

**WEST OF ENGLAND**

Combined Authority

BATH & NORTH EAST SOMERSET  
BRISTOL  
SOUTH GLOUCESTERSHIRE

Minutes of the meeting of the  
West of England Combined Authority  
15<sup>th</sup> March 2017

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1	<p><b>EVACUATION PROCEDURE</b></p> <p>The Chair, Councillor Matthew Riddle, Leader of South Gloucestershire Council, welcomed everyone to the second meeting of the West of England Combined Authority and introduced his colleagues, Mayor of Bristol Marvin Rees, Cllr Tim Warren, Leader of Bath &amp; North East Somerset Council and Stephen Robertson, Chair of the Local Enterprise Partnership.</p> <p>The Chair made a safety announcement in relation to the fire/emergency evacuation procedure and reminded everyone that the meeting was being webcast live, with a recording to be made available on the website following the meeting.</p>
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>There were no apologies for absence.</p>
3	<p><b>DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972</b></p> <p>There were no declarations of interest.</p>
4	<p><b>MINUTES</b></p> <p><b>Resolved:</b> That the minutes of the meeting on 1<sup>st</sup> March 2017 be confirmed and signed as a correct record.</p>
5	<p><b>CHAIR'S ANNOUNCEMENTS</b></p> <p>The Chair welcomed everyone to the second meeting of the West of England Combined Authority Committee, the last before pre-election period on 27th March and confirmed that the following items would be considered at the meeting:</p> <ul style="list-style-type: none"> <li>• Transport Delivery arrangements for the Combined Authority</li> <li>• A report from the Independent Remuneration Panel recommending remuneration for the West of England Mayor and a scheme of allowances for the Combined Authority</li> <li>• The budget for the West of England Combined Authority. The Chair noted that the Treasury Management and Investment Strategies were agreed at the previous meeting. This budget, for 17/18, includes the Mayoral Budget as well as the West of England Combined Authority operational budget. The Chair also noted this budget itself does not identify the specific schemes to be delivered and that officers are currently developing an Investment Prioritisation process, supported using an Economic Model, which will be used to identify schemes. This process will be brought to a future Committee meeting for agreement.</li> <li>• A short report about operational policies and procedures for the Combined Authority</li> <li>• A request to note and adopt the single pot assurance framework which sets out the requirements from government relating to the appraisal, monitoring and evaluation of schemes</li> </ul> <p>The Chair noted that the newly elected West of England Mayor would join the next meeting of the West of England Combined Authority. Future agendas will include a standing agenda</p>

item to hear from the business community via the LEP Chair. He emphasised the importance of this to the Combined Authority.

The Chair then invited Stephen Robertson to address the meeting.

Stephen Robertson made the following comments:

- He was delighted to be at the second meeting of the West of England Combined Authority.
- He was pleased to see that the budget for the Local Enterprise Partnership has been retained at similar levels to ensure the continued management and oversight of key investment in the region such as the Local Growth Fund. He noted that the most recent deal, announced last month would bring £52.8m to the Region and commented that this demonstrates how West of England Combined Authority is committed to working with the Local Enterprise Partnership to build on the innovation and high productivity of the region
- He welcomed the opportunity for the Local Enterprise Partnership to continue to bring the voice of business to both this Committee and to the Joint West of England Committee, demonstrating how the Local Enterprise Partnership is helping to shape decisions around skills, jobs and inclusive economic growth

The Chair expressed thanks to Stephen Robertson and to the previous Chair for the support of the Local Enterprise Partnership.

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## **ITEMS FROM THE PUBLIC**

### **Public Questions**

No public questions were submitted.

### **Public speakers**

Mr David Redgewell, representing Southwest Transport Network, Bus Users UK and TSSA submitted a written statement to the Committee. He addressed the committee on a number of local transport issues including bus services and rail infrastructure. He emphasised the need for the Committee to work closely with North Somerset on public transport issues. He expressed concern about the overspend on the Portishead railway line and requested the Combined Authority work closely with Network Rail to expand MetroWest. In his opinion £30m per year is not a large sum of money; he felt more money was needed for public transport.

The Chair thanked Mr Redgewell for his comments and confirmed that his written statement would be included with the minutes of the meeting. The Chair noted that the issues around the Portishead line were of concern to everyone, including North Somerset, and that further meetings are taking place to consider this. The Chair also noted that the size of the deal for the West of England, on a per-head basis, is higher than other deals and confirmed that the West of England Combined Authority will be looking to secure further deals with Government

7	<p><b>PETITIONS FROM MEMBERS</b></p> <p>None received.</p>
8	<p><b>TRANSPORT DELIVERY</b></p> <p>The Chair introduced the Transport Delivery report. He noted that from the date the West of England Combined Authority came into being certain functions had transferred to it by operation of the law including Concessionary Fares, Community Transport Grants and Local Bus information (including Real Time Information). He made the following comments about the report:</p> <ul style="list-style-type: none"> <li>- The Chair referred to the recommendations contained in the report including the arrangements required to ensure the continued delivery of the transferred functions and services for the financial year 2017/18</li> <li>- In relation to Community Transport the Chair noted that this is a key part of the transport network in the West of England, especially for our most vulnerable citizens and communities. These recommendations, if approved, would ensure delivery would be unchanged during 17/18 whilst we review this in the wider context of regional transport.</li> <li>- In relation to Concessionary Travel this is also an important part of travelling around the West of England. The report highlights the statutory requirement to deliver a minimum scheme. The report recommends the scheme is made equitable across Bristol, South Gloucestershire and Bath and North East Somerset, by introducing all-day travel for those registered blind.</li> <li>- The Chair referred to powers that are exercisable jointly for socially necessary routes by the Combined Authority and the constituent councils. The report notes that a number of these contracts expire in 2017/18 and recommends that any retendering is done for the shortest possible period whilst the Combined Authority develops its' Bus Strategy.</li> <li>- He also highlighted the requests to endorse the list of proposed supported bus services for 2017/18 and to delegate authority to the West of England Combined Authority Chief Executive to approve urgent contract changes, consulting with members of this Committee as appropriate.</li> <li>- In relation to Real Time information, and the Travel West website, it was noted that Bristol City Council was currently leading on the procurement of a new RTI contract and noted the recommendation sought approval for the current contract arrangements to be extended by six months whilst future RTI contract arrangements are considered.</li> <li>- Lastly the Chair noted that the Combined Authority was asked to approve the making of the MetroBus Quality Partnership Schemes and the signing of Voluntary Partnership Arrangements with the participating operators and the request that Bristol City Council and South Gloucestershire Council are authorised to implement the same on behalf of West of England Combined Authority.</li> </ul> <p>The Chair moved the recommendations.</p> <p>Cllr Tim Warren seconded the recommendations and noted that it would be an important part of the future Regional Mayor's role to look at how we pay subsidies across borders.</p>

Mayor Rees noted it was important to think about a collection of behaviours and ways of working and that what we see here is that we are aligning ourselves around shared priorities. This will be important for the incoming Regional Mayor.

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

**Resolved:**

The West of England Authority will:

1. Delegate authorisation to the Monitoring Officer to enter into the necessary agreements to commission the delivery of community transport, bus information and Real Time Information, and concessionary travel as outlined above.
2. Approve the proposed change to the concessionary travel scheme to include all-day blind concessions in B&NES and that authority be delegated to the West of England Combined Authority Chief Executive to enter into the necessary agreements to achieve this.
3. Endorse the list of bus services as set out in appendix A of the report for delivery as a joint power by the constituent councils.
4. Approve the making of the MetroBus Quality Partnership Schemes and the signing of Voluntary Partnership Arrangements with participating operators and that Bristol City Council and South Gloucestershire Council be authorised to implement the same on behalf of West of England Combined Authority.

9 **INDEPENDENT REMUNERATION PANEL REPORT**

The Chair introduced the independent remuneration panel report which sets out the panels' recommendations regarding the appropriate level of remuneration for the West of England Combined Authority Mayor and an appropriate scheme of allowances for the combined authority generally. He noted that the panels' reasoning on their conclusion was set out in the report.

He thanked the panel members for doing this important piece of work, and for the time they had taken to consider and make recommendations.

The Chair moved the recommendations.

Mayor Rees seconded the recommendations.

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

**Resolved:**

1. The West of England Combined authority agreed the recommendations of the independent remuneration panel:
  - i. The initial remuneration for the West of England Mayor be set at £62,000 per annum. This figure to be reviewed by the IRP following one year of operation.

- ii. The West of England Combined Authority replicates the South Gloucestershire Council Scheme for Travel and Subsistence Allowances.

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## **BUDGET**

The Chair introduced the budget report which sets out the first budget proposal for the West of England Combined Authority to cover the financial year 2017/18.

He noted that as a first budget this has been brought forward under transitional arrangements to ensure an appropriate budget is in place for the Mayor and West of England Combined Authority, together with the respective capital programme provisions. In future years, once the Regional Mayor is in office, the legislation will require that the Mayoral Budget is agreed prior to the consideration of the West of England Combined Authority Budget.

The Chair noted the following points about the report:

- The Mayoral budget includes provision for the Mayoral election and office costs, plus highways maintenance and transport improvement grants passed from the Department from Transport to the Mayor as part of the devolution agreement.
- The West of England Combined Authority Budget has provision for governance, management and administration, including the management of funding for infrastructure, transport and skills.
- The report confirms that no additional costs should fall on the constituent councils over and above the actual costs incurred in 2016/17 and that where possible efficiencies will be sought through economies of scale, optimising use of existing resources and delivering value for money.
- The proposed capital programme focuses on highways and transport capital grants, together with preparatory work to identify prioritise the future infrastructure programme, an important piece of work we will be starting.

The Chair moved the recommendations

Cllr Tim Warren seconded the recommendations. He commented that we have the best deal and need to ensure this money is used properly. He noted that Government have made it clear that we will have opportunity to apply for future funding, including for transport. This year it is a relatively straightforward budget.

Mayor Rees commented that as we look at the resources we have in the region, it is important to remember this is a gateway to future deals. We have started doing the groundwork to unlock the strength, resilience and inclusive nature of our economy.

**On being put to the vote the motion was carried unanimously**

**Resolved:**

The West of England Combined Authority will:

1. Approve the Mayoral Budget for 2017/18 together with the funding contribution from the WECA of £1.81M (including one-off election costs) as set out in Appendix 2
2. Agree the specific Highways and Transport Capital Grant allocations totalling £20.475M to the constituent councils for 2017/18 as set out in Appendix 2, Annex 1 (table 2).
3. Approve the WECA Budget for 2017/18 as set out at Appendix 3.
4. Approve the Levy to be issued to the constituent councils totalling £15.281M in respect of transferring Transport functions as set out at Appendix 3.
5. Agree that no additional contributions should be requested from the constituent councils to meet the costs of the WECA.
6. Request the Monitoring Officer to commission appropriate delivery arrangements for concessionary fares, community transport grants and other relevant transport functions from the constituent councils to ensure continuity of related services for 2017/18 in accordance with the budgetary provisions set out in Appendix 3
7. Approve the WECA capital programme for 2017/18 as set out at Appendix 4 including the planned sources of funding, and noting that no borrowing is anticipated for 2017/18.
8. Note that the WECA will operate with limited financial reserves for 2017/18 and that any unforeseen costs will be met in accordance with the options set out in Appendix 3 (Para 9.3).

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## **POLICIES AND PROCEDURES**

The Chair introduced the policies and procedures report which highlights that the West of England Combined Authority will need a suite of operational policies and procedures to meet legislative requirements, to perform its duties functions and to manage its employees.

He noted that where appropriate some of these will require Committee approval, for example the Pay Policy, and that the report requests delegated authority be given to the Chief Executive of the West of England Combined Authority to prepare and submit a comprehensive list of policies and procedures for Committee approval.

The Chair moved the recommendations.

Mayor Rees seconded the recommendations.

**On being put to the vote the motion was carried unanimously**

**Resolved:**

The West of England Combined Authority will:

	<p>1. Give delegated authority to the Interim Chief Executive to prepare and submit to the West of England Combined Authority a comprehensive list of policies and procedures for approval by the West of England Combined Authority (including but not limited to the Pay Policy).</p>
<p>12</p>	<p><b>ASSURANCE FRAMEWORK</b></p> <p>The Chair introduced the assurance framework report which sets out the requirements to agree a framework with government that sets out how schemes funded through the Single Pot will be appraised, monitored and evaluated.</p> <p>He noted that Government has confirmed that it will make the initial £30m payment of the investment fund in this financial year (16/17) and the second payment early in 2017/18. The assurance framework has been reviewed by Government and it has confirmed it meets all their expectations. The Chair noted that the Committee was asked to note and adopt the approved the Single Pot Assurance Framework.</p> <p>The Chair moved the recommendations</p> <p>Cllr Tim Warren seconded the recommendations and thanked all officers involved for the work they have done on this. Mayor Rees and the Chair echoed these thanks. The Chair noted that thanks also be extended to Scrutiny members senior officers and officers from the West of England Local Enterprise Partnership</p> <p>On being put to the vote the motion was carried unanimously</p> <p>Resolved:</p> <p>The West of England Combined Authority will:</p> <ol style="list-style-type: none"> <li>1. Note and adopt the approved Single Pot Assurance Framework</li> </ol>
<p>13</p>	<p><b>ANY OTHER ITEMS THE CHAIR DECIDES ARE URGENT</b></p> <p>There were no other items of urgent business.</p> <p>The Chair noted that the next meeting will take place following the election of the West of England Mayor and thanked the public and officers for their attendance.</p> <p>The Chair declared the meeting closed at 14.28</p>
	<p><b>Signed:</b></p> <p><b>Date:</b></p>



**ITEM: 6**

**WEST OF ENGLAND COMBINED AUTHORITY (“WECA”)**

**DATE: 15 MARCH 2017**

**MEMBER AND PUBLIC FORUM**

Notice has been given for the following representations.

**Statement**

Pages

**ITEM 1:** David Redgewell, Southwest Transport Network on bus services, rail services and the Joint Spatial Plan and Joint Transport Study

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## Statement from David Redgewell

We, following our meeting at Swindon on Saturday with Railfuture and Bus Users UK are concerned over the following issues:-

- 1) The Buses Bill and the Combined Authorities powers over the 1985 Act to support bus services and cross boundary issues with North Somerset Council which would require a permit system if the buses were franchised or special regulations for advanced quality partnerships.
- 2) With Rail powers we need to include over the Portishead line and Henbury loop and existing station improvements on the current rail network to Bristol, Bath and Weston-Super-Mare including access to the disabled schemes and DIA's through a memorandum of understanding with ORR and Network Rail.
- 3) Cross boundary rail services with Somerset, Gloucestershire and Wiltshire.
- 4) Budget transfer supported bus budgets from Bristol City Council, BANES and South Gloucestershire Council and the combined authorities powers over bus services let by Bristol City Council on the 7th March 2017.
- 5) integrated bus, rail and ferry ticketing.
- 6) Maintenance of bus shelters and bus stations.

Therefore, works to stations such as Patchway, Lawrence Hill and Stapleton Road become more difficult to fund for disabled access, passenger waiting shelters and improved lighting. At the Travelwatch South West meeting, Sir Peter Hendy Chair of Network Rail made it clear that private sector investment is required in major stations and projects. This of course is leading to the descopeing and value for money case for the Bristol-Portishead line with stations at Pill and Portishead. Any new station at Ashton Gate would need to be funded by the private sector.

The Henbury loop and the Gloucester line will need to attract developer funding for the following stations :-

Filton North, Henbury Cribbs Causeway (of course Cribbs Causeway is now the subject of a major planning inquiry), Ashley Down and Charfield. Also, the Severn Beach line stations will require DIA's following the partial demolition of Severn Beach station.

SWTN, Railfuture, TFGBA and Bus Users UK are concerned about the future of Temple Meads station and its environs and want a master plan for the area including land in the ownership of the University and Network Rail. We must through the West of England combined authority and North Somerset Council, find private sector money to renovate and improve the station as a major South West interchange similar to Birmingham New Street.

With regards to the proposals to demolish the Grosvenor Hotel and alter the setting of the George and Railway we are extremely concerned that historic buildings should be lost to Bristol in the setting of Grade I listed Bristol Temple Meads station.

The George and Railway is in fact a railway hotel that dates back to 1852 in its original form (The George Inn and Railway Tavern) and later as the George and Railway when it was taken over by the Bristol and Exeter Railway in 1875. Of course, while we welcome the University proposals to restore the building, we would like to see it retained as a café, restaurant and bar with hotel accomodation similar to the Hawthorn Hotel in Clifton.

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We would also like to see the Grosvenor Hotel retained as a hotel with a bar but would very much welcome the conference and meeting rooms as part of Engine Shed 2 with a new sympathetic extension.

We are very concerned about the piecemeal planning of the Temple Meads area with the University building alongside the river and quays and the need for Brunel Mile and station street to be constructed under the station to link the two sites. The area is also in need of a good public transport interchange in front of this building, the Friary and the Bristol and Exeter Building (Temple Gate) and need to incorporate the Midland train shed back into rail use with the kind of shopping provision you see at London Paddington or Manchester Piccadilly.

The City Council and the Combined Authority/WEP must lead on a master plan as Network Rail do not have large sums of public money for the electrification and the Temple Meads enhancement.

In order to maximise the regeneration of Temple Meads, the Council/WEP and the Mayors must set the parameters for the regeneration.

South West Transport Network are concerned over potential changes to the Portishead railway line reopening following yesterday's announcement about revised costs for the MetroWest Phase 1 rail project.

This project should be given top priority within the WEP with stations being reopened both at Pill and Portishead. There should also be an hourly service throughout the day/evenings and weekends as a minimum service level.

David Redgewell - SWTN, Bus Users UK, TSSA