joint Black Country IMPACT programme which provide targeted assistance to support residents into local jobs and apprenticeships.
- The apprenticeship levy came into force in April 2017 – the impact of this will be seen in the January 2018 datasets and it may result in an increase in recruitment in the medium term.
- Prescribed groups and public sector bodies with 250 or more staff in England have a target to employ an average of at least 2.3% of their staff as new apprentice starts over the period of 1 April 2017 to 31 March 2021. This will also have a potential impact on apprenticeship figures.
- On receipt of the ESFA data cube for the WMCA more in depth analysis of the sectors and the providers will be undertaken.

**Trend Data:
Apprenticeship Starts by LEP**

Area	2011/12 Starts	2012/13 Starts	2013/14 Starts	2014/15 Starts	2015/16 Starts	Change 2014/15 to 2015/16
BCLEP	13,360	13,260	11,180	13,170	13,850	+5.2%
CWLEP	3,800	8,950	7,160	8,550	8,100	-5.3%
GBSLEP	12,470	20,720	17,670	21,510	20,090	-6.6%
WMCA	29,630	42,930	36,010	43,230	42,040	-2.8%



Sector Data:



WMCA annual percentage and absolute change by sector between 2014/15 to 2015/16

Sector	Absolute Change	% Change
Agriculture, Horticulture and Animal Care	40	13.3%
Arts, Media and Publishing	-20	-13.3%
Business, Administration and Law	30	0.2%
Construction, Planning and the Built Environment	130	10.1%
Education and Training	110	22.0%
Engineering and Manufacturing Technologies	-610	-7.7%
Health, Public Services and Care	-290	-2.6%
Information and Communication Technology	70	6.0%
Languages, Literature and Culture	0	0.0%
Leisure, Travel and Tourism	130	13.1%
Preparation for Life and Work	0	0.0%
Retail and Commercial Enterprise	-790	-10.9%
Science and Mathematics	-20	-
Total	-1190	-2.8%

Youth Claimants⁴⁵⁶ Summary

Measures of Success	Where we are now	Change over the last year	Direction of Travel Relative to UK average since 2013
P21. Youth claimants aged 18 - 24	December, 2016	+1,515 +11.4%	-11,240 -43.2% WMCA -46.4% UK

Note: The above youth claimant figure has fallen to 14,670 in July 2017

- The table above from the July 2017 WMCA Annual Economic Review sets out the performance of youth claimants across the WMCA, 3 LEP geography.
- The data relates to all JSA claimants & Universal Credit claimants that are required to seek work⁷.
- The table provided the data for December 2016 which reported 14,805 people aged 18-24 claiming job seekers allowance.
- This represents a decline from very high levels of 26,085 in December 2013, 15,760 in December 2014 but an increase of 1,515 from the 2015 level of 13,290.
- Since the production of the report July data has been released which shows the figure to be 14,670 which is a -125 decrease from the previous month and a -335 decrease from same month last year.
- Under Universal Credit a broader span of claimants are required to look for work than under Jobseeker's Allowance. As Universal Credit Full Service is rolled out in particular areas, the number of people recorded as being on the Claimant Count is therefore likely to rise. Please note that **ONS released a statement in saying it was withdrawing reporting on claimant count from its bulletins as it believes the Claimant Count may now be providing a misleading representation of changes in the UK labour market.**<https://www.ons.gov.uk/news/statementsandletters/publicationarrangementsfortheclaimantcount>
- As a percentage of the cohort 3.7% of all 18-24 year olds currently claim these benefits, which is higher than the national average of 2.7%.

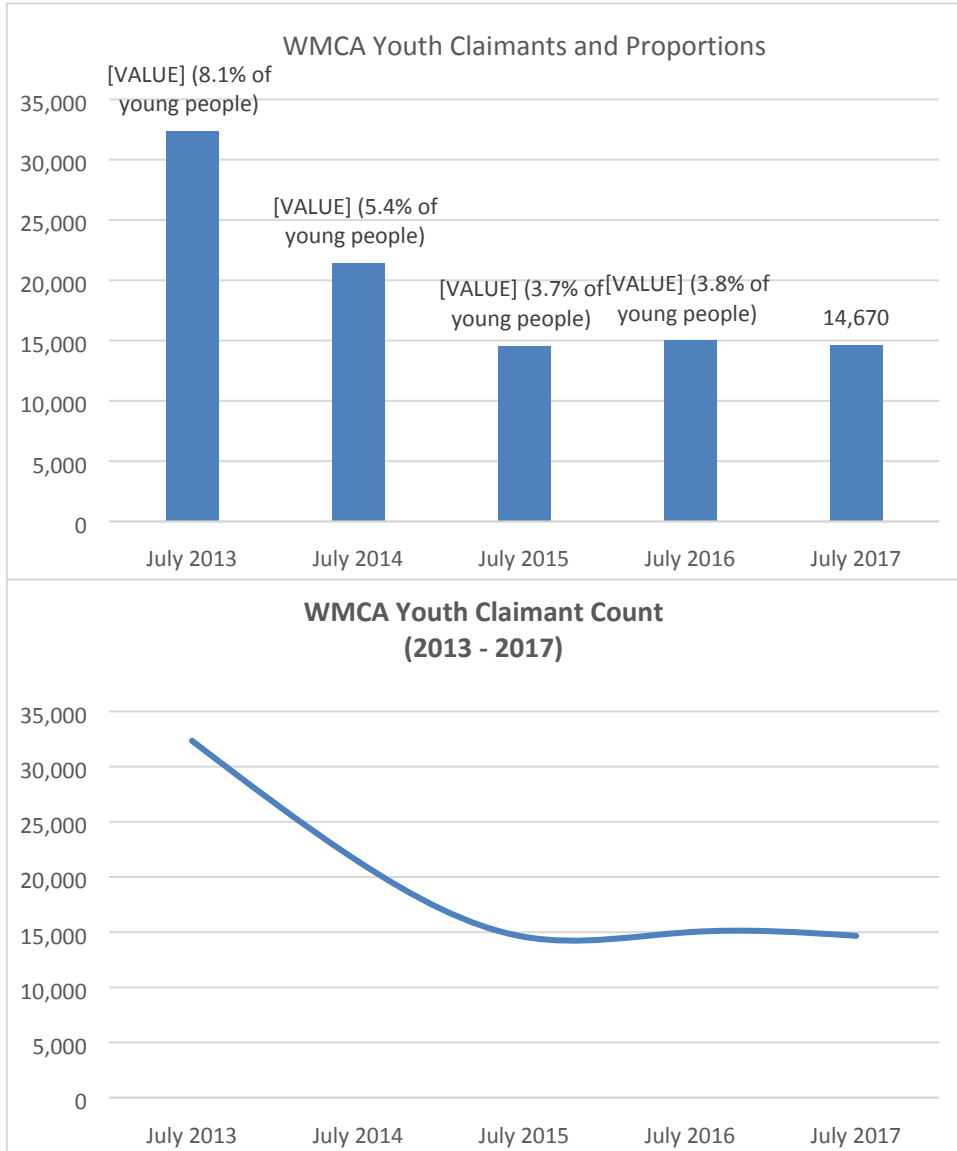
⁴ Figures taken from DWP Nomis claimant count by sex and by age.

⁵ 2017 population estimates are not available.

⁶ Annual percentage change taken on the months of June between 2013 and 2017.

⁷ From April 2015, the Claimant Count includes all Universal Credit claimants who are required to seek work and be available for work, as well as all JSA claimants. Between May 2013 and March 2015, the Claimant Count includes all out of work Universal Credit claimants as well as all JSA claimants. Between October 1996 and April 2013, the Claimant Count is a count of the number of people claiming Jobseeker's Allowance (JSA)

Trend Data: WMCA Youth Claimants

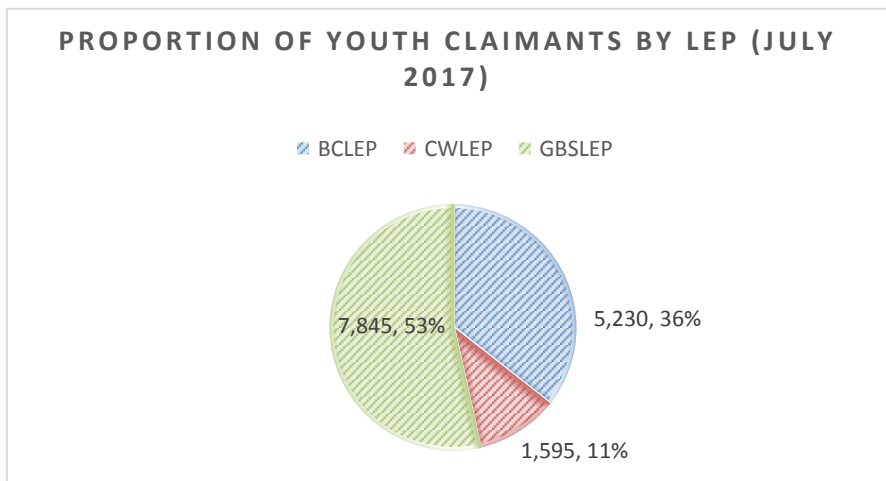


WMCA Youth Claimant Monthly Change June 2016 to July 2017

Date	WMCA	WMCA Absolute Change	WMCA Change %	England	England Absolute Change	England Change %
June 2016	14,680	-350	-2.3%	126,955	-4,415	-3.4%
July 2016	15,005	325	2.2%	128,520	1,565	1.2%
August 2016	15,660	655	4.4%	133,045	4,525	3.5%
September 2016	15,910	250	1.6%	134,305	1,260	0.9%
October 2016	16,175	265	1.7%	136,455	2,150	1.6%
November 2016	15,670	-505	-3.1%	133,320	-3,135	-2.3%
December 2016	14,805	-865	-5.5%	127,060	-6,260	-4.7%
January 2017	14,485	-320	-2.2%	124,885	-2,175	-1.7%
February 2017	15,160	675	4.7%	131,065	6,180	4.9%
March 2017	15,690	530	3.5%	136,985	5,920	4.5%
April 2017	15,650	-40	-0.3%	137,060	75	0.1%
May 2017	15,140	-510	-3.3%	133,280	-3,780	-2.8%
June 2017	14,795	-345	-2.3%	130,230	-3,050	-2.3%
July 2017	14,670	-125	0.8%	129,795	-505	-0.4%

Youth Claimants by LEP

- In July 2017, youth claimants fell fastest in GBSLEP of all LEPs (-1.1%)
- All WMCA LEPs have experienced falls in youth claimants over the past three months.
- In July 2017, 53% of youth claimants in the WMCA are based in GBSLEP, 36% in BCLEP and 11% CWLEP.



Youth Claimants by LEP

Date	Black Country Youth Claimants	Black Country Absolute Change Since Previous Year	Black Country % change	Coventry and Warwickshire Youth Claimants	Coventry and Warwickshire absolute change Since Previous Year	Coventry and Warwickshire % change Since Previous Year	Greater Birmingham and Solihull Youth Claimants	Greater Birmingham and Solihull absolute change Since Previous Year	Greater Birmingham and Solihull % change Since Previous Year
June 2016	5,170	-	-	1,460	-	-	8,050	-	-
July 2016	5,295	125	2.4%	1,575	115	7.9%	8,135	85	1.1%
August 2016	5,530	235	4.4%	1,600	25	1.6%	8,530	395	4.9%
September 2016	5,600	70	1.3%	1,655	55	3.4%	8,655	125	1.5%
October 2016	5,745	145	2.6%	1,705	50	3.0%	8,725	70	0.8%
November 2016	5,605	-140	-2.4%	1,620	-85	-5.0%	8,445	-280	-3.2%
December 2016	5,375	-230	-4.1%	1,525	-95	-5.9%	7,905	-540	-6.4%
January 2017	5,220	-155	-2.9%	1,500	-25	-1.6%	7,765	-140	-1.8%
February 2017	5,430	210	4.0%	1,575	75	5.0%	8,155	390	5.0%
March 2017	5,565	135	2.5%	1,680	105	6.7%	8,445	290	3.6%
April 2017	5,585	20	0.4%	1,675	-5	-0.3%	8,390	-55	-0.7%
May 2017	5,390	-195	-3.5%	1,645	-30	-1.8%	8,105	-285	-3.4%
June 2017	5,270	-120	-2.2%	1,595	-50	-3.0%	7,930	-175	-2.2%
July 2017	5,230	-40	-0.8%	1,595	0	0.0%	7,845	-85	-1.1%

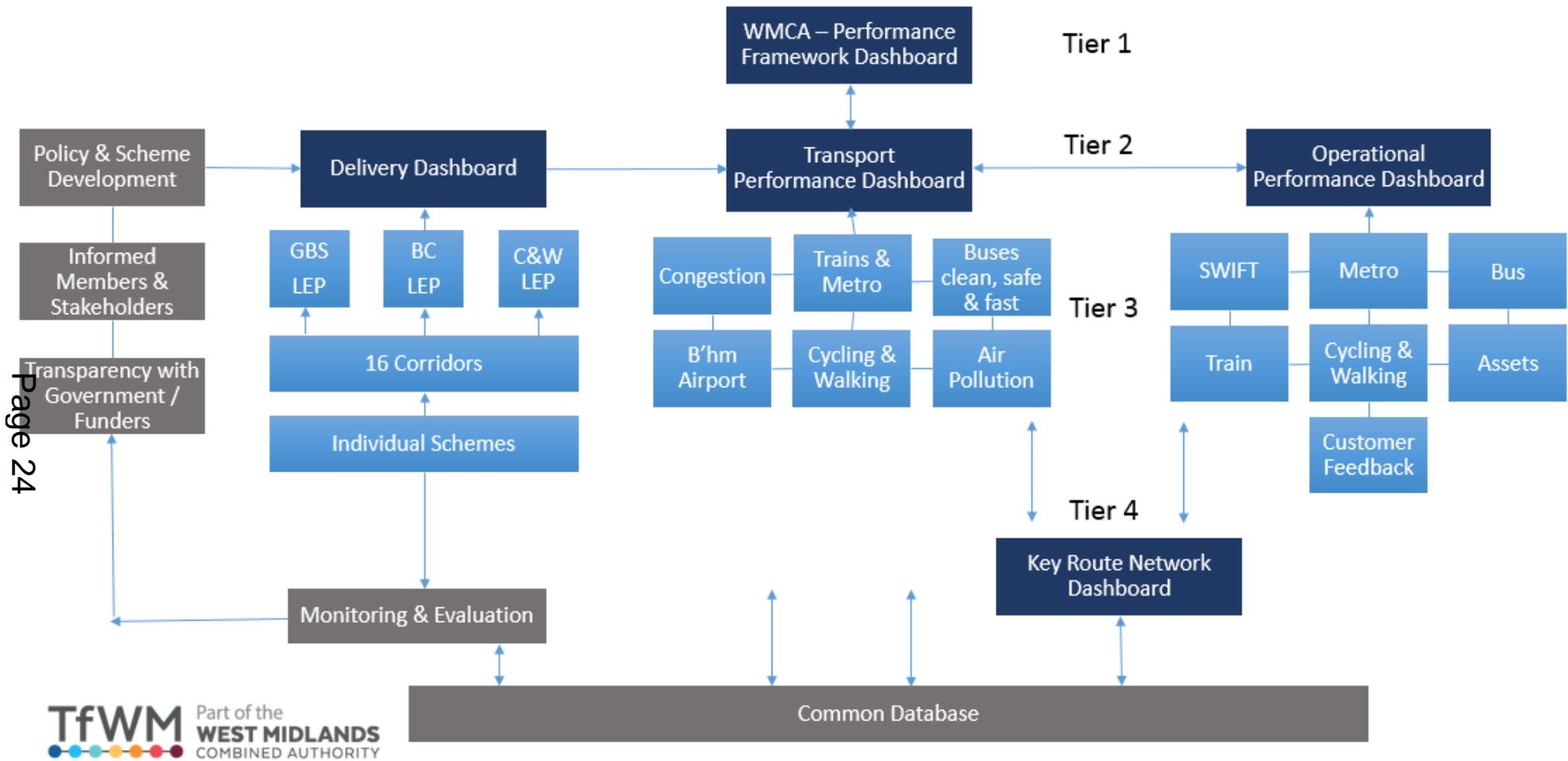
Appendix 3 - Proposed Timeline for Portfolio Performance Reporting 2017/2018 and Timing of Data Releases

13th October 2017	10th November 2017	8th December 2017	January 2018
Portfolio - Transport	Portfolio-- Wellbeing Board & HS2	Portfolio - Housing & Land	Portfolio – Cohesion & Integration & PSR
	Headline PMF Indicator -	Headline PMF Indicator -	Headline PMF Indicator -
	B5. Total Jobs	B3. No. of Business Births P14. Health inequality gap by years between the most and least deprived areas	O1. GVA per Head B1. GVA per employee B2. GVA in transformational sectors
Supporting Indicators -	Supporting Indicators -	Supporting Indicators -	Supporting Indicators -
Claimants - updated monthly	Resident access to centres	Healthy Life Expectancy	Broadband Connectivity
	Employment rate gap for secondary mental health services		
	Earnings		
9th Feb 2017	9th March 2018	13th April 2018	11th May 2018
Portfolio - Economic Growth	Portfolio - Environment	Portfolio - Fiscal	
Headline PMF Indicator -	Headline PMF Indicator -		
B5. No. of Apprenticeships starts	F1: Income & Exp. Balance		
Supporting Indicators -	Supporting Indicators -		
GCSE pass rates	Needs		
Physically Inactive Adults			
22nd June 2018	July 2018		September 2018
Portfolio - Productivity & Skills			
Headline PMF Indicator -			
P4. % of Working Age Population (WAP) with No Qualifications	FULL ANNUAL ECONOMIC REVIEW REPORT		
Supporting Indicators -			
Employment rate; Other Quals			

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ILLUSTRATIVE PROPOSED TIMETABLE

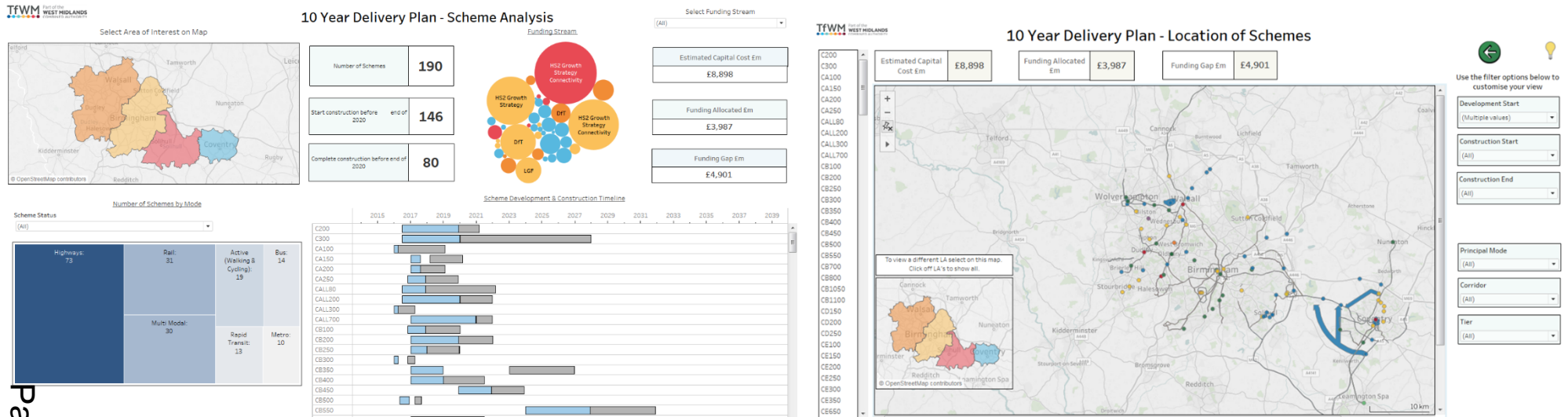
Appendix 4 - Transport Dashboard - Draft Performance Dashboard Systems Architecture



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Appendix 4 - Scheme Delivery Dashboard (Tier 2)

A screenshot of the Scheme Delivery Dashboard is shown below.



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The Scheme Delivery Dashboard provides a view of all strategic level transport schemes across the West Midlands and proposed spend against the CA Investment programme and other funding. Offering interactive functionality enabling users to customise their view e.g. disaggregation by geography, funding or main made.

The look, feel and interactive function of this dashboard is intended to be presentative of that which would be produced for the Transport Systems Performance Dashboard and Operational Dashboard. Each item is clickable to provide further detail on specific groups of data, schemes or geographic areas, and is viewable both in a map based format or infographic.

A LARGE VERSION OF THESE SCREEN SHOTS WILL BE AVAILABLE AT THE BOARD MEETING

Appendix 4 - Transport System Performance Dashboard (Tier 2)

The Transport System Performance Dashboards will provide an easy reference health check of 8 core measures covering:

- Trains,
- Metro,
- Buses,
- Affordability of transport;
- Congestion;
- Air Pollution,
- Walking & Cycling and
- Delivering a world class airport.

Beneath these headlines 2-3 main measures based on current data, alongside a qualitative RAG rating will be provided.

This will include brief commentary on long term trends; recent trends; performance of peers (e.g. other similar urban areas) and forecast performance.

Each of the 8 main measures will be 'unpackable' in further detail with its own sub-dasboard with similar functionality, and each of the metrics in that in further detail as appropriate to the intended audience (strategic through to operational).

Lead a new golden era for trains

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Patronage - trips	54.2m year to July '17 (TfWM)		53.3m year to June '17 (TfWM)	Long-term: grew 6% p.a. 00/01 to 15/16 Recent: no growth (small decline) since 15/16 Peers: growth and plateau pattern in other ITAs too Forecast: growth central to TfWM/WMR vision	TfWM are working with West Midlands Rail to unlock service improvements from the new West Midlands rail franchise, which starts in December 2017.
Satisfaction - passengers satisfied overall	85% (Transport Focus)		87% (Transport Focus)	Long-term: LM locals 81% to 87% since spring 12 Recent: 85% in autumn 16 (87% in spring) Peers: autumn 16; Merseyrail 95%, Northern 81% Forecast: customer to be at heart of WMR plans	
Punctuality - trains arriving not >5 mins late	88% (period 18/06)		89% (period 18/05)	Long-term: improving since 13/14 Recent: exceeding the 80% target set Peers: Merseyrail 96%, Northern 91% Forecast: rail vision targets dependability	

Make buses clean, safe and fast

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Patronage - boards	257.6m year to July '17 (TfWM)		257.8m year to June '17 (TfWM)	Long-term: down 2% p.a. for many years Recent: peak growth, to cities (esp. with new buses) Peers: similar picture across ITAs Forecast: models predict trend to continue	TfWM are working with the West Midlands Bus Alliance to deliver new service improvements, as well as new high quality vehicles to help improve satisfaction
Satisfaction - passengers satisfied overall	85% autumn 2016 (Transport Focus)		87% autumn 2016 (Transport Focus)	Long-term: slight increase in last five years Recent: down from 87% last autumn Peers: ITAs operator range from 81% to 93% Forecast: Bus Alliance objective to get over 85%	
Punctuality buses arriving not >5 mins late	85% Q1 2017 (TfWM)		85% Q4 2016 (TfWM)	Long-term: rising, was 74% in 12/13 Recent: small fall in last quarter Peers: TBC Forecast: Bus Alliance targets major improvement	

....and the Metro

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Patronage - trips	7.8m year to July '17 (TfWM)		7.9m year to June '17 (TfWM)	Long-term: Significant growth seen on Metro Recent: a slight fall from 7.9m in June. Peers: Patronage on light rail/trams in England rose by 6.2% from 2015/16 to 2016/17 and rose on all systems outside London (bar Tyne & Wear Metro). Midlands Metro increased by 29% over this period.	Funding agreements have been secured to commence metro extensions/projects to Edgbaston/Five via Centenary Square and to HS2 / Eastside. The outline business case for funding for the Wednesbury to Brierley Hill extension with submitted to Government in June 2017.
Satisfaction - passengers satisfied overall	92%		81%	Overall satisfaction remains consistent around 90 to 92%. 2015 saw decline to 81% influenced by network improvement works which started in October 2015 during survey fieldwork. In 2016, overall satisfaction stood at 92% in comparison to 93% for all light rail systems in both England and Scotland.	
Punctuality	100% (August '17)		100% (July '17)	Metro punctuality is consistently at 99 to 100%	

Affordability of Travel

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Bus Fares	0.4% above RPI in 2017 (TfWM)		1.0% above RPI in 2016 (TfWM)	Long-term: annual real-terms rises of 1% to 2% Recent: RPI up 1.6%, fares 2.0% (0.4% real-terms) Peers: local bus fares are lower than ITA average	Apprentices and trainees aged 18 or under are to get half price travel on the region's bus and tram network as part of an initiative to help them stay on the career ladder. The scheme will see an extra 31,000 young people across the metropolitan area enjoy the 50 per cent discount. Only those aged between 16 and 18 and in full-time education are eligible for half price travel at present but this will now be extended to those on apprenticeships or traineeships who currently have to pay the full adult fare.
Fuel Costs	July '17. Premium Unleaded: 113.9p, Diesel: 115.4p (BEIS)		Jun '17. Premium Unleaded: 115.5p, Diesel: 117.5p (BEIS)	Long-term: rose to a peak in 12/13, fell back since Recent: fuel costs have been rising for over a year with premium unleaded in May 17 now £7.09 more expensive than May 16 (Diesel +£8.33)	
Satisfaction - Value for Money	2016 - Bus: 62%, Rail: 55%, Metro: 68%	Metro Bus Rail	2015 - Bus: 61%, Rail: 62%, Metro: 62%	Satisfaction with affordability of bus travel has seen a positive longer term trend, moving from 49% in 2011 whereas rail has fluctuated between 54% and 62% over recent years with Metro moving between 62% and 68%. 2016 national scores; Bus: 70%, Rail: 47%, Light Rail: 69%.	

Managing Congestion

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Journey time reliability	50% of journeys have a journey time variability of 40%+		45% of journeys had a journey time variability of 40%+	Between the second and third quarter 2016/17, during the morning peak hour, a large proportion of the network has seen higher levels of journey time variability.	TfWM are working with Local Authority partners to tackle congestion on the West Midlands Key Route Network. The Mayor has launched an action plan to tackle congestion and TfWM have allocated funding from NPIF funding programme to help tackle road bottlenecks at junctions, traffic signal optimisation as well Bus Lane Enforcement.
Average speed	19 kmph (2016, Q3)		21 kmph (2016, Q2)	These short-term trends are in line with longer term observations where road speed has declined in all periods of the day.	
Killed or Seriously Injured	Annual Rolling Total (Dec' 16): 1,101		Annual Rolling Total (Nov' 16): 1,117	<p>Long-term: dramatic reductions over the decades</p> <p>Recent: progress has slowed</p> <p>Peers: this is a UK-wide phenomenon</p> <p>Forecast:</p>	

Super Charging Walking and Cycling

Measure	Latest data	RAG Trend	Previous Period	Commentary on trends	What are we doing
District cycle counts	10.4% (2014/15, DfT)		10.2% (2013/14, DfT)	Long term: Increase in recorded cycle trips since 2013. All WM Local Authorities saw a rise in the % of residents who do any cycling (any purpose, at least once a month) from 2013/14 to 2014/15 apart from Sandwell & Wolverhampton.	TfWM are working with Local Authority partners to develop a local Cycling and Walking Investment Plan. The 2026 Delivery Plan for Transport now includes a Strategic and Local Cycle Network Development Programme, which has been added to existing cycling schemes in the plan.
Cycling spend per head	£7.60		N/A	Using 10 year delivery plan committed schemes for walking and cycling (17/18 £22m committed schemes / 2.9 population)	

Getting a grip on air pollution

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Number of poor days (air quality rated 4 or higher)	Aug '17: 1 day		Jul '17: 3 days	<p>Long term: number of days and severity has decreased over long term</p> <p>Recent: little change over the past year</p> <p>Peers: WM Urban area higher than GM urban area</p>	<p>TfWM are working closely with the impacted Authorities following the publication of the revised National Action Plan to tackle Air Quality. TfWM are working across policy sectors, as well engaging with public health and environmental professionals to help improve coordination across different stakeholders. TfWM officers are also currently developing maps of DEFRA's modelling outputs for the West Midlands.</p>
% of mortality attributable to particulate air quality	<p>2015</p> <p>B'ham 5.1%</p> <p>Coventry 5.0%</p> <p>Dudley 4.8%</p> <p>Sandwell 5.9%</p> <p>Solihull 4.8%</p> <p>Walsall 5.4%</p> <p>W'ton 5.0%</p>		<p>2014</p> <p>B'ham 5.7%</p> <p>Coventry 5.5%</p> <p>Dudley 5.3%</p> <p>Sandwell 6.0%</p> <p>Solihull 5.5%</p> <p>Walsall 5.8%</p> <p>W'ton 5.4%</p>	<p>The number of deaths that can be attributed to particle air pollution in all WM local authorities has fallen from 2014 to 2015 which aligns with the drop in England overall from 5.1% to 4.7%.</p>	
<i>Data on Fleet composition and Ultra Low Emission infrastructure to be sourced</i>					

Support our world-class airport

Measure	Latest data	RAG Trend	Previous period	Commentary on trends	What are we doing
Passengers (rolling 12 month)	<p>12.46m (Jun 2017)</p> <p>(CAA)</p>		<p>12.28m (May 2017)</p> <p>(CAA)</p>	Largely attributed to increase in leisure market through new airlines operating out of the airport.	<p>TfWM are working closely with Birmingham Airport and the Urban Growth Company to ensure that future plans for the UK Central area allows the airport to grow in a sustainable manner, as well improving the wider surface access arrangements to the airport. Highways England has recently revealed a preferred option for M42 Junction 6 improvements, which are supported by all local partners including Birmingham Airport.</p>
Satisfaction	85th		87th	Skytrax world ranking 2017. Up from 87th in 2016. Detailed results unavailable.	



WEST MIDLANDS
COMBINED AUTHORITY

Overview & Scrutiny Committee

Date	21 November 2017
Report title	The Role of the Combined Authority in Air Quality
Accountable Chief Executive	Deborah Cadman, Chief Executive, West Midlands Combined Authority email: deborah.cadman@wmca.org.uk tel. 0121 214 7552
Accountable Employee	Anne Shaw, Director of Network Resilience Email: Anne.Shaw@tfwm.org.uk Tel: 0121 214 7881
Report to be/has been considered by	Audit, Risk & Assurance Committee on 15 September 2017

Recommendation(s) for action or decision:

The Overview & Scrutiny Committee is recommended to:

1. Note the information in this report regarding the role of the Combined Authority in Air Quality issues.

1.0 Purpose

At its meeting on 15 September, Audit, Risk & Assurance Committee had recommended that Overview & Scrutiny Committee review the area of air quality to ascertain whether there was a policy to support the requirements to improve air quality.

2.0 Background

2.1 Duties and Functions

2.1.1 Duties and functions to improve air quality flow from both EU and UK environmental legislation - which contain discrete air quality objectives that must be met - and UK public health legislation - which requires local authorities to take steps to improve the health of its citizens.

2.2 Environmental Legislation

2.2.1 Requirements for EU member states to improve air quality and meet specific objectives are set out in the EU Ambient Air Quality Directive 2008. As the UK is an EU member state, the Government must report its progress towards achieving air quality objectives to the EU. In the event of breaches of the European objectives, infraction proceedings can be progressed through the EU courts and fines administered.

2.2.2 The UK also has environmental legislation setting out legal requirements to manage air quality. Part IV of the Environment Act 1995 sets out national and local roles and responsibilities in the management of air quality. This includes the requirement of the Government to establish a national air quality strategy and requirements of local authorities to monitor, review and manage air quality.

2.2.3 The Air Quality Standards Regulations 2010 define the UK's air quality objectives and were transcribed into UK law from the 2008 EU Directive.

2.2.4 Regardless of EU membership, the UK's obligations to manage air quality and to achieve air quality objectives are enshrined in domestic legislation. However, dependent on the terms and conditions established for the UK's exit of the EU and its future relations with the EU, the requirement to report progress to the EU and the possibility of infraction proceedings in the EU courts for breaching the EU's air quality legislation is still to be determined.

2.3 Local Air Quality Management

2.3.1 DEFRA is the Government Agency responsible for discharging the national functions related to air quality management. As such, DEFRA is the central Government Agency which coordinates the "Local Air Quality Management (LAQM)" regime. DEFRA issues advice, guidance and tools to local authorities to enable them to carry out their duties to manage air quality. In addition, it is to DEFRA that local authorities report their progress in managing air quality.

2.3.2 Through the LAQM system local authorities are required to assess air quality in their area and designate Air Quality Management Areas (AQMA) if improvements are deemed necessary. Where an AQMA is designated, local authorities are required to produce an air quality Action Plan describing the pollution reduction measures it will put in place. Table 1 gives a summary of the current AQMAs in existence in the WMCA area:

2.3.3 The constituent authorities employ environmental protection officers who are broadly responsible for discharging the air quality functions of the 1995 Act.

2.4 Table 1: Summary of AQMAs in the West Midlands metropolitan area

Local Authority	AQMA Declared	Description	Pollutants	Date Declared
Birmingham City Council	Yes	Whole district	NO ₂ and PM ₁₀	2005
City of Wolverhampton Council	Yes	Whole district	NO ₂ and PM ₁₀	2005
Coventry City Council	Yes	Whole district	NO ₂	2009
Dudley Metropolitan Borough Council	Yes	Whole district	NO ₂	2007
Sandwell Metropolitan Borough Council	Yes	Whole district	NO ₂	2005
Solihull Metropolitan Borough Council	No	N/A	N/A	N/A
Walsall Metropolitan Borough Council	Yes	Whole district (NO ₂) and a discrete 1.5-2.0 acre area (PM ₁₀)	NO ₂ and PM ₁₀	2006 (NO ₂) and 2008 (PM ₁₀)

2.5 WMCA Amendments and Functions Order

2.5.1 By virtue of the WMCA Amendments and Functions Order 2017- “the Mayoral Order” – the mayoral WMCA has the same air quality powers and responsibilities under the 1995 Act as the local authorities currently have. These air quality functions are to be exercised concurrently with the constituent authorities. A Memorandum of Understanding (MOU) is needed to frame the best way to manage discharging these functions. It was proposed that the MoU should be written following discussion with all relevant stakeholders and the appointment of the Mayor.

2.5.2 The Mayoral Order could allow constituent authorities to develop a joint AQMA and AQAP that crosses local authority boundaries to be formally declared by the WMCA on their behalf if it is determined appropriate to do so.

2.5.3 At this stage the MOU has not yet been completed but this work will be led by a recently appointed, senior member of staff when they take up their responsibilities. As set out above the Constituent and Non-Constituent Authorities have direct responsibility for air quality management within their areas and it is expected that they would remain the bodies best placed to undertake such action due to their local knowledge.

2.5.4 The work of the Mayoral Combined Authority is expected to be in areas where cross border or Regional measures appear likely to bring benefits that might not otherwise be realisable. The MOU will govern the manner in which these concurrent powers will be exercised by the Mayor.

2.6 Public Health Legislation

2.6.1 The UK's Health and Social Care Act 2012 puts a duty on local authorities to take such steps as considered appropriate to improve the health of citizens and have regard to guidance from the Department of Health's Public Health Outcomes Framework (PHOF) in doing so. The PHOF currently makes provision for the impact of air pollution on health through the inclusion of two indicators, one giving the annual concentration of PM2.5 and the other is the fraction of mortality attributable to fine particulate matter (PM2.5). There is currently no indicator within the PHOF relating to nitrogen dioxide, however, this is likely to be introduced.

3.0 Wider WMCA Implications

3.1 As can be seen from the above, Air Quality is an area which is heavily regulated with UK and EU legislation. At a local level all Local Authorities have duties and responsibilities for monitoring and managing Air Quality. The Constituent Authorities have been active in this area already and now the Combined Authority has been given powers to act concurrently with the Authorities to tackle this issue. What this means in practice is that a partnership approach is being adopted. There is no intention to usurp the activities of each local authority who are best placed to tackle issues at their local level. Where the Combined Authority can bring added value is in creating the conditions to enable create joint working and a more joined up approach.

Obviously problems such as air quality don't stay neatly within existing Borough boundaries and will affect other areas to a greater or lesser extent depending on conditions.

4.0 Financial implications

4.1 No specific financial implications arise from the contents of this report but there are resource implications which would arise if the Mayoral Combined Authority chose to take significant action under its powers. In reality such action may well form part of other programmes and be resourced in that way.

5.0 Legal implications

5.1 The broad legal implications are outlined in the body of the report.

6.0 Equalities implications

6.1 There are clear links between poor air quality and ill health. Ill – health can lead to a wide range of deprivation and economic disadvantage and areas of housing near major roads and other areas of poor air quality are often occupied by communities already suffering from significant inequalities.

6.2 The Combined Authority has clear priorities on improving the health and well being of people in the West Midlands and its powers on air quality may be used to further this objective.

7.0 Other implications

7.1 Non applicable to this report.

8.0 Schedule of background papers

8.1 None.

9.0 Appendices

None

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WEST MIDLANDS
COMBINED AUTHORITY

Briefing Note

Meeting: Overview and Scrutiny Committee
Title: Land Task and Finish Group
Prepared by: Councillor Ian Shires
Email: Cllr.Ian.Shires@walsall.gov.uk
Tel: 01922 658304

1.0 Recommendation

The Overview & Scrutiny Committee is recommended to:

Approve the terms of reference for the Land Task and Finish Group.

2.0 Purpose

To inform the Overview and Scrutiny Committee of the first meeting of the Land Task and Finish Group and the terms of reference agreed by the task and finish group.

3.0 Background

On 2 October 2017 the Land Task and Finish Group held its first meeting.

As part of the meeting the Task and Finish Group heard from the West Midlands Combined Authority Lead for Land and Housing, Councillor Sean Coughlan. A wide ranging conversation took place including:

- The findings of the Land Commission;
- Governance and delivery structures;
- Challenges with meeting housing targets including skills shortages;
- Site identification and land remediation;
- Housing standards and construction methods;
- Void properties;
- Social housing and alternative providers such as co-operatives;
- Black Country Garden Village.

Following the discussion with Councillor Coughlan the task and finish group discussed and agreed detailed terms of reference. These are attached at Appendix 1 to this report.

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Task and Finish Group Name:	Land Task and Finish Group
Committee:	West Midlands Combined Authority Overview and Scrutiny Committee
Municipal Year:	2017/18
Lead Member:	Cllr Ian Shires (Association of Black Country Councils)
Lead Officer:	
Support Officer:	
Membership:	Cllr Dean Carroll (Shropshire) Cllr Peter Douglas-Osborn (Birmingham) Cllr John Glass (Nuneaton and Bedworth representing Warwickshire) Cllr Diana Holl-Allen (Solihull) Cllr Peter Hughes (Sandwell) Cllr John Mutton (Coventry) Cllr Stephen Simkins (Wolverhampton)
Co-opted Members:	Chris Handy (Accord Housing) Nic Bliss (Confederation of Co-operative Housing)

1. Context	The West Midlands Combined Authority (WMCA) Land Commission produced a report and recommendations on land supply to increase the level of housing completions and stock of developable employment sites to deliver the Strategic Economic Plan. The Land Commission report was presented to the WMCA Board in February 2017. This was followed by the production of a Land Action Plan that was presented to the WMCA Board in September 2017.
2. Objectives	The working group have identified four broad areas that affect land supply that they wish to review in order to make recommendations to the WMCA Board in April 2018. The working group will consider matters from a regional perspective and seek to influence the position of the WMCA.
3. Scope	The working group have identified the following four themes to consider: 1. Spatial planning a. Where is development needed and what sites are available. What are they and what challenges do they present? b. Consider available brown field sites. What level of remediation work is required? What is the social impact on investing and developing this sort of site?

	<ul style="list-style-type: none"> c. How do points a) and b) link with areas of deprivation in the WMCA region? d. In non-constituent councils only, consider if development on green belt land is required. e. How can strategic planning have a community focus? <p>2. Forthcoming housing development</p> <ul style="list-style-type: none"> a. Understand the location and numbers of housing development already approved but not being constructed. b. Develop understanding of why there are delays to see if there are common issues. c. Is land banking taking place? If so, where and why? <p>3. What delivery vehicles/methods are required?</p> <ul style="list-style-type: none"> a. What delivery methods are currently used? b. What alternative means are available and how would they improve development delivery? <p>4. How can homes be built differently to improve supply?</p> <ul style="list-style-type: none"> a. Can modular homes with offsite production make a viable contribution to the regions housing target? b. What capacity already exists for modular homes? c. What skills are required for modular homes? d. What have other regions and countries achieved with modular homes? e. Current constraints.
4.	Equalities Implications
	<p>The working group will ensure that its recommendations will take into account the different strands of equality and ensure that no group is disadvantaged.</p>
4.	Who else will you want to take part?
	<ul style="list-style-type: none"> 1. Spatial planning <ul style="list-style-type: none"> a. Regeneration and planning officers b. Contamination experts 2. Forthcoming housing development <ul style="list-style-type: none"> a. Planning and Development Officers at constituent and non-constituent councils. 3. What delivery vehicles/methods are required? <ul style="list-style-type: none"> a. Housing suppliers including: <ul style="list-style-type: none"> i. Registered Providers; ii. Private rented sector landlords; iii. Co-operative providers; iv. Developers; v. Local authority representatives; vi. Estate Agents; vii. Banks; viii. Land Fund.



	4. How can homes be built differently to improve supply? a. Modular home manufacturers.		
5. Timescales & Reporting Schedule			
	Date	Action	To Who
	November 2017	Terms of Reference to be approved	WMCA OSC
	November 2017	Present initial findings on forthcoming housing development and land banking.	WMCA OSC
	March 2018	Present final report and recommendations for approval	WMCA OSC
	April 2018	Pending approval by WMCA OSC report and recommendations	WMCA Board
6. Risk factors			
	Risk	Likelihood	Measure to Resolve
	Being unable to cover all identified themes within the available time.	HIGH	Organise a schedule of meetings to plan ahead where possible. Maintain strategic focus and avoid layers of local complexity.
	Limited officer resource to support the Task and Finish Group may limit its ability to deliver the outcomes it desires.	HIGH	

Date Agreed:		Date Updated:	
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Timetable:

Meeting	Activity
Meeting 1	Agree Terms of Reference
Meeting 2	Consider data on ' Forthcoming housing development ' theme
Meeting 3	Consider ' How can homes be built differently to improve supply? ' with invited guests.



Meeting 4	Consider ' What delivery vehicles/methods are required? ' theme.
Meeting 5	Consider ' spatial planning ' theme.
Meeting 6	Agree conclusions and recommendations



Briefing Note

Meeting: Overview and Scrutiny Committee

Title: Mental Health Commission Task and Finish Group Update

Prepared by: Councillor Peter Hughes (Lead Member)
Sarah Sprung
Email: sarah_sprung@sandwell.gov.uk
Tel No: 0121 569 3200

1.0 Recommendation

1.1 That the Committee note the progress in developing this workstream and provide comments and suggestions for how work may be progressed.

2.0 Purpose

2.1 To apprise the Overview and Scrutiny Committee of developments and progress in relation to the work of the Mental Health Commission Task and Finish Group.

3.0 Background

3.1 The Task and Finish Group conducted a piece of work on behalf of the Mental Health Commission over the summer, this was in relation to Housing First Outcome of Thrive.

3.2 The project scope is attached at Appendix A for information.

3.3 During the course of this work Councillor Hughes has sat on the Housing First Project Group.

3.4 Members of the Task and Finish Group undertook primary research as part of the project to complement the work undertaken on the academic and grey literature.

3.5 The final report is attached for the Committees consideration. A draft has been shared with the Housing First Steering Group owing to time consideration in relation to their work. The value of the primary research conducted by members was felt to be particularly valuable in helping to shape proposals for a pilot project in the West Midlands.

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Scrutiny Review – Scoping Document

Review Title:	Literature Review – Housing First
Work to be carried out by:	Mental Health Task and Finish Group
Date of Review:	July 2017
Purpose of the Review:	
<ol style="list-style-type: none"> 1. To review and summarise the national and international literature, both published and grey, relating to Housing First. 2. From the available literature, to provide commentary on what the evidence suggests in relation to:- <ul style="list-style-type: none"> ○ Consistency or otherwise of cohorts; ○ Types of model; ○ Costs and cost benefits; ○ Applicability to people with complex, multiple needs including mental health challenges; ○ Evidence of outcomes both for recipients of service but also for systems. 3. To draw the above together into a report for the Housing First project group - a first full draft to be provided by mid-August 2017 	
Intended Outcomes:	
To draw together conclusions on current provision in relation to Housing First, with a view to the viability of implementation of a pilot within the West Midlands.	
Officer Group (including partners):	Sarah Sprung
Links to the WMCA priorities:	Mental Health
Reasons for undertaking the review:	
To contribute to the delivery of recommendations from the Mental Health Commission.	
Scoping undertaken by:	Sarah Sprung
WMCA Senior Officer:	Sean Russell
Existing data available for consideration:	
<p>Housing First Guide Europe</p> <p>North Harbour Consulting – The efficiency and effectiveness of the Housing First Support Service Piloted by Depaul in Belfast.</p> <p>Housing First – Housing led solutions to rough sleeping and homelessness – The Centre for Social</p>	

Justice
 Housing First and Social Integration: A realistic Aim – Cogitatio
 Housing First in England – an evaluation on nine services – University of York
 Housing First in England: the principles – Homeless Link
 Housing First or Housing Led? The current picture of Housing First in England – Homeless Link
 Good Practice Briefing: Housing First – Shelter
 Housing First and harm reduction: a rapid review and document analysis of the US and Canadian open-access literature – Harm Reduction Journal
 Housing First Impact on Costs and Associated Cost Offsets: A review of literature – Canadian Psychiatry
 Housing First Feasibility Study for Liverpool City Region (2017)

Review Work Programme:

Task	Method	Lead person(s)	Completion by
Review existing literature	Desk research	Sarah Sprung	4 August
Cost Benefit Analysis	Contact existing pilots using proforma.	T&F Group members – led by the Chair	8 August
Existing Practice in the West Midlands	Call for Evidence Constituent and Non-Constituent Authorities.	Chair / Sarah Sprung	11 August
Prepare first draft of report	Report	Chair/Sarah Sprung	18 August
Sign off of draft by T&F Group	Meeting/agreement via email	Chair/Sarah Sprung	21 August
Report presented to WMCA Scrutiny Committee	Report	Chair/Sarah Sprung	12 September
Review Scoping Checklist		Status	
Draft agreed by Committee			
Draft to relevant Chief Officer(s) for comments			
Draft to relevant Portfolio Lead(s) for comments			
Final version (amended following above steps) shared with Board for confirmation			

Housing First

Literature Review

By: West Midlands Combined Authority Overview and Scrutiny Committee
Mental Health Task & Finish Group

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Foreword by the Chair

WMCA Overview and Scrutiny were very pleased to be able to participate to the work of the Mental Health Commission. The recommendations set out in 'Thrive' give great potential for delivering significant improvement to lives of people across the region.

The specific work in relation to Housing First presents a fantastic opportunity to deliver positive change to individuals in our area that, as yet, have not been able to access the support they need to improve their lives.

Through the work I do locally within my own ward, as a local councillor, I have met individuals that would benefit from Housing First so throughout this process I have been able to really identify with the great potential Housing First holds for delivering positive change to some of the most vulnerable people in our communities.

Although the research we have undertaken has proved that Housing First is able to deliver positive results there are some considerations that will need to be made for such a scheme to work effectively in the West Midlands.

Councillor Peter Hughes

Chair – West Midlands Combined Authority

Lead Member for the Mental Health Commission Task and Finish Group



Introduction

The Mental Health Commission published its final report in January 2017 ([Mental Health Commission Final Report](#)), the report and its recommendations were accepted by the WMCA at which point an Implementation Director was appointed and tasked with taking each of the outcomes forward.

The WMCA Scrutiny Committee received a presentation on taking forward the recommendations from the Commission at its meeting on 21 March 2017. Scrutiny wanted to assist in how these recommendations were taken forward, and so established a Mental Health Commission Task & Finish Group. The Chair then met with the Implementation Director to establish where scrutiny could add the most value in the process. It was quickly established that the recommendation on Housing First could benefit from scrutiny's ability to engage across the CA area.

Theme 2 of the Thrive document set's out the CA's aspirations in relation to Housing First, specifically that the great work already happening in our region will be built upon by trialling an innovative scheme to offer a Housing First service with intensive mental health support in the West Midlands. This scheme will support those with complex needs or who are homeless to move into good quality housing and where possible, into work.

Housing First (HF) is an evidence-based approach to successfully supporting homeless people with high needs and histories of entrenched or repeat homelessness to live in their own homes. The overall philosophy of Housing First is to provide a stable, independent home and intensive personalised support and case management to homeless people with multiple and complex needs.

Methodology

Whilst Housing First is a relatively new concept in the UK, it has been successfully utilised in Canada, America and across Europe for some time. Because of this there is more mature data available to determine the long-term benefits of such schemes. This is important as, at face value, the housing first approach can demand a relatively high cost per head due to the intensity of support needed. However, the long-term benefits of the approach need to be assessed to demine the true value of such a scheme. With this in mind academic research on the benefits of Housing First have been assessed with a view to establishing the potential long term savings that could be realised in the West Midlands from adopting such an approach.

A broad review of data sets from Canada, America and Europe have been used to evaluate the potential cost benefits to establishing a scheme in the west midlands. Research conducted on the nine pilot schemes in the UK have been assessed, although it is accepted that these maybe of limited use when determining cost benefit. However, there may be lessons to be learned from the UK pilots in terms of the approach and design of such services.

Whilst it is recognised that existing research on UK pilots can be utilised, it is acknowledged that this does not present an up to date view of the services. Much of the data available is over 12 months old, particularly in terms of cost benefit it was felt that up to date information needed to be obtained in order to provide accurate information with which the West Midlands Combined Authority could base its decision making upon.

To collect accurate timely data from UK pilots a questionnaire was designed. Members of the task and finish group then contacted housing first pilots to collect data. A broad range of information was collected looking at the design of services, lessons to be learned and cost benefit.

The outcome of this primary research was then assessed against the known value of the schemes being run abroad to provide a balanced view of potential benefits and possible pitfalls.

Outcomes of Housing First

Academic Research

The most mature Housing First Projects can be found in America and Canada, whilst the social welfare systems in these countries are entirely different to that of the UK, the benefits of Housing First in terms of success can be drawn upon. In terms of cost benefit analysis (CBA), given that health and social care have a very different make up to that of the UK cost impacts in these countries may differ.

Housing First was developed in the 1990's and formed the focal point of the US and Canadian Governments approaches to addressing homelessness. The model was developed specifically to benefit chronically homeless individuals with co-occurring mental illness and substance use disorders.

A review of Canadian Schemes was undertaken by Ly & Latimer (2015) specifically focusing on the cost and associated cost offsets of Housing First. The review concluded that there were doubts on whether HF programmes could be expected to pay for themselves. However, the certainty of significant cost offsets, combined with their benefit for participants, meant that they represented a more efficient allocation of resources than traditional services.

Ly & Latimer (2015) also highlighted that costly interventions, involving housing subsidies and supports, were not likely to generate cost offsets equal to the cost of interventions, except for the most costly users.

Stergiopoulos et al (2015) investigated the effectiveness of HF with intensive case management in Canada. They tracked a total of 378 participants over a 24 month period. A proportion of the cohort underwent a HF intervention and a proportion received 'services as usual'. The study found that HF participants spent a significantly greater percentage of time in stable residences, had much higher levels of community functioning and a reduction in the number of days spent experiencing alcohol problems. However, it was found that the number of emergency department visits did not differ significantly between either of the cohort groups.

Quilgars & Pleace (2016) investigated whether HF promoted social integration in individuals previously homeless. In terms of social integration Quilgars & Pleace define this as "the extent to which formally homeless people are able to live, work, learn and participate in their communities to the extent that they wish to, and with as many opportunities as other community members." In their research, they found that several studies had found HF to improve social integration, for example Bretherton & Pleace (2015) and Gulcur et al (2007). Both studies identified that HF increased social integration, particularly where the accommodation for HF resembled that of the general population i.e. not in specialist flats but in accommodation where the wider public may be housed. Bretherton & Pleace's research (2015) found positive evidence around social integration in neighbourhoods and in relation to re-establishing links with family.

A Canadian study by Goering et al (2014) focused on social outcomes of HF reporting improvements in social skills (ability and willingness to interact with others) and in relation to quality of life with an increase in perceived safety and finances. The French study conducted by (Tinland & Psarra (2015)

also supports this view citing that there was a significant improvement in perceived quality of life of those individuals in a HF programme.

Boyle & Palmer (2016) found in their review of the HF Service in Belfast that HF had delivered a significant reduction in alcohol usage for 29% of the cohort and a more moderate reduction for 33% of the cohort. Alongside this it was also found that there was a significant reduction in the number of times individuals had attended Accident and Emergency once they were in their own tenancy with support, presenting at local A&E departments had been replaced with attendance at their GP. Boyle & Palmer (2015) attributed this change in behaviour to clients receiving support and frequent visits from other services. Regular attendance at their GP also helped to identify any health issues early on.

One issue that Boyle & Palmer (2016) did highlight was that service users did suffer a level of paranoia as they were not used to living alone and had felt scared at the start of their tenancy. Positively, for HF, these feelings subsided due to the intensive support in place. Of the cohort examined by Boyle & Palmer identified 38% had improved mental health as a result of the HF intervention and key skills in maintaining a tenancy such as managing money and managing their tenancy and accommodation

Housing First Pilots in the UK

From the Primary research conducted (table attached at Appendix 1) there are key lessons to be learned and areas for consideration.

Firstly, the schemes interviewed were very positive about HF, and cited that the key to success is in achieving the right staff to client ratio, we know from the academic research conducted that clients struggle with isolation, this was backed up by the primary research conducted, with Fulfilling lives investing in a peer mentoring scheme and looking at opportunities to help clients build social networks. It was also considered that the most practical staff to recruit to the project would be all-rounder's, with experience of several areas.

The schemes interviewed cited staffing as paramount to success, with clients' needs being greatest in the first 12 months of participation in the scheme, staff need to be able to provide the intensive support required. Best practice suggests a ratio of 1:5 is most effective for offering clients the level of support needed to deliver positive results from HF. This is supported by the schemes interviewed in this process with Fulfilling Lives advising that they soon realised their ratio of 1:12 would not enable them to deliver the results from HF.

Other practical issues such as sourcing properties was discussed, it is unlikely clients will meet criteria for local authority accommodation which leaves the private sector and other social landlords. Inspiring Change – Manchester initially gained commitment from Social housing groups to provide 15 properties per year, this has now matured to include a mix of private landlords as well. The experience of the schemes indicates that a separation of duties works best for HF schemes with specialist officers working on securing tenancies to those offering support to clients.

A key challenge for the West Midlands will be the geographical area support workers will cover, Fulfilling Lives indicated that a large proportion of support worker time was lost through the distance to travel between clients so some thought needs to be given to the practicalities of the scheme and how it will operate in the West Midlands.

Most HF schemes also have medium term funding in place, which if recruiting private landlords, offers some assurance that clients will receive ongoing support to help them maintain tenancies. Brighton and Hove highlighted that temporary accommodation from private landlords didn't work, the rules governing temporary accommodation didn't fit with clients' lifestyles and so cycles of homelessness repeated.

Manchester also put forward that implementation of their Homeless Charter really helped to create the culture of collaboration to tackle complex problems. Other issues to address when developing a HF scheme were an understanding of how housing allocation policies may impact upon HF. As suggested by St Mungo's in Brighton and Hove political support early on can help to forge a way forward and secure local buy in to the scheme.

The success rate of the schemes interviewed is phenomenal, to achieve this the right investment needs to be secured together with a staffing structure that will allow for both the sourcing of property and for the right level of support to be put in place for clients.

Whilst the academic research does not highlight HF as delivering significant savings, for it to be have a positive effective from a budgetary perspective it needs to focus on those individuals with the highest level of need. The results from successful schemes needs to be viewed from a traditional sense (criminal justice, health and social care) and in terms of added benefit of social integration and individuals being able to play an active part in the community.

Areas for Consideration

1. For Housing First to deliver real cost savings clients selected for the scheme must have multiple complex needs at the highest level. Based upon the criteria of other schemes it is suggested that the following be a starting point (clients would have to meet all of the criteria listed):-
 - i. People with MH problems;
 - ii. Those who have been in the criminal justice system;
 - iii. People at risk of becoming homeless;
 - iv. Those with substance abuse problems.
2. If referrals are to be made by a range of organisations located across the region (e.g. organisations working to address substance abuse). There could be a danger of HF becoming a dumping ground if this is not managed carefully.
3. Staffing - separation of the duties relating to sourcing properties and those relating to supporting clients with a suggested ratio of 1:5 for support workers to clients;
4. Consideration of geographical location of scheme to ensure the amount of time staff have with clients is maximised and not lost in traveling between sites;
5. The potential from adopting a Homeless Charter for the West Midlands to increase awareness and to lever buy in from partners.

Conclusions

Housing first can enhance community integration and have much wider benefits than those realised through clients reduced interactions with services. However, to deliver results from a financial perspective only those clients with the highest level of need should be selected to participate in the scheme. The wider social benefits of HF have the potential to ensure that improvements are more likely to be sustainable and long term.

There are challenges for WMCA to overcome in delivering a successful HF scheme, the sheer geography of the area is considerably larger than other schemes, which presents issues around staff traveling between sites, in addition the potential referral pool of organisations means that the scheme could be overwhelmed with applicants.

Ultimately, when considered as a model to deliver positive change to vulnerable people living in our community HF presents a huge opportunity which should be seized by the WMCA.

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo’s -Brighton and Hove
Who runs the scheme?	Shelter (Charity)	Fulfilling Lives runs project on behalf of the Single Homeless Project.	St Mungo’s under contract from LA. St Mungo’s is a homelessness charity and housing association.
How was it started?	Shelter have an 8-year national HF programme running since 2013. This scheme started in April 2016 funded by the Big Lottery Fund. This scheme is one of 12 Fulfilling lives programmes in the UK.	Operating since 2014. National lottery provided funding to cover the costs of the project over an 8-year period.	A pilot ran in 2013 with the contract being tendered in 2015.
What partners were involved?	Shelter are the project lead. Partners are Self-Help Services providing mental health pathway, Back-on-Track providing employment support, Community Led Initiative providing peer mentoring and connection to groups like AA.	Probation, local authority and addiction/support/action groups.	Originally CLG, now St Mungo’s. Internally – family, children and learning and housing colleagues. Externally – health.
Starting point – no. of properties, tenants?	Manchester Homeless Charter signed up to by social housing groups with commitment to provide 15 houses per year. Now have a mix of social and private landlords across properties. Sourced by extensive initial engagement work with landlords building relationships. Free support offered to landlords.	Early stage a number of staff were recruited part time specifically to work on identifying and recruiting properties in the private rented sector and to work with landlords to provide rent deposits for those struggling to secure accommodation. By August 2017 15 clients had been housed. It can be challenging locating appropriate properties and landlords who are willing to work with clients through HF.	The scheme is commissioned to work with 10 individuals. There is currently 8 spaces for adults and 2 for young people, both of whom are currently care leavers. There are plans to expand this provision through increased CIF money. Initially the properties were temporary accommodation leased from private rented landlords. This created some challenges – trying to put square pegs in round holes as rules governing temporary accommodation don’t support those who have chaotic lifestyles, e.g. remove from property if antisocial behaviour which

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo's -Brighton and Hove
			<p>then removes the statutory duty to rehome them.</p> <p>There are currently 2 clients in council housing (a happy coincidence that they were successful in bidding for properties and not as a result of participation in the scheme), 1 care leaver in temporary accommodation and 7 in private rented accommodation. The housing options service has been very supportive, they have good relations with private landlords.</p>
How was it resourced?	Big Lottery funding.	Existing resources as HF is provided alongside a range of other schemes.	It is part of the housing related support budget.
How is the scheme staffed?	X2 FT Support Workers, x1 FT Housing Development Officer to engage with landlords and source new properties, x1 FT 'Grow' Trainee previously in receipt of Shelter support, x0.3 FTE Team Leader, x0.4 Development Manager for strategic development and engagement. Partners have contract as part of 8-year programme.	<p>HF staff work with eight clients each, though it has been suggested that the ratio reduce to ensure greater efficiency.</p> <p>Staff with a range of skills work on the HF scheme. This includes staff who come from backgrounds specialising in mental health, substance abuse, homelessness and the criminal justice system.</p> <p>There is also a peer mentoring scheme in place and operates alongside staff. Clients find the mentoring very helpful.</p>	3 FTE – 1 manager and 2 workers.

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo's -Brighton and Hove
How are individuals referred to the service?	<p>Self-referred – applies to Manchester City Centre only. Pre-engagement work includes checking acceptance of HF principles/ assessing readiness for independent living. Panel decision including Development Manager, Support Worker and external consultant (volunteer). If not ready for HF other Inspiring change support offered.</p> <p>Qualifying criteria - individuals have to have three out of four qualifying needs: -</p> <ol style="list-style-type: none"> 1. Homeless 2. Mental health issues 3. History of offending 4. Substance abuse issues. 	<p>Only people who meet the following criteria are considered for HF:</p> <ol style="list-style-type: none"> 1. People with MH problems 2. Those who have been in the criminal justice system 3. People at risk of becoming homeless 4. Those with substance abuse problems. <p>Clients must demonstrate that they were struggling with all of these issues.</p> <p>Referrals are made by a range of organisations located across the capital (e.g. organisations working to address substance abuse). There could be a danger of HF becoming a dumping ground if this is not managed carefully.</p>	<p>Initially through the supported housing team. Then each case is considered by a Panel with representatives from Street Outreach, Adult Services, Mental Health and Probation. Once the scheme is full a waiting list is not held as vacancies rarely arise and even when a tenancy is lost, if appropriate the team continue to work with the individual</p>
Lessons learned from the early stages?	<p>Process of adjustment and change to independent living – the support needed by men and women is very different. Home visits are essential. Crucial to engage all stakeholders. Homeless Charter created culture of collaboration to tackle complex problems. It is important to highlight the benefits of free support to landlords.</p>	<p>When the scheme first started staff worked with up to 12 clients, this soon proved to be too many. The national HF organisation suggested a ratio of 1:5, this recognises the level of work involved in supporting clients which can be very intensive, particularly in the first 12 months.</p> <p>Staff undertake regular home visits and there can be a lot of travel involved.</p>	<p>The pilot started with the most challenging and chaotic of clients. Whilst this is the cohort the scheme is designed to support, in order for it to be a success, and whilst engagement with the scheme will ebb and flow, underlying that there needs to be a desire from the client to engage with the scheme. Therefore, suggest that a will to engage is clarified with the client before they join.</p>

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo's -Brighton and Hove
		It is helpful to have a separation between the technical landlord liaison side of the work and the provision of support to clients. What sells HF to landlords is the knowledge that the client living in their accommodation will receive intensive support. The Landlord also needs to have someone to contact about any issues that may occur. HF providers need to ensure that they strike a balance between meeting the needs of the client and the landlord.	
What would you do differently now?	Better understanding of how social housing allocation policies may impact on HF.	Not much! Many clients report that they like the HF approach to providing accommodation but they felt isolated. To address this staff recognised that they need to do more to build social networks for clients. The peer mentoring scheme should also assist with this.	Engage earlier with politicians about the benefits of the scheme.
How many people have taken up tenancies under the scheme since it commenced?	14 people.	15 people.	
Of these how many have maintained tenancies?	100% One property move but still supported in the new tenancy.	90% tenancy sustainment. One client went to prison and one was admitted to hospital due to severe mental ill health.	Only one client has lost a tenancy and had the support of housing first withdrawn. Three other client, with the support of HF have identified that maintaining a tenancy was not suitable for them and have been helped into the most appropriate

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo's -Brighton and Hove
			accommodation to meet their needs i.e. mainstream supported housing/ residential social care.
What targets did you set at the start of the project? How do you measure success?	20-30 tenancies over two years. Big Lottery funding had targets on meaningful activity eg volunteering hours, health improvement etc.	<p>Very few targets – aim to achieve 100% engagement with all those that the organisation works with.</p> <p>Combination of data and interviews to obtain information about.</p> <p>Many clients reported that they are in better mental and physical health as a result of the scheme and are also engaging more in society.</p> <p>There are strong links with the local Police and there is a 30% reduction in offending by those clients who participated in the HF scheme.</p> <p>HF is valued by clients, for many of them it would have been their first tenancy and the first time they felt they mattered to society.</p>	<p>KPI's</p> <ol style="list-style-type: none"> 1. Maintaining independence (keeping the accommodation); 2. 18 -25 – whether engaged in work//learning/training or recovery programme. 3. Over 25's – as above but different emphasis on training due to funding streams differing; 4. Number of A&E attendances (reduction); 5. Number of ambulance callouts (reduction); 6. Number of anti-social behaviour incidents (reduction)
What is the cost per head of delivering the scheme?	£1,500 per head flexible fund in place which is not often used. It provides security for landlords and has been used for things like lock changes.	Difficult to answer – because HF is part of a range of services provided by FLIC the costs are shared with other initiatives making it difficult to provide exact figures.	It is about £10k per head – which is set at the same level as high support hostel. Total budget £120,000 Would recommend that each client has a ring fenced personal budget, which isn't huge but has helped with engagement.

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo’s -Brighton and Hove
	Actual cost per head being evaluated by New Economy at the moment.	The majority of costs relate to the intensive support which is particularly intensive in the first 12 months – the scheme would not work well if an attempt is made to deliver it at a lower cost.	Clients have chosen, for example, a piano and calligraphy lessons.
Have you done any work on cost benefit analysis relating to potential long term benefits of the scheme?	Work being carried out by New Economy.	Work is being undertaken by HF England project.	Brighton & Hove are in the process of commissioning an academic review into the project, jointly with Westminster Council. This is likely to be out for tender in the next two months and will investigate the cost benefit element.
Additional Information		<p>The most appropriate people to recruit to work on HF are all-rounder’s with knowledge on several areas as this enables them to support clients with a range of complex needs.</p> <p>HF has not been easy to introduce – a particular challenge has been engaging landlords. At the start of the process some landlords were offered incentives to encourage them to participate. However over time landlords have started to value participation in the scheme. Landlords value the additional support that is available through HF.</p>	Context: Brighton has a tough housing market with very high rents, it also has the second highest rate of rough sleeping in the UK after Westminster.

Primary Research – Interviews with Housing First Schemes operating in the UK			
Question	Inspiring Change – Manchester	Fulfilling Lives – Islington and Camden (FLIC)	St Mungo's -Brighton and Hove
		<p>Matchmaking clients with landlords is one operational consideration that HF providers need to be aware of. Some landlords use agents to manage their properties on their behalf whilst others make themselves available for clients to contact. In some cases clients prefer to liaise with a second party in the form of an agent. In other cases clients appreciate the opportunity to liaise directly with the landlord. These preferences and existing arrangements should be taken into account when matching accommodation.</p>	

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Briefing Note

Meeting: Overview and Scrutiny Committee

Title: Skills & Productivity Task and Finish Group Update

Prepared by: Claire Spencer
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Tel No: 07878 792 763

1.0 Recommendation

The Overview & Scrutiny Committee is recommended to:

1. Note the draft proposals for the work programme for the Skills & Productivity Task and Finish group.

2.0 Purpose

- 2.1 The Skills & Productivity Task and Finish Group has a remit as broad as that of the Commission itself, and as there is nothing in the way of post-decision scrutiny that can yet be undertaken. Cllr Spencer (Chair) has been exploring ways to focus the committee's resources, with a view to advancing the work of the Commission – this has included several meetings with Nick Page (Chief Executive, Solihull MBC), Rachel Egan (Skills Lead, WMCA), and several meetings with representatives from the West Midlands Further Education Skills and Productivity Group, including with its Chair, Lowell Williams (Principal, Dudley College).
- 2.2 Pending discussion with the S&P Task and Finish Group at their first meeting at the end of November, the Chair suggests the following areas of focus:
 - 2.2.1 ***What is the CA doing to ensure that children and adults choose the skills pathways we need?*** This enquiry would contain two elements. In one session, the committee would receive a comprehensive briefing on the skills challenge, to cover our regional skills base and demand, the nature of apprenticeship take-up, and the tensions between supply of and demand for technical skills. In

the second session, the committee will call a series of expert witnesses – including from the Welsh Assembly – to push them for solutions, encouraging them to think beyond the boundaries of the mooted skills devolution.

2.2.2 **How do we compare to the world's most productive city regions?** The WMCA Strategic Economic Plan aims to bring the region in line with the UK average – but globally, UK cities lag behind their counterparts in other parts of the world. Cllr Claire Spencer has arranged a briefing from Delma Dwight at the Black Country Economic Intelligence Unit to assess the availability of benchmarking data.

2.2.3 **Sector skills plans:** Cllr Peter Hughes has requested that we examine the skills gaps in one of the two areas that the WMCA is preparing sector skills plans for – namely construction. Cllr Claire Spencer is also exploring the potential for skills plans linked to Public Service Reform objectives, which she has raised with the Interim Director of Public Service Reform, Henry Kippin.

2.3 Next steps – the Skills and Productivity sub group will meet to discuss and refine these objectives, and to arrange the timetable for this work to be concluded and reported back to the full Overview & Scrutiny Committee before the May 2018 elections.

3.0 Background

Devolution of Adult Skills Budget

3.1 On 4th August, the Department of Education wrote to WMCA to confirm that delivering full devolution of the Adult Education Budget (AEB) as originally intended could not take place without unmanageable risks to the Further Education sector and learners due to time lost during the General Election period.

3.2 Initial proposals for the transitional year were outlined and confirmed in a further letter from the Department received on 1st November. This letter outlined two options for consideration: a transition option and a delegation option. WMCA Board approved the transition option at the Board meeting of 10th November.

3.3 At WMCA Board on 10th November, Mayor Andy Street suggested that there would be news on this area of devolution in time for the Budget statement on 22nd November.



WEST MIDLANDS
COMBINED AUTHORITY

Briefing Note

Meeting: Overview and Scrutiny Committee

Title: Budget Task and Finish Group

Prepared by: Piggott-Smith

Email: earl.piggott-smith@wolverhampton.gov.uk

Tel No: 01902 - 551251

1.0 Recommendation

The Overview & Scrutiny Committee is recommended to:

Note activity and planned activity of the Budget Task and Finish Group and approve the draft terms of reference.

2.0 Purpose

To brief the committee on the work Budget Task and Finish Group.

The following is a summary of the work undertaken to date and planned future activity:

- Background information has been shared with members of the group of examples of good practice to support its approach to scrutinising the WMCA budget plans.
- Members of the group attended a meeting of the GLA Budget and Performance Committee at the London Assembly on 28 September 2017. The aim of visit was to observe the working of the committee and its approach to scrutinising the London Mayor's budget proposals.
- A further visit has been planned for 22 November 2017 to observe the detailed scrutiny of the GLA Budget 2018/19 and presentation by the Mayor of the planned budget proposals.
- A draft term of reference has been prepared which sets out remit of the Budget Task and Finish Group. A copy of the draft is attached at Appendix 1.

- A briefing session has been arranged 24 November 2017 for members to give details of the WMCA budget activity and process for scrutinising the budget before it is submitted to the WMCA Board for approval. Linda Horne, Head of Finance, and Louise Cowen, Financial Services Manager will lead the presentation.
- The group will be meeting on during w/c 8 January 2018 for the group to consider the integrated plan and budget proposals. The group will agree a schedule of future meetings based on the published timetable and agenda items.

Budget Task and Finish Group Draft Terms of Reference

Overall approach to scrutiny

1. To assist in the development of WMCA policy through scrutinising draft policies, improving and refining existing policies that support the vision for the regeneration of the West Midlands region.
2. Scrutiny should be outcome focused and take a rigorous approach to prioritising its work.
3. To demonstrate an objective non-party political and evidence based approach to overview and scrutiny.

Terms of Reference

1. To scrutinise the progress of the WMCA against the performance management framework standards and targets in the Strategic Economic Plan and the Mayors Renewal Plan; including the questioning of the Mayor, members of the WMCA Board and senior officers to address the causes of any poor performance against targets or expected outcomes.
2. To examine at each stage of the budget consultation process the Mayor's budget proposals for the current and future financial year and to report findings and recommendations to the Overview and Scrutiny Committee.
3. To examine, monitor and report to the Overview and Scrutiny Committee on matters related to the budget and performance of the WMCA Board as appropriate.
4. To evaluate executive decisions and challenge decisions of the WMCA Board through call-in where this is considered appropriate, as defined in the Constitution.
5. To consider budget and performance matters relating to the Strategic Economic Plan at the request of Overview and Scrutiny Committee.
6. To respond on behalf of the Overview and Scrutiny Committee to consultation and similar processes within its terms of reference.
7. To promote the role and value of budget scrutiny within and outside the WMCA and develop positive working relationships with officers and other stakeholders including the public.

Frequency of Meetings

The Task and Finish Group shall determine the frequency and timing of its meetings in order to best carry out the responsibilities above.

Membership

To be determined by the WMCA Overview and Scrutiny Committee annually.

Cllr Stephen Simkins - Chair

Cllr Peter Douglas Osborn

Cllr John O'Shea

Cllr Kate Wild

Cllr Claire Spencer

Cllr John Mutton

Cllr Richard Brown

Governance

The Task and Finish Group shall operate in accordance with WMCA's Constitution.

3.11.17



Briefing Note

Meeting: Overview and Scrutiny Committee

Title: Governance Task and Finish Group – Progress

Prepared by: Councillor John McNicholas (Lead Member)
Sarah Sprung
Email: sarah_sprung@sandwell.gov.uk
Tel No: 0121 569 3200

1.0 Recommendation

- 1.1 That the Committee note the progress in developing this workstream and provide comments and suggestions for how work may be progressed.
- 1.2 That the Committee delegate authority to the Task and Finish Group, in consultation with the Chair and Vice Chairs, to put forward comments and recommendations to the meeting of the West Midlands Combined Authority Board on 8 December 2017, in relation to the West Midlands Fire Service Governance Review.

2.0 Purpose

- 2.1 To apprise the Overview and Scrutiny Committee of developments and progress in relation to the work of the Governance Task and Finish Group, following the first meeting of the Group on 17 November 2017.

3.0 Background

- 3.1 The Task and Finish Group met for the first time on 17 November 2017 to consider its terms of reference and the scope for its initial piece of work in relation to the transition of West Midlands Fire and Rescue Authority (WMFRA).
- 3.2 In relation to the terms of reference, it was felt that a broad spectrum would suit the purposes of the Group, and enable the scrutiny of any aspect of WMCA governance. Whilst WMFRA would be the subject of the first review, the Group would like to look at other aspects of WMCA governance in future.
- 3.3 It was felt that using the Principles of Good Governance, as the foundation for the Groups Terms of Reference, would ensure that work undertaken would add value

to the WMCA and also improve accountability and transparency in decision making, a core element of good scrutiny.

- 3.4 In relation to the scope of the work on WMFRA, the Group discussed the timeline for the work. It also noted that the last Constituent Authority to formally approve the proposed governance arrangements for the transition of WMFRA to WMCA was Coventry City Council, with its Full Council meeting due to take place on 5 December 2017.
- 3.5 The WMCA Board is due to meet on 8 December 2017 to ratify arrangements on WMFRA, following which a public consultation will commence. At the end of the consultation period no changes can be made to the proposed arrangements, although consultation responses will be forwarded to the Secretary of State.
- 3.6 The Group would like to review comments from each of the Constituent Authorities, and put forward any appropriate comments and recommendations to the WMCA Board on 8 December.
- 3.7 Bearing in mind this Committee's requirement for a two thirds quorum, it would not be practical to call a meeting of the WMCA Scrutiny Committee prior to the WMCA Board meeting. For this reason, Committee members are asked to delegate authority to the Governance Task and Finish Group, in consultation with the Chair, to put forward comments and recommendations to the Board.

Appendix 1 – Governance Task and Finish Group Terms of Reference

Appendix 2 – Scoping Document - WMFRA

Governance Task and Finish Group Terms of Reference

Purpose

To ensure that the West Midlands Combined Authority operates effectively and efficiently and that it is open and transparent in its activity and decision making.

Responsibilities

1. To apply the Good Governance Standard for Public Services to areas of the WMCA identified for focus. The standard is based on six core principles as follows: Good governance means:-
 - i. Focusing on the organisation's purpose and on outcomes for citizens and service users.
 - ii. Performing effectively in clearly defined functions and roles.
 - iii. Promoting values for the whole organisation and demonstrating the values of good governance through behaviour.
 - iv. Taking informed, transparent decisions and managing risk.
 - v. Developing the capacity and capability of the governing body to be effective.
 - vi. Engaging effectively with stakeholders and making accountability real.
2. To engage local authority scrutiny in the process, where relevant, to ensure that local intelligence is utilised and that outcomes reflect local need.
3. To submit findings to the WMCA Overview and Scrutiny Committee for consideration.

Outcomes

The Task and Finish Group shall make recommendations to the WMCA Overview and Scrutiny Committee in relation to the responsibilities above. When such recommendations are made, and agreed by the Committee, these will be submitted to the WMCA Board for consideration at its next available meeting.

Frequency of Meetings

The Task and Finish Group shall determine the frequency and timing of its meetings in order to best carry out the responsibilities above.

Membership

The membership of the Task and Finish Group is determined by WMCA Overview and Scrutiny Committee.

Governance

The Task and Finish Group shall operate in accordance with WMCA's Constitution.

Scrutiny Review – Scoping Document

Review Title:	Governance Task and Finish Group
Work to be carried out by:	Cllr John McNicholas (Lead Member) Gennie Holmes (Lead Officer) Cllr Yvonne Mosquito Cllr John O’Shea Cllr Kate Wild Cllr John Glass
Date of Review:	The review needs to be completed by the end of the public consultation period in early March 2018 (exact date to be confirmed)
Purpose of the Review:	
<p>Working within the terms of reference, to review the governance structure in the proposed Scheme for the transfer of the West Midlands Fire Service within the West Midlands Combined Authority and the creation of a Mayoral Fire Advisory Committee, as part of the public consultation.</p> <p>The group will focus on the governance structures in the proposed scheme on behalf of the WMCA Overview and Scrutiny Committee to identify recommendations to put forward to the Secretary of State. As part of the public consultation, and also to provide a transferable governance model for future reference.</p> <p>The group will ensure that there are robust scrutiny structures in the scheme that enable accountability and transparency in decision making.</p> <p>There are five key “red line” areas that are fundamental to the proposed scheme:</p> <ul style="list-style-type: none"> • Effective ring fencing of future core funding and precept income (essential for protecting WMFS budget for deliver prevention, protection and response activities by the fire service) • Establishment of the Mayoral Fire Advisory Committee of 15 Members as set out (essential for retaining and broadening LA connections with fire and rescue service, retaining lead member principle etc) • Appointment of Chair of the Fire Committee (need to secure wording that ensures that the Mayor in appointing Chair has due regard to the views of the WMCA, the Committee and the political balance across the West Midlands) • The Chief Fire Officer maintaining full accountability for operational functions of the service (essential to maintain the operational excellence and response times which currently exist) • The Home Office should be expected to consult WMCA and the 7 LA’s on any draft order for future WMFS governance before they seek Parliamentary approval for it. There is no legal requirement for them to do this but clearly any order for revised fire service governance which did not meet all these ‘red line’ areas as set out in the draft scheme would be unacceptable to WMFS, WMCA and the 7 individual Councils. 	

In particular the task and finish group will focus on:

- Political proportionality of the Mayoral Fire Advisory Committee and required quorum
- The role of the Mayor and the Combined Authority in the process for appointment of the Chair of the Mayoral Fire Advisory Authority
- The role of the WMCA O&S Committee in scrutinising decisions of the Mayor in relation to the Fire Service and the relationship with the Mayoral Fire Advisory Committee.

Intended Outcomes:

- To identify recommendations for the Secretary of State for consideration when designing the draft order and a transferable model for future reference
- To identify how the proposed Fire Committee may work with WMCA Overview and Scrutiny and whether there may need to be adjustments to the scrutiny structure to ensure robust scrutiny can be applied to this new area of responsibility for the WMCA.

Officer Group (including partners):

Links to the WMCA priorities:

The transfer of WMFS to the Combined Authority is part of the devolution journey,

Reasons for undertaking the review: To ensure that the transition of WMFA to WMCA is open and transparent and that consideration is given to how WMFS will integrate into existing WMCA governance arrangements.

Scoping undertaken by:

Gennie Holmes

WMCA Senior Officer:

Tim Martin

Existing data available for consideration:

- Governance Review Document - [Governance Review](#)
- Proposed scheme - [Proposed Scheme](#)

(These links are to Sandwell's committee papers, but are the same documents provided to all 7 LA's)

- Briefing note attached
- Work programme of Fire Scrutiny Committee
- Feedback and recommendations from 7 LA's on the proposed scheme

Review Work Programme:

Task	Method	Lead person(s)	Completion by
Agree scope and TOR			17/11/17
Feedback progress to WMCAOSC	Tabled report	Cllr McNicholas	21/11/17
Consider the proposed scheme and the consultee list			15/12/17
Consider the current work programme of the current Fire Scrutiny Committee			15/12/17

Consider feedback from 7 LA's on the proposed scheme			3 rd meeting (date to be agreed)
Identify recommendations for amendments to the proposed scheme and any additional consultees			3 rd meeting (date to be agreed)
Report back to WMCAOSC			20/3/18
Submit recommendations as part of the public consultation			End of public consultation period
Review Scoping Checklist		Status	
Draft agreed by Committee			
Draft to relevant Chief Officer(s) for comments			
Draft to relevant Portfolio Lead(s) for comments			
Final version (amended following above steps) shared with Board for confirmation			

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WMCA Overview & Scrutiny Committee - Forward Plan

Title of Report	Description of Purpose	Date of Meeting	Lead Officer/Member
Mental Health Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	23 January 2018	Councillor Peter Hughes
Land Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	23 January 2018	Councillor Ian Shires
Skills and Productivity Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	23 January 2018	Councillor Claire Spencer
Budget Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	23 January 2018	Councillor Stephen Simkins
Governance Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	23 January 2018	Councillor John McNicholas
Integrated Plan	Consideration of the Integrated Plan & Budget	23 January 2018	Linda Horne
Devolution II Update	To receive a progress update on the Devolution II	23 January 2018	Julia Goldsworthy

Title of Report	Description of Purpose	Date of Meeting	Lead Officer/Member
General Data Protection Regulation (GDPR)	To receive an update on GDPR and the CA's approach and plans to cope with the new GDPR Regs before they become enforceable in May 2018	23 January 2018	Tim Martin
Mental Health Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	20 March 2018	Councillor Peter Hughes
Land Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	20 March 2018	Councillor Ian Shires
Skills and Productivity Commission Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	20 March 2018	Councillor Claire Spencer
Budget Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	20 March 2018	Councillor Stephen Simkins
Governance Task & Finish Group	To provide a progress update on the work of the Task and Finish Group	20 March 2018	Councillor John McNicholas