

A meeting of the
West of England Combined Authority Committee

will be held on

Date: Thursday 7 December 2017

Time: 9.30am

Place: City Hall, Bristol City Council, College Green, Bristol, BS1 5TR

Notice of this meeting is given to members of the West of England Combined Authority as follows:

Mayor Tim Bowles, West of England Combined Authority
Cllr Tim Warren, Bath & North East Somerset Council
Mayor Marvin Rees, Bristol City Council
Cllr Matthew Riddle, South Gloucestershire Council

Copies sent to:

Cllr Craig Cheney, Bristol City Council (substitute for Mayor Marvin Rees)
Cllr Toby Savage, South Gloucestershire Council (substitute for Cllr Matthew Riddle)

Enquiries to:

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West of England Combined Authority Office,
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West of England Combined Authority Committee Agenda

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- Inspect agendas, reports and minutes of the WECA and all WECA Committees and Sub-Committees for up to six years following a meeting.
- Inspect background papers used to prepare public reports for a period public reports for a period of up to four years from the date of the meeting. (A list of background papers to a report is given at the end of each report.) A background paper is a document on which the officer has relied in writing the report.
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1. EVACUATION PROCEDURE

In the event of a fire, please await direction from the Bristol City Council staff who will help assist with the evacuation. Please do not return to the building until instructed to do so by the fire warden(s)

2. APOLOGIES FOR ABSENCE

To receive apologies for absence from Members.

3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

Members who consider that they have an interest to declare are asked to: a) State the item number in which they have an interest, b) The nature of the interest, c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest. Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

4. MINUTES

To consider and approve the minutes from 30 October 2017 of West of England Combined Authority Committee Meeting.

5. CHAIR ANNOUNCEMENTS

To receive announcements from the Chair of the West of England Combined Authority.

6. COMMENTS FROM CHAIR OF LOCAL ENTERPRISE PARTNERSHIP

To be presented by the Chair of the West of England LEP.

7. ITEMS FROM THE PUBLIC

Members of the public can speak for up to 3 minutes each. The total time for this session is 30 minutes so speaking time will be reduced if more than 10 people wish to speak.

If you wish to present a petition or make a statement and speak at the meeting, you are required to give notice of your intention by noon on the working day before the meeting by e-mail to democratic.services@westofengland-ca.gov.uk. **The deadline is 12pm Wednesday 6th December.**

If you wish to ask a question at the meeting, you are required to submit the question in writing to democratic.services@westofengland-ca.gov.uk no later than 3 working days before the meeting. **The deadline is 5pm Friday 1st December.**

8. PETITIONS

Any member of the West of England Combined Authority may present a petition at a West of England Combined Authority Committee Meeting.

9. PAY POLICY STATEMENT

The report seeks the Committee's agreement to the Authority's Pay Policy Statement for 2017/18.

10. WEST OF ENGLAND COMBINED AUTHORITY TRANSPORT DELIVERY FOR 2018/19

To set out proposals for the delivery of WECA's Integrated Transport Authority functions for 2018/19.

11. INVESTMENT FUND – METROWEST PHASE 1

To consider a funding allocation to support the delivery of MetroWest Phase 1 linked to the submission of a Large Major Schemes bid.

12. ANY OTHER ITEM THE CHAIR DECIDES IS URGENT

Next meeting: Friday 2 February 2018

WEST OF ENGLAND
Combined Authority

BATH & NORTH EAST SOMERSET
BRISTOL
SOUTH GLOUCESTERSHIRE

DRAFT Minutes of the meeting of the West of England Combined Authority 30th October 2017

Members:

Mayor Tim Bowles, West of England Combined Authority
Cllr Tim Warren, Bath & North East Somerset Council
Mayor Marvin Rees, Bristol City Council
Cllr Matthew Riddle, South Gloucestershire Council

1.	<p>Welcome & Introductions</p> <p>Tim Bowles welcomed everyone to the meeting of the West of England Combined Authority and introduced his colleagues Councillor Tim Warren, Leader of Bath & North East Somerset Council; Mayor Marvin Rees of Bristol; Councillor Matthew Riddle, Leader of South Gloucestershire Council, and Professor Stephen West, Chair of the Local Enterprise Partnership.</p> <p>The Chair made a safety announcement in relation to the fire/emergency evacuation procedure and reminded attendees that the meeting was being webcast live, and that a recording would be available on the website following the meeting.</p>
2.	<p>APOLOGIES FOR ABSENCE</p> <p>None</p>
3.	<p>DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011</p> <p>There were no declarations of interest.</p>
4.	<p>MINUTES</p> <p>Resolved:</p> <p>That the minutes of the meeting on 15th September 2017 be confirmed as a correct record.</p>
5.	<p>CHAIR ANNOUNCEMENTS</p> <p>Tim Bowles thanked Cllr Warren and colleagues at Bath and North East Somerset Council for hosting the meeting.</p> <p>The Chair provided a short introduction to the agenda which included:</p> <ul style="list-style-type: none"> • funding to develop schemes that will make a significant difference to residents and businesses across the region by improving transport routes and investing in infrastructure to support building new homes. • the planned programme of work and timetable for delivery of WECA's transport functions. • next steps for the devolution of the Adult Education Budget to the Combined Authority and the funding to enable a pilot project that will provide employment support where it is most needed. • the budget outturn which includes proposals to ensure there are appropriate resources in place to support delivery, together with more operational matters including organisational policies and minor changes to the constitution.

6.	<p>COMMENTS FROM CHAIR OF LOCAL ENTERPRISE PARTNERSHIP</p> <p>Professor Stephen West reported that the LEP were preparing for Government's review of the future role of LEPs which will look at the interface between Combined Authorities and LEPs across the UK.</p> <p>He advised that the LEP were in the process of reinvigorating the LEP Board, through a formal process to identify leading business and university members who can fulfil the function of advising the Unitary Authorities and Combined Authority. This advisory role needs to be strategic and look 10 or 20 years ahead. Crucially the LEP role is to hold the leaders/mayors to account for delivery against the key themes, which align with the Industrial Strategy - homes/employment, infrastructure (both physical and digital) and skills.</p> <p>He stressed the importance of ensuring growth is sustainable and inclusive and that we make strides to develop our own industrial strategy sitting alongside the national strategy.</p> <p>The Chair thanked Professor Stephen West for his comments and for the work of the LEP Board.</p>
7.	<p>ITEMS FROM THE PUBLIC</p> <p>One set of questions had been submitted. A written response has been provided and will be appended to the minutes of the meeting.</p> <p>The Chair confirmed that 10 questions received related to the Joint Committee and these had been referred to this Committee.</p> <p>The Chair confirmed that 12 statements had been received and invited attendees to speak in the order their statements had been received.</p>
7.1 and 7.2	<p>David Redgewell raised concerns that in his opinion there were not enough officers dealing with infrastructure projects and activities at WECA. He also outlined his concerns relating to bus access to Bristol Temple Meads station during the construction works for the Temple Circus.</p> <p>The Chair noted the points raised in the two statements and thanked Dave Redgewell for his comments.</p>
Item 3	<p>Stephen McErmus spoke of his concerns regarding the feasibility study for the A36-A46 link and the importance of being clear about scheme objectives and the wider strategic context.</p> <p>The Chair noted the points raised in the statement and thanked Stephen McErmus for his comments.</p>
Item 4	<p>Cllr Mark Weston raised concerns that in his opinion there was not enough reference to rail within the transport reports. He spoke about the opportunities he felt rail represented, and his view that the decision on the Henbury Loop should be reviewed and measures taken generally to address station accessibility.</p>

	The Chair noted the points raised in the statement and thanked Cllr Weston for his comments.
Item 5	<p>Tom Marshall spoke regarding the A36-A46 link. In his opinion there was a need to look for a strategic solution and for the study to focus on the full range of options to deliver the objective of reducing through traffic in Bath.</p> <p>The Chair noted the points raised in the statement and thanked Tom Marshall for his comments.</p>
Item 6	Jean Pearse did not attend to speak in person but her statement is attached to the minutes.
Item 7	<p>Christina Biggs noted the 6 stations identified in the Joint Transport Study. In her opinion this did not go far enough in delivering the ambition for rail, and she stressed the need to lobby Network Rail to deliver key enabling infrastructure.</p> <p>The Chair noted the points raised in the statement and thanked Christina Biggs for her comments.</p>
Item 8	<p>Nikki Jones raised the issues of climate change and air quality which she considers require urgent action, with transport being, in her opinion, a key focus as a major contributor.</p> <p>The Chair noted the points raised in the statement and thanked Nikki Jones for her comments</p>
Item 9	<p>Olga Taylor spoke in support of the Platform 1 lighting application by the Pilning Station Group to the GWR Customer and Communities Fund.</p> <p>The Chair noted the points raised in the statement and thanked Olga Taylor for her comments</p>
Item 10	Cllr Charlie Bolton did not attend to speak in person but his statement is attached to the minutes.
Item 11	<p>Cllr Clive Stevens spoke regarding the Joint Spatial Plan, the issue of sustainability and the need to provide affordable homes.</p> <p>The Chair noted the points raised in the statement and thanked Cllr Stevens for his comments</p>
Item 12	Martin Garrett did not attend to speak in person but his statement is attached to the minutes.
8.	<p>PETITIONS</p> <p>No petitions were presented.</p>

9. WEST OF ENGLAND COMBINED AUTHORITY AND MAYORAL BUDGET OUTURN 2017/18: REVENUE AND CAPITAL MONITORING APRIL 2017 TO SEPTEMBER 2017

The Chair introduced the report which presents the revenue and capital financial outturn budget monitoring information for WECA and the Mayoral budget for the financial year 2017/18.

He highlighted that the report reflects a positive outlook for the Authority's first-year financial position, with the Mayoral Budget forecasting a £195k underspend and the WECA budget a £1.318M underspend.

The Chair noted the positive impact of the 100% Business Rates Retention Pilot. This pilot was one of only a handful across the country agreed alongside the devolution deal and will also generate significant benefits for each of the constituent councils.

He stressed his determination to have the right skills and resources in place to deliver key activities in transport, housing and skills working with the constituent councils. The report seeks approval for a one-off budget virement to meet anticipated transition costs and interim resources for housing and transport delivery, together with an ongoing budget variation to meet the costs of the proposed WECA staffing resources.

The Chair advised that this paper was reviewed by the WECA Overview and Scrutiny Committee on 24th October. Their views have been circulated and show them to be supportive of the budget outturn.

Cllr Tim Warren advised that whilst he was generally averse to increasing budgets he recognised the need for staff to deliver. Cllr Matthew Riddle supported this view highlighting the benefit derived from the Business Rate Retention Pilot through the devolution deal which is providing an important advantage.

Professor Steve West considered that from a business perspective the key issue was the delivery of key infrastructure. Progress has been restrained, in part due to lack of staff resources, and investment now will enable future delivery.

Mayor Rees was supportive and was keen to see the pace of delivery quicken. He identified the need to also strengthen the resources within the Unitary Authorities where budgetary pressures are restraining project delivery.

The Chair moved the recommendations.

Cllr Matthew Riddle seconded the recommendations

The Chair moved to the vote and took each recommendation in turn.

The recommendation at paragraph 14.1 was to note only.

	<p>For the recommendation at paragraph 14.2 the Chair reminded members that in line with the constitution this required the unanimous agreement of the three local authorities.</p> <p>On being put to a vote the motion was carried unanimously.</p> <p>For the recommendation at paragraph 14.3 the Chair reminded members that in line with the constitution this required the unanimous agreement of the three local authorities.</p> <p>On being put to a vote the motion was carried unanimously</p> <p>Resolved: The West of England Combined Authority noted the Mayoral Fund and WECA revenue and capital budget outturn budget forecasts as set out in Appendices 1,2 and 3 and agreed that:</p> <p>A one-off virement of up to £306k from the WECA Supplies and Services Budget to the WECA Staffing Budget be approved to cover short term interim resources as set out in para 3.3.1.</p> <p>An on-going Budget variation of £353K (full year effect) from the WECA Income Budget to the WECA Staffing Budget be approved to meet the costs of the proposed WECA Staffing Structure as set out in Appendix 4.</p>
10.	<p>TREASURY MANAGEMENT MONITORING REPORT TO 30TH SEPTEMBER 2017</p> <p>The Mayor introduced the report which gives details of performance against the Authority's Treasury Management Strategy and Annual Investment Plan 2017/18 for the first six months of 2017/18.</p> <p>The Committee noted the Treasury Management Report to 30th September 2017, prepared in accordance with the CIPFA Treasury Code of Practice and the Treasury Management Indicators to 30th September 2017</p>

11. AGREE BUSINESS CASE FUNDING FOR INFRASTRUCTURE PROJECTS

The Chair introduced a report seeking approval for funding of feasibility studies and the development of business cases for strategically important infrastructure schemes within the West of England Combined Authority area.

He outlined that the proposals include feasibility studies to explore transport and housing-enabling schemes at early stage of development, and business case development for schemes that, subject to business cases being approved, will contribute to reducing congestion, increasing access to jobs, increasing the availability and affordability of housing and employment space. These schemes include a number of different forms of transport including rail, road, bus and cycling.

The Chair added that the report also seeks approval to procure and fund the associated capital investment for a new and improved Real Time Information system to enhance the quality and reliability of information for bus passengers.

He advised that the West of England Overview and Scrutiny Committee met on 24th October to review this item. Their views have been circulated and show their support for the proposed expenditure set out in the report.

The Chair moved the recommendations

Cllr Tim Warren seconded the recommendations.

The Chair invited members to speak to the item.

Cllr Tim Warren stressed the importance of these schemes and that these funds were a key aspect of the devolution deal. It was not just the £900m investment fund but the wider funding devolution could lever through opportunities such as the Housing Investment Fund. The South Bristol Orbital Link would have a significant impact on travel times. Discussions about the A36-A46 Link had been held with Wiltshire and Highways England for several years and funding is needed to undertake an evidence-based study.

Cllr Tim Warren also highlighted the importance of the Somer Valley Enterprise Zone, Hicks Gate Roundabout and Freezing Hill Lane schemes. These investments signalled our ambition, but he would like to see timescales for delivery shortened where possible.

Cllr Matthew Riddle echoed the support for the projects, which whilst individual projects were linked as part of the area's strategy and were key to addressing congestion which was stalling productivity. The Freezing Hill Lane scheme was a good example of Council joint working, and this road scheme would support public transport use by improving access to the Lansdown Park & Ride.

Cllr Riddle also commended the Wraxall Road scheme, which would improve access to the Ring Road, and Great Stoke Roundabout which would support the delivery of economic growth in the area.

Mayor Marvin Rees considered that coming together to tackle key challenges was the key reason for the creation of the Combined Authority. The funding for Bristol Temple Meads was crucial to help bring forward this project and create a station in line with those in other major cities. Mass transit – be it underground or overground - was key to delivering our vision for transport and needed to link with the rail network.

Mayor Rees added that the Lockleaze and Hengrove housing schemes illustrated our ambition and commitment, we now needed to show the ability to deliver.

Professor Steve West stated that from a regional perspective it was clear these schemes could support sustainable economic growth. The key issue was deliverability of the projects, that they were strategically planned and we execute swiftly. It was important that we encourage behavioural change to more sustainable transport to deliver environmental improvement.

Cllr Tim Warren supported Mayor Rees regarding the importance of mass transit, and would like to see opportunities to link Bristol with Bath and beyond fully exploited.

Mayor Rees stressed the need to learn the lessons of the 70's and deliver infrastructure in a way which involved and integrated communities. He also highlighted the need to take steps to ensure the local labour force was able to take advantage of these opportunities.

The Chair moved to vote.

Recommendations at paragraph 29 and 30 were taken together as they were interdependent. The Chair reminded members that in line with the constitution this required the unanimous agreement of the three local authorities.

On being put to a vote the motion was carried unanimously

Resolved

- a. The West of England Combined Authority agreed WECA approved a sum of up to £0.75m capital and £0.675m resource in 2017/18, £1.615m capital and £2.375m resource in 2018/19 and £0.43m capital and £0.1m resource in 2019/20 to support the costs for the development of feasibility studies and business cases for priority infrastructure schemes within the Combined Authority area.
- b. WECA agreed that the Mayoral Budget be amended to include provision of up to £3.15m of resource and £2.795m of capital to provide grant funding of costs to deliver the feasibility studies as business cases for the schemes as set out in Appendices A and B.

For the recommendation at paragraph 31 the Chair reminded members that in line with the constitution the voting on this recommendation was for the three local authorities and the West of England Combined Authority Mayor

On being put to a vote the motion was carried unanimously

Resolved:

The West of England Combined Authority agreed that the WECA Chief Executive in consultation with the Mayor be delegated responsibility for making appropriate arrangements for grant funding the constituent council(s) for the delivery of this work as set out in Appendix D

For the recommendation at paragraph 32 the Chair reminded members that the voting on this recommendation was for the three local authorities and the West of England Combined Authority Mayor

On being put to a vote the motion was carried unanimously

Resolved:

The West of England Combined Authority agreed that, subject to available budget, following a competitive price and quality based procurement process, appoint the preferred contractor to provide an expanded and upgraded RTI system.

For the Recommendation at paragraph 33 the Chair reminded members that in line with the constitution this required a unanimous decision of the three local authorities.

On being put to a vote the motion was carried unanimously

Resolved:

The West of England Combined Authority approved a sum of up to £0.6m capital in 2017/18 to be allocated to support the capital costs for the delivery of RTI enhancement as per the Full Business Case set out in Appendix E.

For the recommendation at paragraph 34 the Chair reminded members that the voting on this recommendation is for the three local authorities and the West of England Combined Authority Mayor

On being put to a vote the motion was carried unanimously

Resolved

The West of England Combined Authority agreed that the Chief Executive in consultation with the Mayor be delegated responsibility to sign off the resolution of any issues arising from the review of this Full Business Case.

Members noted that from 2019/20 there will be a revised operating cost which is expected to impact on the transport levy at that time.

The members agreed to note the report.

12.	WEST OF ENGLAND COMBINED AUTHORITY TRANSPORT FUNCTIONS The Chair introduced a short report providing an overview of the planned programme of work and timetable for the key aspects of WECA's transport functions highlighting key forthcoming decision points. The West of England Combined Authority noted the overview of the planned programme of work and timetable for the key aspects of WECA's transport functions.
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13.	<p>AGREE NEXT STEPS FOR ADULT EDUCATION BUDGET</p> <p>The Chair introduced the report which provided an update on the current position regarding devolution of the Adult Education Budget to the West of England Combined Authority.</p> <p>He reminded members that devolution of the Adult Education Budget was originally intended to take place in time for the 2018/19 academic year, but due to several factors, Government's current intention is to devolve responsibility for this budget to WECA for the 2019/20 academic year. Government have committed to working with Combined Authorities during a transitional year and have proposed two different options as to how we might be involved.</p> <p>The Chair reported that both options have been investigated and the report recommends that WECA endorses the influencing option as the most appropriate and lowest risk.</p> <p>The Chair moved the recommendations</p> <p>Mayor Rees seconded the recommendations.</p> <p>The Chair invited members to speak to the item.</p> <p>Mayor Rees noted that it was important that this be tailored to the local situation and that we did not just apply the national model.</p> <p>Professor Steve West highlighted the need to think about employment opportunities in the future as well as current skills needs. He added that we should press Government to release funding from the apprenticeship levy, in whole or part, to allow us to tailor this to local need.</p> <p>Cllr Tim Warren sought confirmation that from 2019/20 we will have full control through devolution and this was confirmed.</p> <p>Mayor Marvin Rees commented that it would be useful to frame this with positive actions and timescales.</p> <p>The Chair moved to the vote, noting that in line with the constitution the voting on this recommendation is for the three local authorities and the West of England Combined Authority Mayor</p> <p>On being put to a vote the motion was carried unanimously</p> <p>Resolved: The West of England Combined Authority endorsed the influencing option from the two proposals tabled by DfE relating to devolution of the Adult Education Budget</p>
14.	<p>APPROVE EMPLOYMENT SUPPORT INNOVATION PILOT FUNDING</p> <p>The Chair introduced the report which provides a brief update on the DWP-funded Employment Support Innovation Pilot being managed by the West of England</p>

Combined Authority (WECA) and delivered in partnership with the constituent councils.

He outlined that this is a £4m initiative funded by DWP to work with about three thousand individuals who are in employment, claiming in-work benefits and living in social housing. The pilot will provide support to these individuals to help with career progression leading to more secure and higher quality employment. He considered this to be an exciting opportunity, enabled by our devolution deal, for us to provide much-needed support to some of our citizens.

The Chair proposed a revision to the recommendations at paragraph 13 to reflect the funding from DWP has increased to £4m. The revised recommendation was tabled and is included as an appendix t3 o the minutes.

Cllr Tim Warren seconded the revised recommendations.

The Chair invited members to speak to the item.

Mayor Marvin Rees stressed the importance of considering skills alongside health and well being, and of avoiding a siloed approach.

Cllr Tim Warren agreed and believed growth needed to be inclusive.

The Chair moved to the vote.

For the revised recommendations at para 13 the Chair reminded members that in line with the constitution these require a unanimous decision of the three local authorities

On being put to a vote the motion was carried unanimously

For the recommendation para 14 the chair reminded members that the voting on this recommendation is for the three local authorities and the West of England Combined Authority Mayor

On being put to a vote the motion was carried unanimously.

Resolved:

The West of England Combined Authority approved a sum of £4m resource to be allocated as follows:

- a. Within the WECA Budget to fund WECA project costs (£347,000)
- b. To the Mayoral Budget to enable to allocation of grant funding to councils to meet the costs of delivery (£3,653,000) subject to the full grant of £4m being paid to the Combined Authority by DWP.

That the Chief Executive in consultation with the Mayor and Section 151 Officers be delegated responsibility for making appropriate arrangements for grant funding the

	<p>constituent councils for the delivery of this project including agreeing the profile and amounts of funding between financial years.</p>
15	<p>OPERATIONAL POLICIES FOR WEST OF ENGLAND COMBINED AUTHORITY</p> <p>The Chair introduced the report which set out the operational policies being developed by the West of England Combined Authority. Draft operational policies are being prepared as WECA seeks to align terms, conditions and policies from predecessor bodies.</p> <p>An interim pay policy was agreed at the WECA Committee on 15th September and this has been adopted by the organisation. It is planned to bring an updated pay policy to the December meeting.</p> <p>The Members noted the operational policies being developed for the West of England Combined Authority.</p>
16	<p>GOVERNANCE UPDATE</p> <p>The Chair introduced the report which seeks approval for a number of amendments to the approved Constitution to improve clarity. This includes the approval of the terms of reference for an employment and appointments sub-committee and additional standing orders to clarify arrangements for the taking of urgent decisions and call-in provisions relating to urgent decisions.</p> <p>The Chair moved the recommendations.</p> <p>Mayor Rees seconded the recommendations.</p> <p>The Chair moved to the vote and reminded members that in line with the constitution these recommendations required a unanimous decision of the three local authorities and the West of England Mayor</p> <p>On being put to a vote the motion was carried unanimously.</p> <p>Resolved:</p> <p>The West of England Combined Authority:</p> <ol style="list-style-type: none"> 1. Confirms the amendments to the Constitution as set out in Appendices 1 and 2 to the report. 2. Gives delegated authority to the Interim Monitoring Officer to make all consequential amendments to the Constitution to give effect to 1 above.

17	ANY OTHER ITEM THE CHAIR DECIDES IS URGENT There were no other items of urgent business. The Chair thanked everyone for attending and declared the meeting closed at 15.30.
	Signed: Chair, West of England Combined Authority

Appendix 1 – Questions

Appendix 2 – Public Statements

Appendix 3 – Revised Recommendation item 14

APPENDIX 1

Public Forum – Questions

Green Party Councillor Group, Bristol City Council

WECA Committee

The school run constitutes a significant proportion of rush hour traffic. Guaranteeing Safe Routes to schools can make school journeys safer for children and encourage cycling and walking, as well as reducing congestion by taking as many as 1 in 5 cars out of rush hour traffic.

1. What is the Authority currently doing to make transport planning work for schools and local communities and promote walking and cycling to school?

On Metrobus:

2. WECA has a generous budget at present and has the capacity to make some difference in the region. As Metrobus is a shared enterprise run by WECA members, could the authority take some pressure off Local Councils by supporting any further Metrobus costs through its own budget?
3. Is anything being done to improve Metrobus connectivity with existing services to better incorporate it into existing transport infrastructure? Currently it seems there is no interchange with buses from Portishead – will this be addressed in future?
4. At present I understand that only First Bus will be permitted at Long Ashton Park and Ride. If this is correct and buses from other companies will not be able to use Long Ashton, does the Authority agree that this is highly inefficient and if so what steps will be taken to sort it out?

Answer:

1)

The new Joint Local Transport Plan will be actively promoting cycling, walking and public transport for all journeys. With regards to individual schools, travel plans and their delivery will remain the responsibility of the schools and the local authorities as the highway authority and/or as the education authority.

2, 3& 4)

MetroBus, its governance and funding arrangements with the Department for Transport predates the creation of the West of England Combined Authority. Delivery is the responsibility of the local authorities and we will therefore refer these questions to the Joint Committee meeting which also takes place on 30th October 2017

Public Forum**Statements Received**

Statement	Name, organisation
1	David Redgewell, South West Transport Network, TSSA and Director of Bus Users (UK) <i>The lack of officers dealing with Greater Bristol infrastructure</i>
2	David Redgewell, South West Transport Network, TSSA and Director of Bus Users (UK) <i>Bristol Temple Meads</i>
3	Stephen McErmus, Valley Parish Alliance <i>Issues with Link Road A36 and A46</i>
4	Cllr Mark Weston, Conservative Group Leader for Bristol City Council <i>MetroWest Phases 1 & 2</i>
5	Tom Marshall, Bath Preservation Trust <i>A36/46</i>
6	Jean Pearse <i>36 Bus Route</i>
7	Christina Biggs, Friends of Suburban Bristol Railway <i>A general case for rail</i>
8	Nikki Jones, Independent Researcher/ Writer on Energy <i>Two urgent crises: air quality and greenhouse gases</i>
9	Olga Taylor, Pilning Station Group <i>Pilning Railway Station – Platform Lighting</i>
10	Cllr Charlie Bolton, Bristol City Council <i>Transport Issues</i>
11	Cllr Clive Stevens, Bristol City Council <i>Housing Issues</i>
12	Martin Garrett, TfGB <i>Transport in WECA; the need for a rethink</i>

Statement 1

David Redgewell, SWTN/TSSA and Bus Users UK

The lack of officers dealing with Greater Bristol infrastructure

We are very concerned about the lack of 17 officers at WECA following Bristol City Council's recent example which affects the delivery of major projects including MetroBus and MetroRail but also with the Broadmead expansion, the Temple Quarter redevelopment, Cribbs Causeway new neighbourhood, Bath Quays.

We need to urgently discuss this issue with the Metro Mayor because the following projects need to be accelerated with clear delivery plans:-

1) we need to accelerate MetroWest Phase 1 with the following as route priorities -

Bristol Temple Meads - Severn Beach via Clifton Down 30 minutes frequency.
 Bristol Temple Meads - Bath 30 minutes frequency 15 minutes at peak with Westbury trains stopping at Keynsham/Oldfield Park.
 Portishead - Bristol Temple Meads hourly frequency with a new station at Pill calling at Parson Street, Bedminster. Later to be increased to 30 minutes frequency.
 Passive provision for a station at Ashton Gate.
 Regeneration of Bristol Temple Meads station including a transport interchange, shopping centre and restoration of George and Railway and Grosvenor hotels using a master plan jointly with the University of Bristol.

MetroWest Phase 2 Henbury line and Gloucester lines are progressed as a top priority for the Bristol Mayor and Metro Mayor including Ashley Down, Charfield, Stonehouse and Gloucester.

The Henbury loop should also be included with Filton North, Henbury for Cribbs Causeway, Avonmouth and Portway Park & Ride.

We need value engineering at Network Rail and these projects must be submitted for CP6. Salford, St Annes and Corsham should be looked at as part of the study by Bristol City Council. The Metro Mayor needs to make a submission to Government.

It should be noted that Lawrence Hill, Stapleton Road, Patchway, Pilning, Nailsea and Backwell and Parson Street are not disabled accessible nor is Weston Super Mare and Cheltenham without lifts.

On integration, we are very concerned after discussions with Transport Focus and First Group (RAIL and BUS DIVISIONS), Network Rail about bus/rail ferry integration at Temple Meads within the Temple Quarter Enterprise Zone scheme. We note that Cambridge North station is fully integrated with local and MetroBus unlike Bedminster at present.

WECA needs to proceed urgently with its bus strategy and MetroBus strategy. Whilst we support extensions to Thornbury, Yate, Clevedon, Keynsham and South Bristol we are very concerned about the proposal for MetroBus to go to Severn Beach which would undermine the business case to improve the railway lines around the area especially with Tram-Train and mass transit supported by the Mayor of Bristol.

The Henbury loop could be used for Tram-Train with a link to Cribbs Causeway and Severnside.

MASS TRANSIT

The former rail routes from Bath - Warmley/Bristol and Bristol - Whitchurch (Callington Road link) lend themselves to light rail and cycle paths expansion as does a tram-train to Thornbury if there is significant housing growth around the town. It appears that the transport plan and housing and land use strategy are not joined up.

Public transport needs to be integrated with the new development (spatial) strategy.

It is imperative that WECA recruit or borrow staff to undertake planning/transport functions especially on bus and rail.

It should be noted that we are grateful to WECA for continuing the rail forum but the public transport forum needs to meet on handover from South Gloucestershire Council.

An Equalities Forum needs to be set up. WECA needs to respond to the Governments Access Strategy (DFT)

The reason we are concerned is due to the competitive nature of the Combined Authorities in the Midlands and the North.

DAVID REDGEWELL SWTN/TSSA and Bus Users UK

Statement 2

David Redgewell, SWTN/TSSA and Bus Users UK

Temple Meads

We are very concerned that despite assurances in the current plans that there would be adequate space for all buses travelling through Temple Gate including MetroBus that on Friday 20th October 2017, we were advised that the buses would first of all be dispersed for 12 weeks whilst the bus platform was being built on the main A4 Bath Road and that the No.1 & 904 to Brislington would be moved away from the station to Victoria Street and Redcliffe Way. This is too far for people with luggage, pensioners, disabled people and those with children.

Bus Users UK, Transport Focus, SWTN, TFGBA and FOSBR were all assured that we would have a bus/rail interchange at Temple Meads on Temple Gate and in future on the Friary with ferry link. To our shock it now appears there will not be enough bus space on the Bath Road in the final scheme and the present bus stops which will now need to be retained may now become cycleways. As this is a design/build/operate contract we would request an urgent scrutiny of the plans by WECA Scrutiny Panel and Place Scrutiny/OSSM on Bristol City Council.

Please would you advise us as the plan to close bus stops comes into place from 26th October 2017 and the alternative stops may in future become permanent well away from the station defeating Government policy on bus/rail integration. A good example of best practice in the new bus station at Penzance.

Stapleton Road station

We are still concerned about a lack of progress on disabled access to the platforms, waiting shelters and poor state of the approach road which has recently been flooded and not acceptable for wheelchair users and passengers with luggage. Station lighting is also not working on the approach road.

I would also like to recommend that members of OSMB and the WECA Joint Committee undertake a site visit outside of Temple Meads train station to see the length of these distances and access problems for themselves.

The Bristol Rail Resilience Study that is being undertaken has gone very quiet and it is hoped this is still being completed – can this be confirmed please?

DAVID REDGEWELL SWTN

Statement 4

Cllr Mark Weston, Conservative Group Leader for Bristol City Council

**West of England Combined Authority
To be held on Monday, 30th October 2017**

MetroWest PHASES 1 & 2

- That WECA needs to embrace flexibility when it comes to the phasing of the various components of the MetroWest 1 & 2 programmes. We want all aspects delivered in a timely manner as possible and as close to within budget as possible. This may require an exact ordering to be looked at in order to maximize delivery.
- We need to ensure that our rail ambitions don't end with MetroWest 1 & 2 and that we should be looking beyond these two important projects now. As such we need to be looking beyond these schemes at the next stage of development and ensure that by completing phases one and two that we don't prevent future possibilities. For example, any works done on the Portishead Line don't negate the possibility of an Ashton Gate station at a later date.

FUTURE AMBITIONS

- Looking beyond Phase Two we need to be considering what we intend to achieve in Phase Three. For me it is critical importance that we revisit the Henbury Loop option. Many observers still regard the report carried out on this scheme as negligent with a woeful under-estimation of passenger numbers and future potential. This should be looked at again and should certainly be included as a rail ambition in the recently published JTP.
- Whilst we are considering future possibilities I believe that St Annes, Horfield and Ashton Gate Stations would be of real benefit to Bristol. Also, arising out of the recent JTP briefing, the most appropriate site for a North Bristol park & ride, to be located near to a re-opened Henbury Station on land belonging to Clifton Rugby Club.
- New rail facilities are needed in both South Gloucestershire and Bath & North East Somerset. These should include new stations at Saltford, Thornbury and even further out at Corsham. The purpose of course is to encourage commuters to access their place of work via rail rather than continue to use road based transport.

EXISTING STATIONS

Whilst it is important to continue to scan the horizons for exciting new rail possibilities, we should not lose sight of what we already have. As such we should be looking at ways that we can improve our existing rail network. I would suggest that we need the following:-

- Better signage to encourage multi-model public transport use so that when you get off the train you know where the bus stops are and where the buses actually go.
- Better cycling provision at outer commuter stations with more racks and CCTV.
- Disabled access provision should be as standard. Not all of our stations are wheel chair accessible.
- This may seem a small ask but facilities need to be clean and welcoming. If they are daubed with graffiti or vandalized then people will feel less safe and be disinclined to use rail. The occasional lick of paint may be a minor, even petty ask, but image is everything.

Statement 5

Tom Marshall, Bath Preservation Trust

A36/46

My name is Tom Marshall and I am a Trustee of Bath Preservation Trust.

Bath Preservation Trust is a conservation charity set up in 1934, with a remit to protect and preserve the historic city with a view to its sustainable future, AND to protect the green countryside around the city.

I am speaking concerning the transport strategy, and South of England North-South Connectivity Prospectus which, according to the media, includes a request for the funding of a feasibility study for an A36/46 link.

BPT has long advocated good research to underpin policy decisions, especially ones as expensive and controversial as a new road. In this case this is a proposal which has gone through the expense of being rejected by more than one public inquiry in the past. I am afraid however that we in Bath have become cynical about transport feasibility studies which have been framed to justify a predetermined outcome.

We are therefore keen that if the taxpayer is to spend more money on this idea, the question asked should be the correct one which is: What will reduce through traffic in Bath, given the highway network's latent demand in the area. We would also expect that a detrunking and rerouting option should be contrasted with new road building within any study. For the record we have since 2005 recommended the enhancement of the A350, and the consequent de-trunking of the Bath stretch of the A36 and Cleveland Bridge as a significant and cheaper way of reaching a solution.

B&NES Council policy, as modified by the Inspector during the examination of the Placemaking Plan is (quote) 'to work with neighbouring authorities, including Wiltshire Council, to address the problem of through traffic in Bath, particularly traffic that currently uses the A36-A46 route through the city, and continue to press Highways England and Transport Ministers to take steps for solutions [*that is, to through traffic*] to be identified and funded in the next Road Investment Strategy to be published in 2020'.

Any feasibility study must therefore address the solution of through traffic, rather than simply seek to justify an A36-46 link, in order to comply with Council policy. We note that the proposal for a Junction 18A may in turn significantly affect Bath's through traffic so it is essential a holistic solution is sought. We would urge that this is taken into account by WECA and the commissioning authorities.

Statement 6

Jean Pearse

36 Bus Route

I am writing to you about a bus service from Withywood to Broadwalk Knowle. Since they stopped running the 36 to Withywood a lot of people now have to catch 2 buses to work and some younger ones going to school and college.

I have submitted petitions to Bristol City Council about this as it has affected so many people.

It would be nice to have a bus that would go straight to Broadwalk or even St Brendan's College at Brislington.

Thank you for taking the time to look into this for all the people who signed the petition.



Friends of Suburban Bristol Railways (FOSBR)

Statement to WECA Committee and Joint Committee, Monday 30 October 2017

A general case for rail (with some local examples and technical points)

1. **A regional network already there:** It has been well established that the West of England has a problem with congestion and air quality. The Joint Transport Study showed that the public primarily want to see improvements in the provision of public transport. FOSBR has a vision for a regional public transport network that starts with the existing 28 suburban rail stations, extending it by adding intermediate stations and bringing existing freight lines (Portishead, Henbury and Thornbury for Phase 1, 2 and 3 respectively) back into passenger use. We see rail as the natural, already-existing backbone to a cross-regional network, and would urge that bus schemes serving areas out of reach from rail should link into the rail network with effective rail-bus interchange at stations and be seen as complementary. Rail is increasingly a popular mode of travel with young people and the natural choice for visitors to the region as it is the only mode with a single network.
2. **Capacity:** We would contest Network Rail's assertion that the rail network is used up to capacity. Four-tracking on Filton Bank will unlock capacity, and passing loops and extra platforms at stations can also be introduced to allow fast trains to overtake slow. We would urge WECA to make sure that key rail schemes such as Bristol East Junction are brought forward. We have seen, during the course of MetroWest Phase 1, that junctions such as Parson Street can be remodelled to improve capacity, and that although timetables are tightly linked across the national network, the approach using RailSys can yield several different model timetables (such as the six different scenarios in Phase 1). Eventually, single tracks such as on the Severn Beach line can be redoubled. Finally, the capacity of a given service can be improved by adding extra carriages, or introducing larger carriages such as the new Class 166s, and in a decade or so we anticipate that London-underground style "moving block signalling" will enable trains to run with less time between them. So the assertion in the Joint Transport Study that, as only 6% of Bristol commuters take the train, the rail network does not have the capacity to make a significant difference, does not need to be true. Standing by a rail line, even with trains every 10 minutes or so, should make it obvious that, if slow trains are provided with adequate passing loops, the trains should be able to run more frequently. Maybe the future is more stopping trains (which are still far faster than the car) with occasional fast trains to connect the region, with freight trains only at night.
3. **Part of a national system:** The main advantage for rail is that it is connected to a national network and it could be said that this interconnectivity is also its weakness, at least at the planning stages, for the reasons given above. But once a new service is up and running, the Department for Transport will generally take the running costs into the next franchise (for the Severn Beach Line, gradually over five years), thus potentially releasing revenue funding for the next phase. Extra trains have been introduced to fill gaps in the timetable (such as the evening service on the Severn Beach Line) or semi-fast trains can be coaxed to make more stops at intermediate stations (as has been done at Parson Street).
4. **Interconnectivity:** Another strength of rail is its capacity to connect several modes. Cycles can be used on a train, and passengers can connect between trains and buses at interchanges, assisted by real-time information. Folding cycles, Yo-bikes, taxi-boats on waterways and landscaped "golden miles" can all interchange seamlessly and cleanly to rail stations, as outlined in the Sustrans-led Good Transport Plan.
5. **The far future:** A sustainable future must involve a shift from private to public transport. People use broadband to work from home but also should be thinking in terms of living near their place of work and at the least planning to live where they can commute by public transport. But this will only be possible if a regional transport plan should make sure that all centres of habitation will be within walking distance of a bus and cycling distance of a train station, and that in general cars should be banned from shopping and commercial centres. Trains are the future in Europe: why not here?

Statement 8

Nikki Jones

Two urgent crises: air quality *and* greenhouse gases

The UK faces two urgent crises: climate change and air pollutants. Because of recent court cases, all focus in on the latter. However, the UN is telling us clearly that we have **just two years to make the decisions to stay below 1.5 degrees, and just 5 – 10 years to stay below 2 degrees**. What we do now is critical. There is nothing safe about 2 degrees, and all projections are that we are heading for **4 – 6 degrees by the end of the century, a level at which our society – and most life – will not exist**.

As Professor Sir David King, the government's former science adviser has stated recently, explaining [Plan B's legal action against the government](#), 'The best available science tells us the **risks of crossing tipping points rise very sharply between 1.5 and 2°C**. And that means the UK cutting emissions to zero.' We need to stop using fossil fuels.

It appears likely that Client Earth will be challenging the government for a third time on inadequate air quality plans. They have also stated they may challenge the government over its failure to deliver a meaningful Clean Growth Plan that will keep the UK within our legally binding carbon budgets. Success in these cases will impact both local and regional authorities.

WECA transport

It is urgent that citizens are given **viable alternatives to the private car and that the fuel sources for those alternatives are genuinely clean**. Reliable, frequent public transport is key, combined with policies that deter the use of cars. By clearing the congestion, noise and pollution off our streets, they will become attractive to pedestrians and cyclists, allowing more pleasant and healthier living in the area. [Oxford](#) and London are among the many cities moving ahead fast with forceful plans.

Working with what we've got

Given the urgency, we need to **work with the infrastructure we have, and improve it**. We do not have 15 years or more to implement whole new modes of transport such as underground travel.

We have a viable rail network. The Severn Beach line has demonstrated how, with the right policies, poorly used lines can quickly become well used and profitable. It is essential that the Portishead line, closed stations throughout the area, the Henbury Loop and the Thornbury line are built / upgraded so that they become reliable passenger carriers.

Bus transport needs to be reviewed so that sensible rail/bus and bus/bus interchange points are established. Buses need to be electrified. Hydrogen fuel cell/ electric hybrids – as used in London – would be a genuinely clean alternative if the H is from excess clean power.

Nikki Jones MSc, Independent Researcher / Writer on Energy

Pilning Station Group

www.pilningstation.uk



Pilning Railway Station – Platform Lighting

Date	On behalf of:	Presented by:
October 30, 2017	Pilning Station Group www.pilningstation.uk	Olga Taylor E-mail: SavePilningStation@gmail.com

Pilning Station Group is asking West of England Combined Authority to support their application to GWR Customer and Communities Fund for Platform 1 lighting.

An application was made by Pilning Station Group in August, for **£10'000**, which should be sufficient for erecting 2 lights at Pilning Station (this is £5'000 per light, as quoted by a potential installer).

An excerpt from the application: “Pilning station usage has been steadily going up in recent months. The wider community would greatly benefit from lighting as this would enable trains to call after dark. With such improvement, the station will be used a lot more by local residents (local area covers about 12'000 households) and workers of the Severnside Industrial Estate (currently around 5'000 people, but the numbers are growing). An early-morning Monday-Friday train to Bristol would give people a fast route to work or college, and will enable easier commute from South Wales.”

A response has been recently received **from Mark Youngman**, Integrated Transport Manager at **GWR**: “We are still processing this year’s applications. Following initial scrutiny by a steering group of customers, recommendations will go to the Department for Transport who confirm the final list. [...] It is also worth noting that this year we received over 150 bids totalling over £4 million. As you know we have a £750,000 fund each year, so the majority of bidders will be unsuccessful. I don’t know yet where Pilning will come but there is very stiff competition for funding.”

Could WECA please approaching GWR to support our application, or maybe even make a joint funding proposal for lighting?

Please note that Jack Lopresti MP contacted GWR to support the application for lighting on Platform 1.

Statement 10

Cllr Charlie Bolton, Bristol City Council Green Party

Portishead Line and station at Ashton Gate

Can I commend to you the vital importance of seeing through the project to reopen this line. While I am extremely disappointed in the rise in cost, having a station near Ashton Gate - and serving the football ground - remains an enormous prize. Bristol Sport expect to have millions of visitors per year to its ground, and we need to be offering them sustainable modes of travel to get there, as an alternative to the motor car.

Henbury Loop

Can I register my dismay at the apparent dropping of the Henbury Loop from transport plans for the region. When (if?) implemented, the loop would link up rail services in the region, and this would massively improve the ability of local rail to deliver changes to mode of travel.

Walking and cycling plans

Can I urge WECA to develop a strategy for walking and cycling across the area. Active travel is not only a far cheaper way of delivering transport, it clearly has health benefits and environmental benefits. I see the government is pushing walking and cycling investment plans as a way of starting to achieve this. I urge WECA to pursue this.

Statement 11

Cllr Clive Stevens, Bristol City Council

Statement from Councillor Clive Stevens, Bristol City Council, on Development Committee and lecturer at Bath University in Business & Economics to Engineers

Dear WECA

Bristol Council used to have a housing problem, but now WECA exists you have Bristol's housing problem – and good luck to you!

And the scale of your challenge: Bristol covers 11,000 hectares, take away land needed for highways (about 10%), industry (10%), downs, parks, shopping centres, rail infrastructure, university buildings, hospitals....and let's not forget the floating harbour leaves maybe 7,000 hectares. A housing density of 50 households per hectare allows for 350,000 households easily enough for everyone in Bristol and perhaps all the WECA region if the city was built to such a density. But it's not and it's not going to be because of the national policy presumption "in favour of development" reintroduced in 2012. That means that market forces take precedence over the plan as can be seen by the increase in appeals and success rates nationally*

*TCPA report 2017

Don't get me wrong, markets are great when appropriate and run to good rules set by Government. Adam Smith taught us that a market place properly managed leads to win-win outcomes for both buyer and seller, but back in 1776 he left out the impact on third parties (externalities).

So back to your problem of Bristol, land is getting tight, much development is on brownfield sites and there is plenty of wealth in the city. In many areas the market will prefer to build 5 x £600k homes nicely spaced out on a hectare rather than 20 x £150k flats on a brownfield site, simply for reason of profit and who can blame them. So another hectare is used and it becomes less easy to house those who can't afford £600k homes. Since land is the scarce resource, the market will do what it always does and bid up the price of the scarce resource so people with less money have to go elsewhere, that's how markets work. The fact that the poorer would have to move out is a mere externality to markets but will have huge effects on the economy of Bristol and the whole region in the long term.

Your Joint Spatial Plan has identified the need to build 18,800 affordable homes in Bristol, that is 56% of the total build plan in the next 20 years. Currently Bristol achieves less than 20% affordable homes and as land prices increase so viability reports will mean even less affordable homes will be built (certainly on brownfield sites). That's the market at work. Building high in the centre might help but build costs go up per sq ft as the number of floors increases and land prices rise once its known that you can build high, that wretched market again!

So do you want to allow markets to reign free and continue to bid up the price of land with the consequent externalities? If you think no then you might consider the following:

1) Convince the Government that in some parts of the UK a presumption in favour of development has harmful consequences.

And

2) Make much more land available to be built upon and put in infrastructure so residents can access Bristol and Bath quickly and inexpensively. I don't mean concrete over the floating harbour or build on the downs, but I mean land to build affordable and low priced homes dense enough for the occupants to have local amenities and can also access the jobs of Bristol and Bath quickly and cheaply. The cheapest transport* is cycling, the second cheapest (assuming the distance is more than a walk) is public transport. To solve your problem of Bristol's homes, I would imagine you would need to free up some 5,000 hectares of land (to "flood the market") and insist that the build densities are high enough to support the infrastructure and cheap bus, tram and/or rail routes and free cycle routes.

* In and around a city, society's most expensive transport option is one that brings its own high externalities; the car, which needs space to park it (outside the house, at the shopping centre and at work), space to drive it and also brings the pollution externality killing those in the centre of Bristol and Bath and adding CO2. A simple analysis shows each car needs as much space as each person. With land scarce which is more important?

And

3) You may have noticed from section 2 above that as well as being the cheapest transport infrastructure for new residents these choices are the lowest in carbon footprint too; so gentlemen it's down to you. Focus on cycle routes, low cost bus and other public transport but first put in strong planning policies while the land is relatively cheap to keep it cheap and that way you can ensure developers schedule quality, affordable homes and associated facilities. Robust defendable planning policy, then built infrastructure to ensure you don't increase congestion and pollution and then comes the house building. You have to break the scarcity value of land.

These actions need to be your top priority. Thank you.

Transport in WECA; the need for a rethink

You have before you the statements of FoSBR and others, begging for you to start work on the first stages of rail network suitable for a modern European conurbation, which will help to end the suffocating domination of car travel in this region.

And yet, according to some interpretations the draft West of England spatial and transport plans envisage a reduction of only 600 commuter car journeys per year by 2036. This is unacceptable. Instead of planning for the removal of cars from our lives, as progressive transport authorities are now doing, your plans still envisage more roads.

What is required is to join up our public transport network: decent conventional bus services, with reorganised direct bus routes, focused around interchange hubs and connectivity with rail stations.

We need to reduce road building, and deter car parking(*1) in town and city centres; and promote an electrified MetroWest; and journeys by tram and tram train, reorganise bus routes, bus hubs and bus rail interchanges (*2) at every rail station, introduce modern integrated ticketing, and promote active travel to deter the car journeys that are destroying our environment and health.

Some proposals for tackling cars and reorganising buses are contained in these footnotes.

1. Cars and parking

Disincentivize parking with a Work Place Parking Levy.

Prevent temporary car parks on vacant land in urban areas.

Expand residents only parking schemes (=commuter exclusion zones)

Promote Park and Ride bus and rail schemes along arterial approaches to built up areas: not everyone lives close to a rail station or convenient bus route.

2. Buses

Given the present legislation, the most effective method for bringing about the re- organisation of bus services, and

integrated ticketing is through the use of franchising powers by the West of England Combined Authority.

Martin Garrett

on behalf of TfGB

Item 14 WECA 30th October 2017 – Revised Recommendation at paragraph 13

Employment Support Innovation Pilot Budget Changes - October 2017					
	WECA	Bristol	Bath and North East Somerset	South Gloucestershire	Total
Original Budget	£307,000	£1,823,000	£915,000	£915,000	£3.96m
Increased Budget	£347,000	£1,823,000	£915,000	£915,000	£4m

Current Recommendation:

13 That the WECA approves a sum of £3.96m resource to be allocated as follows:

- a. Within the WECA Budget to fund WECA project costs (£307,000)
- b. to the Mayoral Budget to enable to allocation of grant funding to councils to meet the costs of delivery (£3,653,000) subject to the full grant of £3.96m being paid to the Combined Authority by DWP.

New Recommendation

13 That the WECA approves a sum of £4m resource to be allocated as follows:

- a. Within the WECA Budget to fund WECA project costs (£347,000)
- b. to the Mayoral Budget to enable to allocation of grant funding to councils to meet the costs of delivery (£3,653,000) subject to the full grant of £4m being paid to the Combined Authority by DWP.

Rationale for funding allocation

It is recommended that the additional 40k should be allocated to WECA to provide some contingency in the overall budget and fund necessary project management costs to enable to robust evaluation of the project. This has been discussed and agreed with skills officers.

ITEM: 9

**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY
COMMITTEE**

DATE: 7th December 2017

REPORT TITLE: PAY POLICY STATEMENT

AUTHOR: Alex Holly – Interim Head of Human Resources

1. Purpose of Report

The report seeks the Committee's agreement to the Authority's Pay Policy Statement for 2017/18

2. Issues for Consideration

- 2.1 Under the provisions of the Localism Act 2011 [Section 38 (1), the Authority is required to and publish a pay policy statement.
- 2.2 Associated statutory guidance is set out in the Openness and Accountability in Local Pay: Guidance and Supplementary Guidance under section 40 of the Localism Act (February 2012 & 2013) together with Department for Communities and Local Government's Local Government Transparency Code 2015.
- 2.3 The statement should be reviewed at least annually and its approval cannot be delegated to any executive or committee function.
- 2.4 It is anticipated that the statement will be agreed by 31 March preceding the year to which it applies. As the Order establishing West of England Combined Authority did not come into force until 9 February 2017, this was not possible for 2017-18 and an Interim Pay Policy was agreed by the Committee on 15th September to facilitate the progression of senior appointments.
- 2.5 The attached pay policy statement is presented as recognising that the current workforce transferred to the new employer on existing terms and conditions of service under the provisions of TUPE. Work is now underway on implementing the organisational structures and associated terms and conditions of employment that the Combined Authority will need in staffing terms to deliver its objectives and priorities.
- 2.6 The attached draft is intended to give sufficient flexibility to develop the pay structures necessary to attract and retain staff with the necessary skills and expertise whilst establishing general principles in respect of future pay strategy.

3. Consultation:

- 3.1 Recognised trade unions are being engaged on the development of general terms and conditions of employment for Authority employees including the pay and grading process set out the pay policy statement.

4. Other Options Considered:

4.1 The Authority is required to prepare a pay policy statement. Further development of general terms and conditions of employment will consider options available in terms of the appropriate HR policies.

5. Risk Management/Assessment:

5.1 There is a statutory requirement to produce a pay policy statement. The attached document addresses this obligation.

6. Public Sector Equality Duties:

6.1 The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

6.2 The Act explains that having due regard for advancing equality involves:

- Removing or minimizing disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

6.3 The general equality duty therefore requires organisations to consider how they could positively contribute to the advancement of equality and good relations. It requires equality considerations to be reflected in the design of policies and the delivery of services, including policies, and for these issues to be kept under review.

6.4 The present draft has been prepared considering the Authority's general obligations as an employer under the Equality Act 2010 as well as the more specific public sector equality duty. Further work in developing HR policy will be similarly mindful of these requirements

7 Finance Implications:

None arising directly from this report.

8 Legal Implications:

These are addressed in the report where relevant.

9 Human Resources Implications:

The report deals exclusively with HR/employment matters.

10. Recommendation:

That:

The Committee approve the pay policy statement.

West of England Combined Authority Contact:

Email: info@westofengland-ca.gov.uk

Telephone: 0117 42 6210

Appendices & Background Papers:

Appendix 1: Draft Pay Policy Statement 2017-18

APPENDIX 1

Pay Policy Statement 2017 -18

Introduction

The West of England Combined Authority is made up of three of the local authorities in the region – Bath & North East Somerset, Bristol and South Gloucestershire.

Working with our partners including the West of England Local Enterprise Partnership, North Somerset Council and other local service providers, our aim is to deliver economic growth for the region and address challenges including productivity and skills, housing and transport.

1. Purpose and scope

- 1.1 The purpose of the statement is to provide a clear and transparent policy to the public, which demonstrates accountability and value for money.
- 1.2 The policy statement will meet the Authority's obligations under the Localism Act 2011 [Section 38 (1)] and the associated statutory guidance set out in the Openness and Accountability in Local Pay: Guidance and Supplementary Guidance under section 40 of the Localism Act (February 2012 & 2013) together with the Local Government Transparency Code 2015 (February 2015)) from the Department for Communities and Local Government.
- 1.3 It will articulate the Authority's policies towards a range of issues relating to the pay (including severance pay) of its direct workforce its Chief Officers, as defined by the Local Government and Housing Act 1989 and all other employees (in accordance with provisions in the Localism Act). The policy will be reviewed, at least annually, to reflect any statutory changes (particularly in relation to public sector severance payments), anticipated in the coming the year.
- 1.4 The Authority's pay arrangements will reflect the need to recruit, retain and motivate skilled employees to ensure high levels of performance balanced with accountability on the public purse. The policy will be underpinned by principles of fairness and equality and will need to recognise the flexibility which is essential in delivering a range of services.
- 1.5 The statement will be reviewed annually in advance of the financial year to which it relates. It's approval and any subsequent amendments will be considered at a meeting of the Combined Authority. The statement will be published on the Authority's public website

2. Definitions

For the purposes of this Pay Policy Statement the following definitions apply:

- 2.1 **'Pay'** in addition to base salary includes charges, fees, allowances, benefits in kind, increases in/enhancement to pension entitlements and termination payments where applicable.

'Chief Officers' refers to the Chief Executive, as 'Head of Paid Service' and posts reporting to that postholder, excluding administrative support functions

'Lowest paid employee' refers to those employees in substantive full-time employment at the lowest scale point of the Authority's pay scale

APPENDIX 1

3. General principles & practice

- 3.1 The West of England Combined Authority's employment practice will be governed generally by the relevant national and European legislation and, where relevant, specific local government legislation and regulation.
- 3.2 **Principles:** The Authority values all its employees and aims to apply a consistent and fair approach to pay and benefits, in line with the following principles:
- ✓ To work within financial constraints using those limited funds in the most effective way to support the Authority in the provision of quality cost effective services.
 - ✓ To take account of affordability in the introduction and maintenance of any changes to pay structure.
 - ✓ To support a flexible approach to the acceptance of changes to tasks, duties and responsibilities by employees and allow for flexibility between posts.
 - ✓ To be mindful of the market in making decisions about pay and benefits enabling the Authority to attract and retain its employees and to respond to situations where market forces dictate the necessity to apply supplements to established salaries.
 - ✓ To actively work towards reducing any unjustified gender pay gaps and promote an equal pay agenda ensuring that transparent and accessible pay and job evaluation systems, processes and systems meet legislative requirements.
 - ✓ To be clear about the recognition and reward of performance, whether at whole organisation, service, team or individual level.
 - ✓ To manage pay and benefits processes appropriate to service delivery in a fair and consistent way, and in line with a commitment to remaining within the framework of the relevant national pay and conditions agreements.
 - ✓ To aim to retain a core set of benefits for all employees.
- 3.3 **Practice:** Basic pay will be determined through:
- The job role and its accountability in the overall context of the Authority's services and responsibilities using a job evaluation process based on objective criteria and free from discriminatory bias.
 - Ensuring that all employees are dealt with on this basis with no distinction being made for senior management appointments, including Chief Officers, their Deputies and staff generally.
 - The terms of the relevant national agreements on pay and conditions of service.
 - The amount available for the pay review process is also impacted by what the Authorities which are party to the national agreements can collectively afford.
 - A comprehensive pay and grading structure will be adopted that must be affordable and offer recruitment and retention incentive.
 - The outcome of reviews into the local pay and grading structures are determined within the terms of this policy and the Authority's governance arrangements.
- Note: The pay rate for apprentices, interns and trainees, will reflect the degree of training and development required in the roles.*
- 3.4 **Equal pay:** The Authority is committed to the principle of equal pay for all posts of the same size and value. To put its commitment to equal pay into practice, it will:
- Regularly review its pay grade and rates for all current staff and starting pay for new staff in line with Equality and Human Rights Commission guidance to ensure a robust and consistent approach.
 - Inform employees of how these practices work and how their own pay is arrived at.
 - provides training and guidance for managers and supervisory staff involved in decisions about pay and benefits.
 - Regularly monitor pay and grading data and statistics and will publish pay equality data as statutorily required

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4. Senior pay

4.1 The remuneration of the Chief Executive and other senior management appointments in the Authority is undertaken by external analysts using the Hay Job Evaluation process. Levels of pay have been market-related by being compared to a national data base maintained by the Hay Group of similar posts in a wide range of public and not for profit sector organisations and recognising regional influences. The pay structure for Chief Officers takes account of clearly defined 'statutory responsibilities'. Four pay bands will be available for the most senior officers, as set out below:

BAND	MIN/MID/ MAX POINTS	Composition, Terms & Conditions
CHIEF EXECUTIVE/ HEAD OF PAID SERVICE & other senior management appointments*		
Band 1	Fixed/Spot	<ul style="list-style-type: none"> - A fixed salary within the range £135,000 to £155,000 pa taking account of current public sector market median data provided by the independent analysts with recognition of regional influences and the Authority's general starting salary policy. - No variable element within the remuneration package e.g. bonuses, charges, fees or allowances, benefits in kind - Salary subject to annual review to take account of factors such as performance, capability, JNC national pay settlements. - Other conditions of service are those determined nationally by the JNC specifically for these appointments or, as locally determined for all other staff.
Band 2	Fixed/Spot	<ul style="list-style-type: none"> - A fixed salary within the range £110,000 to £125,000 pa t taking account of current public sector market median data provided by the independent analysts with recognition of regional influences and the Authority's general starting salary policy. - No variable element within the remuneration package e.g. bonuses, charges, fees or allowances, benefits in kind - Salary subject to annual review to take account of factors such as performance, capability, JNC national pay settlements. - Other conditions of service are those determined nationally by the JNC specifically for these appointments or, as locally determined for all other staff.
Band 3	Fixed/Spot	<ul style="list-style-type: none"> - A fixed salary within the range £90,000 to £99,000 pa taking account of current public sector market median data provided by the independent analysts with recognition of regional influences and the Authority's general starting salary policy. - No variable element within the remuneration package e.g. bonuses, charges, fees or allowances, benefits in kind - Salary subject to annual review to take account of factors such as performance, capability, JNC national pay settlements. - Other conditions of service are those determined nationally by the JNC specifically for these appointments or, as locally determined for all other staff.
Band 4	Fixed/Spot	<ul style="list-style-type: none"> - A fixed salary within the range £80,000 to £90,000 pa taking account of current public sector market median data provided by the independent analysts with recognition of regional influences and the Authority's general starting salary policy. - No variable element within the remuneration package e.g. bonuses, charges, fees or allowances, benefits in kind - Salary subject to annual review to take account of factors such as performance, capability, JNC national pay settlements. - Other conditions of service are those determined nationally by the JNC specifically for these appointments or, as locally determined for all other staff

**In accordance with decisions of the Employment & Appointments Committee: 24 May 2017*

4.2 The Authority has adopted a pay range to allow flexibility in candidate attraction. Individual appointments will be made on a 'fixed or spot salary'. Pay increments with time served progression are not appropriate. Placement within the range will reflect factors such as capability, experience, previous salary history, and marketability.

4.3 Senior staff will not be differentiated from other members of staff in terms of remuneration on resignation or termination. The Authority's general arrangements for severance and scheme for discretionary payments will be developed and adopted prior to publication of the next annual statement.

APPENDIX 1

- 4.4 If proposed severance packages are likely to exceed £99,999 (this threshold includes [but is not limited to] any proposals in respect of salary to be paid in lieu, redundancy compensation, pension entitlements and holiday pay as appropriate) will be considered in accordance with agreed Authority governance arrangements. This provision will be reviewed to comply with any legislative changes made during the year.
- 4.5 The Authority's threshold level for disclosure of senior staff salaries will be at the minimum point of the senior civil service pay scale and above as at 31 March of any given year to which this policy applies.

5. Pay of the lowest-paid employees

- 5.1 The Authority has resolved that no employee will be paid less than the UK Living Wage, which is set by the Living Wage Foundation. The Authority has adopted this definition because it has decided that none of its employees should be paid less than the UK Living Wage.
- 5.2 For 2017/18, the UK Living Wage is £8.45 per hour, which equates to a minimum salary of £16,303 (based on a full-time week of 37 hours).
- 5.3 For 2018/19, the UK Living Wage will rise to £8.75 per hour, which equates to a minimum salary of £16,882 (based on a full-time week of 37 hours).
- 5.4 Apprentices and interns are normally exempt from the provisions of the Living Wage.

6. Relationship between senior pay and the 'lowest paid Authority employee'

- 6.1 As a newly established employer, the Combined Authority is developing the organisational and pay structures to best meet its service delivery needs.
- 6.2 Given the maximum salary for the Chief Executive Officer is £155,000 and the lowest paid member of staff will never receive less than the Living Wage as defined by the Living Wage Foundation (£16303 per annum pro rata), the maximum possible pay ratio from the highest to the lowest-paid employee would be 9.5 to 1 based on a 37 hour working week.
- 6.3 The lowest-paid current employee at the Authority receives a salary of greater than the Living Wage, such that the actual ratio of highest to lowest-paid employee is in fact less than the theoretical maximum stated in 6.2 above.

7. Pay Bands

- 7.1 The Authority will adopt the job-evaluated pay structure used by Bath and North East Somerset Council for all staff below Chief Officer level. While it may be necessary in the future for the Authority to develop its own pay and grading scheme, this position takes account of the fact that the majority of current Authority staff are on Bath and North East Somerset Council terms and conditions, as well as the fact that there is a clear job evaluation scheme in place which has been fully approved by the Unions and is in line with Joint National Council (JNC) provisions.

8. Pensions

- 8.1 Subject to the provisions of the relevant scheme, all directly employed staff will be enrolled into the Local Government Pension Scheme, a statutory contributory scheme. They may choose to opt out of membership. In accordance with the statutory requirement, the Authority will determine its policy in respect of discretionary provisions available within the scheme prior to publication of its next annual statement.

8.2 The Authority will develop a policy for flexible retirement which is specifically authorised by statute whereby individual staff, with employer approval, may draw their pension and continue in employment at a lower pay grade/ working shorter hours.

9. Use of consultants, contractors and temporary 'agency' staff.

9.1 Ordinarily staff will be engaged directly by the Authority as employees but on an exceptional basis, if circumstances deem it necessary, people may be engaged under 'contracts for services' as consultants or contractors or on an 'agency basis'. When this situation arises, the Authority will give detailed prior consideration to the benefit of doing so and that the overriding need to ensure value for money is achieved. Such arrangements must be in accordance with the Authority's Codes of Practice and Financial Regulations.

10. Publication

10.1 The Authority's approach to the publication of and access to information on the remuneration of Chief Officers is to include it on its public website as part of its requirements within the Accounts and Audit (England) Regulations 2011 and in accordance with the Code of Recommended Practice for Local Authorities on Data Transparency. A copy of the Pay Policy Statement will be published on the Authority's website.

Further information

For further information on the pay policy please contact the Authority as follows:

Email: info@westofengland-ca.gov.uk

Telephone: 0117 428 6210

ITEM: 10

REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY (“WECA”)

DATE: 7 DECEMBER 2017

REPORT TITLE: WEST OF ENGLAND COMBINED AUTHORITY TRANSPORT DELIVERY FOR 2018/19

AUTHOR: JAMES WHITE, WEST OF ENGLAND COMBINED AUTHORITY (WECA)

Purpose of Report:

- 1.1 To set out proposals for the delivery of WECA’s Integrated Transport Authority functions for 2018/19.

Background:

- 2.1 The WECA meeting on 15 March 2017 set out arrangements for delivering WECA’s Integrated Transport Functions for 2017/18. These functions are Concessionary Travel, Supported Bus Services, Community Transport Grants and Local Bus information including Real Time Information (RTI). For 2017/18 the decision taken by WECA was to continue all existing arrangements with the constituent councils delivering the transport functions on behalf of WECA.

Transport Delivery Proposals for 2018/19

- 3.1 It is proposed that the arrangements for the delivery of WECA’s Integrated Transport Authority Functions agreed at the WECA meeting on 15 March 2017 are continued for 2018/19. These are set out in Table One.

Table One: WECA Integrated Transport Authority Functions for 2018/19

Integrated Transport Authority function	Proposal for 2018/19
Concessionary Travel	<ul style="list-style-type: none"> 1. South Gloucestershire Council continue to manage the Diamond Travelcard scheme back office on behalf of WECA and North Somerset Council. 2. Each authority continues to issue their own Diamond cards and assess the eligibility of their residents. 3. There will be no changes to eligibility or hours of operation.
Community Transport	<ul style="list-style-type: none"> 4. The three constituent councils continue to deliver grant payments to community transport providers.
Supported Bus Services (joint power between WECA and the constituent councils)	<ul style="list-style-type: none"> 5. The constituent councils continue to manage the contracts for socially necessary bus services.

	<p>6. Socially necessary bus service contracts that were re-tendered in 2017/18 on short term contracts (Appendix A) be extended for a further short term in 2018/19 with arrangements/contracts with break clauses by the relevant council.</p> <p>7. WECA Chief Executive retains the power to approve urgent bus service contract changes.</p>
Bus Information	<p>8. Production and updating of roadside timetable displays, data verification, local management of Traveline (SWPTI) and publicity leaflets for contracted bus services remain with the constituent councils.</p> <p>9. BCC to continue to manage the Real Time Information (RTI) and TravelWest website on behalf of the constituent councils and North Somerset Council.</p> <p>10. Bus Information Strategy to be produced by WECA.</p> <p>11. Procurement of the new RTI contract for the constituent councils and North Somerset Council continues</p> <p>12. New Inter Authority Agreement to manage the provision of RTI across the West of England and North Somerset area is signed by WECA and all the councils,</p>
Quality Partnerships Schemes (QPS)	<p>13. WECA retains its power to enter into and have responsibility for QPS within the WECA area.</p>

3.2 Evaluation and monitoring proposals are being developed for all the Integrated Transport Authority Functions listed in Table One. These will be reported to a future meeting of this Committee.

Funding

4.1 The principle of the transport Levy on the constituent councils being set in line with the estimated costs which would have been incurred by the relevant constituent council (i.e. a revenue neutral basis) is to be continued. This will be reviewed during 2018/19 for possible changes in 2019/20.

Transport Work Packages and transitional arrangements

5.1 Appendix B sets out proposals for employing consultants to undertake four key Transport Work Packages to support the work and future delivery arrangements of WECA. All the work packages required the active involvement, expertise and leadership of officers from the constituent councils. The first work package is for WECA’s Integrated Transport Authority Functions. It will set out or assist with recommended options for concessionary travel, community transport, supported bus services and bus information and establish the benefits, costs, resources, structures and timescales required for their delivery.

- 5.2 Depending on the outcome of this work it may be possible to introduce transitional arrangements for the delivery of WECA’s Integrated Transport Authority Functions during 2018/19. Should any costs be incurred as a result of these transitional arrangements there will be no financial implications or impact for the constituent councils’ budgets as all costs arising from them will be covered by WECA.
- 5.3 The other Transport Work Packages cover the Bus Strategy, Key Route Network and the Strategic Environmental Assessment required for the new Joint Local Transport Plan. Proposals from consultants will be invited for one or more of the four Transport Work Packages. The Bloom framework for procurement is being used with four leading transport consultants asked to bid for the work. The total value of the four Transport Work Packages is between £120,000 and £160,000 and it is proposed that this can be met from within existing WECA income as set out below.

Virement from:

Up to £160,000 from Retained Business Rates and Treasury Investment Income

Virement to:

Integrated Transport Authority up to	£25,000
Bus Strategy up to	£85,000
Key Route Network up to	£25,000
Strategic Environmental Assessment up to	£25,000
TOTAL	£160,000

Transport and Highways Capital Grants

- 6.1 The WECA Mayor is responsible for the payment of transport related annual capital grant funding streams previously distributed directly by the Department for Transport (DfT), including:
- Highways maintenance grants
 - Highways incentive grants
 - Integrated transport grants
 - National productivity investment fund grants
- 6.2 For 2018/19 it is proposed that no changes are made to the proportions and distribution of this funding to the constituent councils. Going forwards, distribution may change to reflect future proposals and priorities including meeting the costs of the Key Route Network which will be agreed during the course of the financial year. This will be dealt with through WECA working with the constituent councils with all proposals to be agreed through the WECA Committee.

Consultation:

- 7.1 Public consultation will take place on a number of work areas discussed above as they progress.

Other Options Considered:

- 8.1 The above transport functions became the legal responsibility of WECA, or are required to inform or support these.

Risk Management/Assessment:

- 9.1 Key risks include those around financing the continued implementation of these functions, gaining agreement and public acceptability for specific elements, and risks around

resourcing their development and delivery. Performance monitoring arrangements will be developed to ensure that risks are minimised.

Public Sector Equality Duties:

- 10.1 Where appropriate, feedback will be sought from affected communities and statutory consultees to meet the authorities' duties under the Equality Act 2010 for consulting on proposals.

Economic Impact Assessment:

- 11.1 The transport functions will be progressed to support the continued growth of the local and wider economy.

Finance Implications:

- 12.1 Budgets for the continued delivery by the constituent councils of WECA's Integrated Transport Authority Functions in 2018/19 will be based on the principles set out in this report for consideration as part of the Mayoral and WECA Budgets on 2 February 2018. All future changes will be reported to the WECA Committee for approval.

Legal Implications:

- 13.1 The Integrated Transport Authority functions are the legal responsibility of WECA with the exception of supported bus services which is jointly held by WECA and the constituent councils. Highway powers remain with the relevant highway authority.

Environmental Implications:

- 14.1 The report sets out measures to ensure the continued delivery of transport functions passed to the West of England Combined Authority. They all seek to promote the use of sustainable modes of transport and will, therefore, have a positive impact environmentally.

Land/Property Implications;

- 15.1 None arising from this report.

Human Resources Implications:

- 16.1 If WECA take on direct management for all or some of the Integrated Transport Authority Functions there will be additional staff required to manage and monitor delivery of these functions. There will also be staff implications where these functions are currently undertaken by the constituent councils.

Recommendation:

- 17.1 The Committee is asked to endorse proposals 1. to 13. set out in Table One for the delivery of WECA's Integrated Transport Functions during 2018/19.
- 17.2 The Committee is asked to endorse WECA's right to introduce, with the full involvement of the constituent councils, transitional arrangements during 2018/19 should the opportunity arise. All future ITA arrangements will be reported to the WECA Committee for approval.
- 17.3 The Committee is asked to endorse that for 2018/19 budget allocations no changes are made to the proportion and distribution of funding formerly provided directly by the Department for Transport to the constituent councils. All future changes will be reported to the WECA Committee for approval.

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- 17.4 To undertake the procurement process and appoint consultants for the four Transport Work Packages.
- 17.5 To approve the virement of up to £160,000 from WECA Income Budgets to cover the associated costs of this work.

West of England Combined Authority Contact: James White

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Background Papers

None

Appendix A

Supported Bus Services for 2018/19

This appendix confirms all of the bus services that have approval for operation in 2017/18 by the constituent councils.

It is these services that require endorsement by West of England Combined Authority as a joint power for extension into 2018/19.

UA	Service	Description
B&NES	17	Southmead – Keynsham (daily)
B&NES	20A & 20C	University of Bath circular (Mon – Fri)
B&NES	20A & 20C	University of Bath – Twerton (Mon – Fri)
B&NES	20A & 20C	University of Bath - Twerton (Mon – Fri eve peak)
B&NES	20A & 20C	University of Bath circular (Sat)
B&NES	67	West Harptree – Bristol (Mon – Fri)
B&NES	82	Paulton – Radstock (Mon - Fri)
B&NES	172	Bath – Paulton (Mon – Sat evenings)
B&NES	172	Bath – Paulton (Sun & PH evenings)
B&NES	177	Midsomer Norton – Bristol (Mon-Fri)
B&NES	179	Bath - Writhlington (daily)
B&NES	179	Bath – Writhlington (Mon-Sat evenings)
B&NES	185	Clutton – Trowbridge (Thurs)
B&NES	267	Bath – Frome (Mon – Sat evenings)
B&NES	636,640	Hengrove/Bishop Sutton – Keynsham (Fri)
B&NES	636,757	Hengrove – Keynsham / Odd Down – Midsomer Norton (Weds)
B&NES	636,668	Hengrove – Keynsham / Camerton – Bristol (Mon)
B&NES	663, 664, 665	Keynsham local services (Mon – Sat)
B&NES	672	Bristol – Blagdon (Mon – Sat)
B&NES	672	Bristol – Blagdon (Mon – Fri evening peak)
B&NES	683	Keynsham – Wells (Tues)
B&NES	700, 716, 734, 779	Bath city services (Mon – Sat)
B&NES	701	Lower Bristol Road – Sion Hill (University terms)
B&NES	752	Hinton Blewett – Bath (Weds)
B&NES	754	Hinton Blewett – Radstcok (Mons)
B&NES	768	Clutton – Bath (Mon – Fri)

B&NES	768	Bath – Writhlington (Mon – Fri)
B&NES	A4	Journey via Chandag Estate (Mon – Fri early morn)
B&NES	RA3 & RA4	Green Park – Ralph Allen School (school days)
B&NES	FareCar 1	Langridge FareCar shared taxi service
B&NES	FareCar 2	Wellow FareCar shared taxi service
B&NES	PARK & RIDE	Park & Ride Services
B&NES	620	Old Sodbury – Bath (Mon – Sat)
B&NES	94	Trowbridge – Bath (Mon –Fri)
B&NES	265	Bath – Warminster (Mon – Sat evenings)
B&NES	265	Bath – Warminster (Sun & PH)
BCC	1	Broomhill to Cribbs Causeway (Mon-Sat evenings)
BCC	2	Stockwood to Cribbs Causeway (Mon-Sat evenings)
BCC	5	The Centre to Downend (Mon-Sat mornings)
BCC	5	The Centre to Downend (Mon-Sat evenings)
BCC	5	The Centre to Downend (Sundays)
BCC	6	The Centre to Kingswood (Mon-Sat evenings)
BCC	7	The Centre to Staple Hill (Mon-Sat evenings)
BCC	18	Henbury to Lyde Green (Mon-Sat evenings)
BCC	18	Henbury to Lyde Green (Sundays)
BCC	18A	Avonmouth to Lyde Green (Saturdays)
BCC	24	Ashton Vale to Southmead Hospital (Mon-Sat evenings)
BCC	36	The Centre to Hengrove Park (Mon-Sat evenings)
BCC	36	The Centre to Hengrove Park (Sundays)
BCC	50	The Centre to Hengrove Park (Mon-Sat evenings)
BCC	90	Broadmead to Hengrove Depot (Mon-Sat evenings)
BCC	77	The Centre to Southmead Hospital (Mon-Sat)
BCC	902	Portway Park and Ride to The Centre (Mon-Sun)
BCC	904	Brislington Park and Ride to The Centre (Mon-Sun)
BCC	903	Long Ashton Park and Ride to The Centre (Mon-Sat)
BCC	17	Keynsham to Southmead Hospital (Mon-Sat evenings and Sundays)
BCC	52	Broadmead to Hengrove Park (Mon-Fri)
BCC	515	Stockwood to Imperial Park (Mon-Sat)
BCC	505	Long Ashton Park and Ride to Southmead Hospital (Mon-Sun)
BCC	506	Southmead Hospital to Create Centre/Broadmead (Mon-Sat)

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BCC	508	Shirehampton to Southmead Hospital (Mon-Sat)
BCC	511	Hengrove to Bedminster (Mon-Sat)
BCC	512	Totterdown to Bedminster/Broadmead (Mon-Sat)
BCC	513/514	Knowle to Brislington Village/Brislington Tesco (Mon-Fri)
SGC	19A	Cribbs Causeway to Bath Bus Station (Daily)
SGC	46	Bristol Bus Station – Yate Shopping Centre(Daily)
SGC	77	Thornbury – Bristol City Centre (Mon – Sat). Note Southmead to Bristol is supported by BCC.
SGC	84	Yate – Wotton Under Edge via Cromhall (Mon – Sat)
SGC	85	Yate – Wotton Under Edge via Charfield (Mon – Sat)
SGC	86	Yate – Longwell Green (Mon – Sat)
SGC	202	Chipping Sodbury to Winterbourne (Mon-Fri)
SGC	620	Old Sodbury – Bath (Mon – Sat)
SGC	622	Chipping Sodbury – Cribbs Causeway (Mon – Sat)
SGC	623	Severn Beach to Bristol City Centre (Mon/Wed/Fri)
SGC	625	Severn Beach – UWE (Mon – Sat)
SGC	626	Wotton Under Edge – Bristol City Centre (Mon – Fri)
SGC	628	Cribbs Causeway – Severn Beach (Sun & Bank Holidays)
SGC	634	Tormarton – Kingswood (Mon – Friday)
SGC	684	Wick – Keynsham (Tues and Thurs only)
SGC	680	Yate – UWE (Term times only)
SGC	948	Pucklechurch – Oldland (School days only)
SGC	963	Patchway – Winterbourne (School Day Only)
SGC	967	South Yate – Brimsham Green (School Days Only)
SGC	7	Bristol City Centre – Staple Hill (Daily)
SGC	17	Southmead – Keynsham (Daily)
SGC	18	Emersons Green – Henbury (Mon – Sat). Now renumbered as service 10.
SGC	35	Marshfield – Bristol City Centre (Mon – Sat)
SGC	41	Yate – Malmesbury (Mon – Sat)
SGC	X49	Yate – Bristol City Centre (Daily)
SGC	78/ 79	Bristol City Centre – Thornbury (Daily)
SGC	79 (228)	Marshfield to Bath Centre (Mon – Sat)
SGC	82	Southmead Hospital – Yate (Daily)

APPENDIX B

WECA TRANSPORT WORK PACKAGES

Purpose

- 1.2 To outline the four Transport Work Packages required for the future delivery of WECA's transport functions, the procurement process to be used and estimated spend to be released.

Background

- 2.1 As reported to the WECA meeting on 30 October 2017 for each of the Integrated Transport Authority (ITA) functions options will be developed – in liaison with the council officers – for going forward into 2018/19 and beyond. The ITA functions relate to transport operations and services, including, Concessionary Travel, Supported Bus Services, Community Transport Grants and Local Bus information (including Real Time Information (RTI)), and wider duties such as the production of a Bus Strategy, the development of the Key Route Network (KRN) and the Joint Local Transport Plan.

Transport Work Packages

- 3.1 Four transport work packages have been identified to take forward this work. They are:
1. Integrated Transport Authority – future arrangements and monitoring for concessionary travel, community transport, supported bus services and bus information
 2. Bus Strategy – network review, overview document, bus services model and future delivery options
 3. Key Route Network (KRN) – establish objectives and the criteria and produce a draft network map
 4. Strategic Environmental Assessment (SEA) - required for the new Joint Local Transport Plan to demonstrate how environmental considerations have been incorporated into the Plan.
- 3.2 Work packages 2. to 4. will inform the development of the Joint Local Transport Plan and provision will be made for additional technical support for the Plan should it be needed.
- 3.3 The work packages will be coordinated by WECA officers, and will involve a combination of consultant support and officer input, the latter from both WECA and the constituent authorities. There is a need to draw on consultancy advice due to limited WECA resources at this current time and to draw on expertise and best practice from other areas of the country.
- 3.4 The work packages will be required to:
- Set out or assist with recommended options for the future delivery of WECA's transport functions.
 - Establish the benefits, costs, resources and structures required for the options and timescales for their delivery.

Appointment of Consultants

- 4.1 Proposals from consultants will be invited for one or more of the four Transport Work Packages. The Bloom framework for procurement is being used with four leading transport consultants asked to bid for the work. The timescales for the submission of proposals are:

- Submission of proposal(s) by mid-day on 31 December 2017.
- Proposals to be reviewed by 8 January 2018
- Consultants to be informed by 12 January December 2018
- Inception meetings to be held week commencing 15 January 2018.

Timescales for reporting

5.1 The timescales for the reporting of the four Transport Work Packages is as follows:

1. Integrated Transport Authority functions

- Report on ITA functions with recommended options for 30 March 2018

2. Bus Strategy

- Bus Strategy Overview (Stage A) produced by 30 March 2018
- Full Bus Strategy and bus operating model (Stage B) 31 October 2018

3. Key Route Network

- KRN criteria report for 30 March 2018
- KRN map proposal for 30 March 2018

4. Strategic Environmental Assessment

- SEA inception note for 1 March 2018
- Draft Scoping report for 11 May 2018
- Final Scoping report for 15 June 2018

Finance Implications

6.1 The total value of the four Transport Work Packages is between £120,000 and £160,000 and it is proposed that this can be met from within existing WECA income, which are exceeding estimated levels.

Next steps

7.1 Undertake the procurement process and appoint consultants for the four Transport Work Packages.

7.2 Arrange the virement of up to £160,000 from WECA Income Budgets to cover the associated costs of this work.

West of England Combined Authority Contact: James White

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ITEM: 11

REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY (“WECA”)

DATE: 7 DECEMBER 2017

REPORT TITLE: INVESTMENT FUND - METROWEST PHASE 1

AUTHOR: PETE DAVIS, WEST OF ENGLAND COMBINED AUTHORITY (WECA)

Purpose of Report:

- 1.1 To consider a funding allocation to support the delivery of MetroWest Phase 1 linked to the submission of a Large Major Schemes bid.

Background:

- 2.1 The West of England Devolution Deal secured £900m for the creation of an Investment Fund forming part of a wider investment programme for the region. Aligned to regional strategies, the objective for this investment programme is to boost and strengthen economic growth in the West of England Combined Authority area through delivering:
 - a. Effective, resilient infrastructure;
 - b. World class skills for employment; and
 - c. Businesses that succeed
- 2.2 As reported to the WECA Committee in June, a process of prioritisation will be developed to ensure that investment decisions the Committee will be asked to make will deliver these objectives. Further reports will be provided as this work progresses in line with the activities and WECA Committee decisions outlined in the June report.
- 2.3 MetroWest Phase 1 has previously been identified as a priority scheme through inclusion within the Local Growth Fund programme and an allocation of £53.4m supported by contributions by the Councils.

MetroWest Phase 1

- 3.1 A report to the West of England Joint Committee following this meeting recommends that a Large Local Major Scheme funding bid for MetroWest Phase 1 is submitted to DfT by the deadline of 22 December. This report identifies an additional local contribution for the scheme of £12m, of which £6m is being met by North Somerset Council, in order to present a compelling case for funding by the Department for Transport. Subject to the agreement of the submission of this bid at the at the Joint Committee, it is proposed that an allocation of £6m is made to MetroWest Phase 1 from the Investment Fund.

Consultation:

- 4.1 Consultation has been integral to the development of the MetroWest Phase 1 scheme from its inception.

Other Options Considered:

- 5.1 Scheme and funding options are set out in detail in the report to the Joint Committee.

Risk Management/Assessment:

- 6.1 A detailed assessment of the risk has been undertaken and is set out in the report to the Joint Committee.

Public Sector Equality Duties:

- 7.1 Equality Impact Assessments has been undertaken and will be updated as the MetroWest Phase 1 scheme progresses (see www.travelwest.info/projects/MetroWest)

Economic Impact Assessment:

- 8.1 The scheme is forecast to generate 514 net new permanent jobs and £32M per annum GVA. In addition further temporary jobs and additional GVA will be created during the construction phase. The total estimated discounted GVA during the first 10 years is £264m.

Finance Implications:

- 9.1 As set out in the body of the report.

Advice given by: Tim Richens, Interim Section 151 Officer, WECA

Legal Implications:

- 10.1 There are no additional legal implications arising from this report.

Advice given by: John McCormack, Monitoring Officer

Environmental Implications:

- 11.1 None arising from this report.

Land/Property Implications;

- 12.1 None arising from this report.

Human Resources Implications:

- 13.1 None arising from this report.

Recommendation:

The Committee approves a funding allocation of £6m for MetroWest Phase 1 from the Investment Fund subject to a successful Large Majors bid and Outline Business Case approval.

West of England Combined Authority Contact:

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Background Papers

Metrowest Phase One Business Case: Agree Next Steps. Report to West of England Joint Committee 7 December 2017