

**A meeting of the  
West of England Combined Authority Committee**

**will be held on**

**Date: Friday, 18 January 2019**  
**Time: 12 noon**  
**Place: Council Chamber, Guildhall, Bath**

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

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

**Enquiries to:**

Ian Hird, Democratic Services & Scrutiny Manager  
West of England Combined Authority Office  
3 Rivergate  
Temple Quay  
Bristol, BS1 6EW  
Email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)  
Tel: 0117 332 1486

# West of England Combined Authority Committee Agenda

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## **1. EVACUATION PROCEDURE**

In the event of a fire, please await direction from staff who will 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**

## **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 OF PREVIOUS MEETING**

5 - 14

To confirm the minutes of the meeting of the West of England Combined Authority Committee held on 30 November 2018 as a correct record.

## **5. CHAIR'S ANNOUNCEMENTS**

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

## **6. COMMENTS FROM CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP BOARD**

To receive any comments from the Chair of the Local Enterprise Partnership Board.

## **7. COMMENTS FROM THE CHAIR OF THE WECA OVERVIEW & SCRUTINY COMMITTEE**

To receive any comments from the Chair of the WECA Overview & Scrutiny Committee.

## **8. ITEMS FROM THE PUBLIC (PETITIONS; STATEMENTS; QUESTIONS)**

If you wish to present a petition or make a statement at this meeting, you are required to submit this by 12 noon on the working day before the meeting by email to [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

For this meeting, this means that your petition/statement must be received in this office by **12 noon on Thursday 17 January 2019** at the latest.

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](mailto:democratic.services@westofengland-ca.gov.uk) by no later than 3 working days before the meeting. For this meeting, this means that your question(s) must be received in this office by the end of **Monday 14 January 2019**.

In presenting any statements at the meeting, members of the public are generally permitted to speak for up to 3 minutes each. The total time available for this session is 30 minutes so at the discretion of the Chair, speaking time may sometimes be reduced depending on how many public items are received.

Please note that all public items will be circulated in advance of the meeting to the committee members.

## **9. PETITIONS FROM ANY MEMBER OF THE WEST OF ENGLAND COMBINED AUTHORITY**

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

## **10. MAYORAL BUDGET 2019-20**

15 - 22

To receive the proposed budget for the West of England Combined Authority Mayoral functions for 2019-20.

### **Information note:**

- The Combined Authorities (Finance) Order 2017 requires that the Combined Authority Mayor “must, before 1<sup>st</sup> February in any financial year, notify the Combined Authority of the Mayor’s draft budget in relation to the following financial year.”
- This report sets out the detail of the proposed budget for the WECA Mayoral functions for 2019-20.
- There is no decision to be taken at this 18 January meeting of the WECA Committee; the budget will be determined at the WECA Committee meeting to be held on 1 February 2019.

## **11. INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING**

Details of any decisions taken at this meeting and the draft minutes of this meeting will be published on the West of England Combined Authority website as soon as possible after the meeting.

# **Minutes of the West of England Combined Authority Committee Friday, 30 November 2018**

Members present:

Mayor Tim Bowles, West of England Combined Authority  
Cllr Craig Cheney, Bristol City Council on behalf of Mayor Marvin Rees  
Cllr Tim Warren, Bath & North East Somerset Council  
Cllr Toby Savage, South Gloucestershire Council

1	<p><b>EVACUATION PROCEDURE</b></p> <p>The Chair thanked South Gloucestershire Council for hosting the meeting, welcomed attendees to the meeting and introduced his colleagues around the table:</p> <ul style="list-style-type: none"> <li>• Councillor Craig Cheney, Deputy Mayor for Finance, Governance and Performance, Bristol City Council, attending on behalf of Mayor Marvin Rees.</li> <li>• Councillor Tim Warren, Leader, Bath and North East Somerset Council.</li> <li>• Councillor Toby Savage, Leader, South Gloucestershire Council</li> </ul> <p>The evacuation procedure for the venue was then announced by the Chair.</p> <p>The Chair then informed everybody present that the meeting was being recorded and that the recording would be available to view after the meeting on the Combined Authority website. Any individuals present who did not wish to be filmed were asked to indicate this.</p>
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>It was noted that apologies had been received from Mayor Marvin Rees and from Professor Steve West, the Chair of the Local Enterprise Partnership Board.</p>
3	<p><b>DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011</b></p> <p>No declarations of interest were declared.</p>
4	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The committee <b>RESOLVED:</b> That the minutes of the meeting of the West of England Combined Authority Committee held on 28 September 2018 be confirmed as a correct record and signed by the Chair.</p>
5	<p><b>CHAIR'S ANNOUNCEMENTS</b></p> <p>The Chair shared the following news about the Combined Authority's recent activities:</p> <ul style="list-style-type: none"> <li>• He had recently welcomed regional Mayors from across the country to the West of England, resulting in a very productive and positive discussion.</li> <li>• It was encouraging that even more people could now benefit from the Future Bright skills programme to improve their career prospects. This followed changes secured from the Government to widen the eligibility for applications. This now meant that Future Bright was open to any resident in Bath &amp; North East Somerset, Bristol or South Gloucestershire aged 19 or over, in paid work and claiming benefits to top up their income.</li> <li>• He particularly welcomed the recent news that Channel 4 had chosen Bristol to be home to one of its new creative hubs, recognising the region's wealth of local talent and thriving creative industry. The Mayor extended his congratulations to all those involved in collaborating in this successful bid, including the efforts of everyone at the Combined Authority's inward investment arm, Invest in Bristol and Bath.</li> <li>• An additional £23m had been allocated to the Combined Authority in the Chancellor's Budget through the Transforming Cities Fund.</li> <li>• He had held positive discussions recently with Chris Grayling, Secretary of State for Transport about the region's ambitious plans for rail.</li> <li>• Work was taking place with two major housing associations, Sovereign and LiveWest to speed up progress in delivering much-needed affordable housing in the region.</li> </ul>

<p><b>6</b></p>	<p><b>COMMENTS FROM CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP BOARD</b></p> <p>It was noted that the Chair of the Local Enterprise Partnership Board, Professor Steve West had given his apologies for the meeting.</p>
<p><b>7</b></p>	<p><b>COMMENTS FROM THE CHAIR OF THE COMBINED AUTHORITY OVERVIEW &amp; SCRUTINY COMMITTEE</b></p> <p>It was noted that at its meeting held on 28 November 2018, the Combined Authority’s Overview and Scrutiny Committee had reviewed and discussed the agenda and reports for today’s meeting of the Combined Authority Committee.</p> <p>Cllr Stephen Clarke, Chair of the Overview and Scrutiny Committee, presented these comments. It was noted that a copy of these comments had been circulated in advance of this meeting. The comments were also available to view on the Combined Authority’s website.</p> <p>The Chair thanked Cllr Clarke for presenting the comments of the Overview and Scrutiny Committee, which would be taken into account by the Combined Authority Committee in considering today’s business. A response/clarification as necessary would also be sent to the Overview and Scrutiny Committee in relation to the points raised.</p>
<p><b>8</b></p>	<p><b>ITEMS FROM THE PUBLIC (PETITIONS; STATEMENTS; QUESTIONS)</b></p> <p>The Chair advised that 4 sets of questions had been submitted in advance of this meeting, as follows:</p> <ol style="list-style-type: none"> <li>1. Questions from Andy Burkitt - subject: Bus strategy; Air pollution/transport; Light rail</li> <li>2. Questions from David Redgewell - subject: Tram/train plans; Joint Spatial Plan and transport; Transport integration</li> <li>3. Question from Cllr Martin Fodor (Bristol City Council) - subject: Transport powers</li> <li>4. Question from Andrew Shore - subject: Public transport forum</li> </ol> <p>It was noted that the full text of the questions and the replies sent to the questioners in advance of this meeting would be available to view on the Combined Authority’s website following the meeting.</p> <p>The Chair then advised that 14 statements had been received, and circulated to committee members in advance of the meeting, as follows:</p> <ol style="list-style-type: none"> <li>1. David Redgewell / John Hassall / Nigel Bray - subject: Transport/Temple Meads/George &amp; Railway/Grosvenor Hotel regeneration projects</li> <li>2. Cllr Martin Fodor (Bristol City Council) - subject: Transport authority powers</li> <li>3. Martin Gosney - subject: MetroBus</li> <li>4. Cllr Mark Shelford (Bath &amp; North East Somerset Council) - subject: Bus strategy (Note: In response to this particular statement, the Chair advised that an addendum had been circulated and published in relation to agenda item 15 (Transport update) setting out further information about the development of the Bus strategy).</li> <li>5. Christina Biggs - subject: Local rail services</li> <li>6. Julie Boston - subject: Bus services</li> <li>7. Gordon Edwards - subject: Transport functions report (agenda item 13) and Transport update report (agenda item 15)</li> <li>8. Cllr Jo Sergeant (Bristol City Council) - Libraries and the Combined Authority adult skills budget</li> <li>9. Cllr Paul Myers (Bath &amp; North East Somerset Council) - subject: Love Our High Streets report (agenda item 11)</li> </ol>

- 10. Cllr Jerome Thomas (Bristol City Council) - subject: West of England energy study
- 11. Anthony Hick - subject: Love Our High Streets report (agenda item 11)
- 12. Cllr Pat Rooney (South Gloucestershire Council) - subject: Love Our High Streets report (agenda item 11)
- 13. Cllr Gary Hopkins (Bristol City Council) - subject: Transport functions report (agenda item 13)
- 14. Andrew Shore - subject: Public transport forum

Those in attendance were given the opportunity to present their statements. It was noted that the full text of the statements would be available to view on the Combined Authority's website following the meeting.

**9 PETITIONS FROM ANY MEMBER OF THE WEST OF ENGLAND COMBINED AUTHORITY**

No petitions had been notified for this meeting.

**10 INVESTMENT FUND**

The committee considered a report seeking approval for Investment Fund feasibility and development funding proposals and for change requests for schemes within the current approved programme.

In introducing the report, the Chair drew attention to paragraph 13 which referred to milestone delays in respect of 2 schemes, namely Freezing Hill/A420 junction and Housing enabling infrastructure at Hengrove. It was identified clearly in the report that these 2 scheme changes required committee approval but unfortunately a specific recommendation to this effect had not been included within the "Recommendations" section of the report. In light of this, the Chair advised that, for completeness, in moving the 6 report recommendations, he would also move an additional recommendation 7: "That approval be given to the scheme changes in relation to the Freezing Hill/A420 junction and to Hengrove – housing enabling infrastructure as detailed in paragraph 13 of the report.

The report recommendations, including the additional recommendation 7, were then moved by the Chair and seconded by Cllr Warren.

Cllr Warren welcomed the report and the overall progress in developing these infrastructure schemes.

Cllr Savage particularly welcomed the progress with the outline business cases for Cribbs/Patchway cycle links and Great Stoke roundabout capacity improvements, and the work to develop the A4174/Wraxall Road roundabout signal scheme.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The committee then **RESOLVED to approve the following recommendations:**

That approval be given to:

1. The Outline Business Case for the Cribbs/Patchway Cycle Links.  
*(Majority vote required of the three local authorities and the Combined Authority Mayor – note: this vote was carried unanimously)*
2. The Outline Business Case for the Lockleaze Sustainable Transport Improvements subject to the supply of a detailed programme and risk register by December 2018.



*(Majority vote required of the three local authorities and the Combined Authority Mayor – note: this vote was carried unanimously)*

3. The Outline Business Case for the Great Stoke Roundabout improvements subject to the supply of a detailed programme and risk register by December 2018.

*(Majority vote required of the three local authorities and the Combined Authority Mayor – note: this vote was carried unanimously)*

4. Creating a Land Acquisition Fund of up to £50m, subject to the approval of the detailed report considered as a separate item on this committee agenda.

*(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)*

5. Creating a High Street Regeneration Fund of up to £10m, subject to the approval of the detailed report considered as a separate item on this committee agenda.

*(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)*

6. The West of England Combined Authority S151 Officer being given delegated authority to make all necessary amendments to the West of England Combined Authority and Mayoral Budgets as necessary to give effect to the recommendations above.

*(Majority vote required of the three local authorities and the Combined Authority Mayor – note: this vote was carried unanimously)*

7. The scheme changes in relation to the Freezing Hill/A420 junction and to Hengrove – housing enabling infrastructure as detailed in paragraph 13 of the report.

*(Majority vote required of the three local authorities and the Combined Authority Mayor – note: this vote was carried unanimously)*

**11**

## **LOVE OUR HIGH STREETS**

The committee considered a report seeking approval to establish a new fund targeted at supporting regeneration in local high streets and to trial this approach through 3 pilot projects.

In introducing the report, the Chair welcomed this proposal to establish a fund of up to £10m to support high streets to meet the needs of their communities. The pilot projects would essentially provide a test bed to inform the development of a longer-term programme.

Following the pilots, a second phase of activity would commence in approximately 6 months' time to establish a process to assess future proposals, noting that all allocations from the £10m fund would be subject to agreement of business cases through WECA's existing governance.

The report recommendations were then moved by the Chair and seconded by Cllr Cheney.

Cllr Warren expressed his support for the proposals. Some high streets/local shop businesses in the region were struggling and this was a welcome initiative. He recorded his thanks to officers for the swift action taken in bringing forward the initial pilots.

Cllr Cheney welcomed the report, stressing also the ongoing importance of working closely with local communities in taking these (and future) high street regeneration projects forward.

Cllr Savage also welcomed the report, and in particular the inclusion of Kingswood High Street regeneration as a pilot. Noting comments raised during the public forum, he stressed that there would be full local engagement in taking the pilot forward. Initial discussions had

already taken place in respect of the community and heritage opportunity offered by the Whitfield Tabernacle and there would be wide consultation and engagement in developing public realm improvements.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The committee **RESOLVED to approve the following recommendations:**

That approval be given to:

1. Allocate a total of up to £10m from the West of England Combined Authority Investment Fund to establish a 'Love our High Streets' fund as set out in paragraphs 2.5, 2.12 and 2.13 of the report.

*(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)*

2. Proceed with the three pilot projects identified in sections 2.9, 2.10 and 2.11 of the report, to be funded from the Love our High Streets Fund.

*(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)*

3. Delegate to the West of England Combined Authority Chief Executive, in consultation with the West of England Chief Executives, authority to make all necessary arrangements for the allocation and application of this funding in accordance with the objectives set out in the report.

*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

4. Request that a report is brought back to the West of England Combined Authority Committee upon completion of the pilot projects setting out the outcomes and making recommendations to inform further funding awards.

*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

5. Delegate to the Section 151 Officer to make all necessary amendments to the West of England Combined Authority and Mayoral budgets as appropriate to reflect the approved allocation of investment funding.

*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

**12**

**INVESTMENT TO SUPPORT DELIVERY OF HOUSING AND INFRASTRUCTURE**

The committee considered a report setting out a proposal for £50m funding from the Investment Fund to support a West of England programme for the delivery of housing through land and property acquisition.

The report recommendation was moved by the Chair and seconded by Cllr Savage.

Cllr Cheney welcomed the proposal as set out in the report to establish a land acquisition fund. Linked with this, he drew attention to the fact that at its forthcoming meeting on 4 December, Bristol's Cabinet were being recommended to approve the purchase of the Hawkfield Business Park freehold (which would then release part of the former Bottle Yard site for further housing development in due course); this proposal was being taken forward on the basis that an appropriate funding arrangement would be sought and agreed with the

	<p>Combined Authority in order that Bristol could recoup its expenditure.</p> <p>Cllrs Savage and Warren also welcomed the proposal. It was noted that the report set out the rationale for the fund and that the timing was critical in terms of establishing governance and a framework for a potential interim housing package with Government.</p> <p>The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).</p> <p>The committee <b>RESOLVED to approve the following recommendation:</b></p> <p>That approval be given to the request for a £50m Land Acquisition Fund from the West of England Combined Authority Investment Fund as set out at paragraph 5 of the report.  <i>(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)</i></p>
<p><b>13</b></p>	<p><b>TRANSPORT FUNCTIONS</b></p> <p>The committee considered a report seeking approval on how to resource and deliver the Combined Authority’s transport functions.</p> <p>The report recommendation was moved by the Chair and seconded by Cllr Cheney.</p> <p>The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).</p> <p>The committee <b>RESOLVED to approve the following recommendations:</b></p> <p>That it be agreed:</p> <ol style="list-style-type: none"> <li>1. That delivery of the transport functions listed in paragraph 4 of the report should, where practical, be carried out directly by the Combined Authority.  <i>(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)</i></li> <li>2. That responsibility for developing, and implementing, a transition plan is delegated to the West of England Combined Authority Director of Infrastructure, in consultation with equivalent Directors from the constituent councils.  <i>(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)</i></li> <li>3. To note that proposals will be developed to deliver the transport policy functions and will be presented to a future committee.</li> </ol>
<p><b>14</b></p>	<p><b>KEY ROUTE NETWORK</b></p> <p>The committee considered a report seeking agreement of the initial, proposed Key Route Network.</p> <p>In introducing the report, the Chair drew attention to the fact that further work would be undertaken on the operational issues relating to the network; this would be the subject of a further report to the committee.</p> <p>The report recommendations were then moved by the Chair and seconded by Cllr Savage.</p>

Whilst generally welcoming the report, Cllr Warren stated that it would have been helpful for the map of the Key Route Network included at Appendix A to have been clearer and annotated with road names, to assist clarity, especially for the benefit of any members of the public viewing the report. He asked that this point be taken into account in terms of the preparation of future reports.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The committee **RESOLVED to approve the following recommendations:**

That:

1. The initial proposed Key Route Network be agreed.  
*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

2. It be noted that operational arrangements will be developed and brought back to committee at a later date.

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#### **TRANSPORT UPDATE**

The committee considered the transport update report (information item).

In introducing the report, the Chair noted that the update focused in particular on progress on the Bus strategy, the mass transit proposal and the development of the local cycling and walking infrastructure plan.

In response to a point raised by Cllr Warren, it was noted that an addendum had been circulated and published in relation to this agenda item 15 setting out further information about the development of the Bus strategy.

With reference to paragraph 22, Cllr Warren stressed it would be important to establish clarity about financial impact, if any future proposals emerge around bus franchising.

The committee **RESOLVED:**

That the report, including updates on the ongoing work on the Bus Strategy, the Cycling and Walking Infrastructure Plan and Mass Transit, be noted.

16

#### **UPDATE ON THE PREPARATION OF AN INFRASTRUCTURE AND INVESTMENT DELIVERY PLAN**

The committee considered a report seeking endorsement of the approach, scope and timetable for the delivery of an Infrastructure and Investment Delivery Plan.

The report recommendation was moved by the Chair and seconded by Cllr Savage.

The Chair then moved to the voting on the recommendation (which was carried out in line with the constitution).

The committee **RESOLVED to approve the following recommendation:**

That the scope, approach and timetable for the Infrastructure and Investment Delivery Plan as

set out at paragraph 2.6 of the report be endorsed.  
*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

**17 JOINT ASSETS BOARD UPDATE - TERMS OF REFERENCE**

The committee considered a report seeking endorsement of the terms of reference of the Joint Assets Board.

The report recommendation was moved by the Chair and seconded by Cllr Cheney.

Cllr Cheney welcomed the report, also referring to the fact that the West of England would be the first region to establish terms of reference for a Joint Assets Board.

The Chair then moved to the voting on the recommendation (which was carried out in line with the constitution).

The committee **RESOLVED to approve the following recommendation:**

That the Terms of Reference of the Joint Assets Board be endorsed, so that they may be agreed at the Joint Assets Board meeting on 30 November 2018.  
*(Unanimous vote carried by the three local authorities and the Combined Authority Mayor)*

**18 WEST OF ENGLAND COMBINED AUTHORITY & MAYORAL BUDGET OUTTURN - APRIL-SEPTEMBER 2018**

The committee considered a report setting out the forecast revenue and capital outturn budget monitoring information for the Combined Authority and the Mayoral budget for the current financial year, based on data for the period April-September 2018.

The report recommendations were moved by the Chair and seconded by Cllr Warren.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The committee **RESOLVED to approve the following recommendations:**

That:

1. The Mayoral Fund and West of England Combined Authority revenue and capital budget outturn forecasts as set out in Appendices 1, 2 and 3 be noted.

2. Approval be given to the allocation of up to £200k for ICT and office development, up to £100k for development work on smart travel and £160k into a general fund revenue reserve subject to the final outturn position.

*(Unanimous vote carried by the three local authorities excluding the Combined Authority Mayor)*

3. Delegated authority be given to the S151 Officer in order to make all necessary adjustments to Mayoral and West of England Combined Authority budgets in compliance with the detail within the report.

*(Majority vote required of the three local authorities and the Combined Authority Mayor - note: this vote was carried unanimously)*

19	<p><b>TREASURY MANAGEMENT MONITORING REPORT - APRIL - SEPTEMBER 2018</b></p> <p>The committee considered the latest Treasury Management report.</p> <p>It was noted that the CIPFA Treasury Management in the Public Services code of practice required the authority to approve a Treasury Management Strategy before the start of each financial year and to approve an annual report after the end of each financial year; this report provided a review of performance to 30 September 2018.</p> <p>The committee <b>RESOLVED</b>:</p> <ol style="list-style-type: none"> <li>1. To note the Treasury Management report to 30 September 2018, prepared in accordance with the CIPFA Treasury Code of Practice.</li> <li>2. To note the Treasury Management indicators to 30 September 2018.</li> </ol>
20	<p><b>INFORMATION ITEM - FUTURE DATES OF MEETINGS AND BUDGET MEETING ARRANGEMENTS</b></p> <p>The Chair advised that a meeting of the committee had been scheduled for 18 January 2019, at which he would present his 2019/20 Mayoral budget proposals. The budget decision itself would be taken at the 1 February 2019 meeting of the committee.</p> <p>The Chair further advised that although a meeting of the committee had been scheduled for 5 April 2019, it was important to note that this particular meeting would only take place if there was essential, urgent business to consider, as this date fell within the pre-election period affecting two authorities.</p>
21	<p><b>INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING</b></p> <p>In closing the meeting, the Chair advised that details of the decisions taken at this meeting and the draft minutes of the meeting would be published as soon as possible on the Combined Authority website.</p>
	<p><b>Signed:</b></p> <p><b>Date:</b></p>



**WECA COMMITTEE**

**18 JANUARY 2019**

## **REPORT SUMMARY SHEET MAYORAL BUDGET 2019-20**

### **Purpose**

To receive the proposed budget for the West of England Combined Authority Mayoral functions for 2019-20.

### **Summary**

- The Combined Authorities (Finance) Order 2017 requires that the Combined Authority Mayor “must, before 1<sup>st</sup> February in any financial year, notify the Combined Authority of the Mayor’s draft budget in relation to the following financial year.”
- This report sets out the detail of the proposed budget for the WECA Mayoral functions for 2019-20
- There is no decision to be taken at this 18 January meeting of the WECA Committee – the Mayoral budget and the Combined Authority budget will be determined at the WECA Committee meeting to be held on 1 February 2019.

### **Recommendation**

That the Combined Authority Mayoral budget proposals for 2019-20 be noted.

**Contact officer:** Malcolm Coe

**Position:** WECA Director of Investment & Corporate Services

**Email:** [Malcom.Coe@westofengland-ca.gov.uk](mailto:Malcom.Coe@westofengland-ca.gov.uk)

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**REPORT TO: WECA COMMITTEE**

**DATE: 18 January 2019**

**REPORT TITLE: MAYORAL BUDGET 2019/20**

**DIRECTOR: MALCOLM COE – DIRECTOR OF INVESTMENT & CORPORATE SERVICES**

**AUTHOR: MALCOLM COE**

**Purpose of Report**

- 1 To receive a budget for the West of England Combined Authority Mayoral functions for 2019/20.

**RECOMMENDATION:**

**That the Combined Authority Mayoral budget proposals for 2019-20 be noted.**

**Background / Issues for Consideration**

- 2 The Mayoral Budget relates to those functions that fall under the specific responsibility of the Mayor in accordance with the West of England Combined Authority (WECA) Order 2017. For 2019/20, these functions primarily relate to the payment of Highways and Transport Capital grants.
- 3 The budget proposal also includes the costs of the Mayor and related office expenses and election costs
- 4 The funding for the Mayoral budget comes from the Retained Local Business Rates Pilot, (which meets the majority of Transport Costs) and a contribution from the West of England Combined Authority (Investment Fund).
- 5 As required by the Combined Authorities (Finance) Order 2017, the Mayor must keep a fund (to be known as the Mayor's General Fund) in relation to receipts arising, and liabilities incurred, in the exercise of the Mayor's general functions.
- 6 The proposed Mayoral budget for 2019/20 is set out at Appendix 1 (Table 1).

## Mayoral Costs

- 7 Provision has been included for the relevant allowance for the Mayor. Additional costs relate to a Political Advisor, PA support, running costs and expenses which have all been previously approved by this committee. The proposed 2019/20 budget reflects known commitments and actual spend incurred following the mayoral elections in May 2017.
- 8 Mayoral elections are held every 4 years with the costs associated with administering the election reflected in an appropriate charge to the Mayoral Fund. An annual provision is included in order to spread the costs over the election term period.
- 9 The proposed 2019/20 Mayoral running costs are detailed in *Figure 1* below, along with future year forecasts. An assumption of 2% annual uplift has been applied to salary related costs and support services. All other lines having a cash limited budget over the medium term period:

**Figure 1 – Mayoral Running Costs (Medium Term Forecast)**

Revenue Expenditure						
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Mayoral Expenses / Support	£000s	£000s	£000s	£000s	£000s	£000s
Staffing	155	172	176	180	184	188
Premises	20	12	12	12	14	14
Supplies and Services	15	15	15	15	15	15
Support Services	19	12	13	14	15	16
	209	211	216	221	228	233
Mayoral Election Costs	388	396	396	396	396	396

## Transport and Highways Capital Grants

- 10 The West of England Combined Authority is the Transport Authority and assumes a number of functions and responsibilities as part of this role. The Mayor is responsible for the payment of £17.572m 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

- 11 As proposed capital grants, funding is transferred as a Revenue Contribution to Capital Outlay (RCCO) to the WECA Capital programme before distribution to the constituent councils.
- 12 For 2019/20 it is again proposed that no changes are made to the distribution of this funding to the constituent councils as set out in the Roads Funding announcement by DfT in January 2017. This results in a grant distribution to the constituent councils as set out at Appendix 1 (Table 2). Details of the specific highways and transport priorities and schemes supported by this funding is set out within the Budgets for each of the constituent councils and appropriate arrangements are in place to support the monitoring of this funding by the WECA.
- 13 As a devolution area, the constituent councils will automatically receive the highest level of Highways Incentive Grants, worth a total of £2.1m in 2019/20 to the region.

### **Planning, Transport & Housing Strategy**

- 14 The WECA Committee on 30<sup>th</sup> October 2017 agreed an allocation of £3.150m to commence feasibility studies for priority schemes. The funding is provided as revenue grant to the relevant constituent councils in order to deliver the feasibility studies accordingly. Revenue funding of £1.221m is proposed in the 2019/20 Mayoral budget, (which is drawn down from the Investment Fund), which represents the final tranche of funding for these studies.

### **Mayoral Budget Funding**

- 15 The Business Rates Retention Pilot (as approved in 2017/18) will continue in 2019/20 with a proportion of Business Rates, (5%), collected by the constituent councils allocated to the WECA. The majority of this funding (£17.572m) is payable directly to the Mayoral Budget to replace the highways and transport grant funding which would have been received from the DfT.
- 16 2019/20 is the third and final year of the Pilot. Nationally, a reformed system of Local Government Finance, including 75% Business Rates Retention and a review of Fairer Funding, will be introduced in 2020/21. Unless the Combined Authority is included in some way in that system of financing, the direct capital grants from DfT will need to be re-instated.
- 17 A Contribution from WECA of £1.828m is proposed for the Mayoral Budget in 2019/20 to meet the costs of the already agreed priority feasibility studies, together with the running costs and election cost provision. This will be allocated from the WECA Investment Fund.
- 18 Total funding for the Mayoral Revenue Budget is £19.4m for 2019/20.

## **Consultation**

- 19 The contents of this report have been shared, and discussed with, the finance leads and Section 151 Officers of BANES, South Gloucestershire and Bristol City Councils.

## **Other Options Considered**

- 20 The proposed Mayoral budget is based on current forecast costs and previously agreed proposals for Transport grants. No other options are proposed at this stage.

## **Risk Management/Assessment**

- 21 The key risk in this report relates to the medium to long term sustainability of funding. Highways and Transport grants will need to be funded by Government subsequent to the current Business Rate retention pilot coming to an end.

## **Public Sector Equality Duties**

- 22 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.
- 23 The Act explains that having due regard for advancing equality involves:
- Removing or minimising 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.
- 24 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.
- 25 All key service functions will continue to be delivered by the relevant constituent councils and impact assessments for service delivery, particularly highways and transport, are included as appropriate within their individual Budget reports.

**Finance Implications, including economic impact assessment where appropriate:**

- 26 Financial implications are contained within the proposed budget as detailed as Appendix 1 to this report.

*Advice given by: Malcolm Coe, Director of Investment & Corporate Services*

**Legal Implications:**

- 27 The Budget proposals have been developed in accordance with appropriate Local Government Regulations, including the specific funding and related governance requirements set out in The West of England Combined Authority Order 2017 and The Combined Authorities (Finance) Order 2017.

*Advice given by: Shahzia Daya, Director of Legal*

**Land / Property Implications:**

- 28 The funding for all appropriate property costs for the Mayoral office is included in the Budget proposal.

*Advice given by: David Carter, Director of Infrastructure*

**Human Resources Implications:**

- 29 The funding for all appropriate staffing costs for the Mayoral office is included in the Budget proposal.

*Advice given by: Alex Holly, Head of Human Resources*

**Background papers:**

*Mayoral Budget Setting Report 2018/19 – approved by the WECA Committee on 18 January 2018.*

**West of England Combined Authority Contact:**

Any person seeking background information relating to this item should seek the assistance of the contact officer for the meeting who is Ian Hird / Tim Milgate on 0117 332 1486; or by writing to West of England Combined Authority, 3 Rivergate, Temple Way, Bristol BS1 6ER; email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

**Table 1 - The Mayoral Budget - 2019/20**

**Appendix 1**

	2018/19 Budget £'000s	2019/20 Budget £'000s	Total Increase(+) / Decrease (-) £'000s
Staff	155	172	17
Premises Services	20	12	-8
Support Services	19	12	-7
Supplies & Services	15	15	0
Project Spend	0	0	0
	<b>209</b>	<b>211</b>	<b>2</b>
Mayoral Election - Transfer to Reserve	388	396	8
Planning, Transport & Housing Strategy	2,775	1,221	-1,554
<u>Contribution to Highway Grants</u>			
Integrated Highway	5,183	5,183	0
Highway Maintenance Grants	10,254	10,254	0
Highway Incentive Grants	2,135	2,135	0
	<b>17,572</b>	<b>17,572</b>	<b>0</b>
<b>Total Expenditure</b>	<b>20,944</b>	<b>19,400</b>	<b>-1,544</b>
<b>Income</b>			
Business Rates Retention Pilot	17,572	17,572	0
Government Grant	0	0	0
Funding Contribution from WECA	3,372	1,828	-1,544
<b>Total Income</b>	<b>20,944</b>	<b>19,400</b>	<b>-1,544</b>

**Table 2 - Highways & Transport Grant Allocation**

	<b>B&amp;NES</b> 2019/20 £000's	<b>BCC</b> 2019/20 £000's	<b>SGC</b> 2019/20 £000's	<b>TOTAL</b> 2019/20 £000's
Highways Maintenance	3,034	3,132	4,088	<b>10,254</b>
Highways Incentive	632	652	851	<b>2,135</b>
Integrated Transport	1,163	2,743	1,277	<b>5,183</b>
<b>TOTAL</b>	<b>4,829</b>	<b>6,527</b>	<b>6,216</b>	<b>17,572</b>