

A meeting of the  
**West of England Joint Committee**

will be held on

- Date:** Friday, 4 October 2019
- Time:** 11.30 am (or, if necessary, on the rising of the West of England Combined Authority Committee, whichever is later)
- Place:** Council Chamber, Kingswood Civic Centre, High Street, Kingswood BS15 4AJ

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

Mayor Tim Bowles, West of England Combined Authority (Chair of the Joint Committee)  
Cllr Toby Savage, Leader, South Gloucestershire Council (Vice-Chair of the Joint Committee)  
Mayor Marvin Rees, Bristol City Council  
Cllr Dine Romero, Leader, Bath and North East Somerset Council  
Cllr Donald Davies, Leader, North Somerset Council

**Enquiries to:**

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Tel: 0117 332 1486

**Members of the public may:**

- Attend all WECA Committee and Sub-Committee meetings unless the business to be dealt with would disclose 'confidential' or 'exempt' information.
- Inspect agendas and public reports five clear working days before the date of the meeting
- Inspect agendas, reports and minutes of 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 of up to four years from the date of the meeting.
- Have access to the public register of names, addresses and wards of all Councillors sitting on WECA, Committees and Sub-Committees with details of the membership of all Committees and Sub-Committees.
- Have a reasonable number of copies of agendas and reports (relating to items to be considered in public) made available to the public attending meetings of WECA Committees and Sub-Committees
- Have access to a list setting out the decision making powers the WECA has delegated to their officers and the title of those officers.
- Copy any of the documents mentioned above to which you have a right of access. There is a charge of 15p for each side of A4, subject to a minimum charge of £4.
- For further information about this agenda or how the authority works, please contact Democratic Services, telephone 0117 332 1486 or e-mail: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

**OTHER LANGUAGES AND FORMATS**

This information can be made available in other languages, in large print, braille or on audio tape.

**Guidance for press and public attending this meeting:**

The Openness of Local Government Bodies Regulations 2014 mean that any member of the public or press attending this meeting may take photographs, film or audio record proceedings and may report on the meeting including by use of social media (oral commentary is not permitted during the meeting as it would be disruptive). This will apply to the whole of the meeting except where there are confidential or exempt items, which may need to be considered in the absence of the press or public.

If you intend to film or audio record this meeting please contact the Democratic Services Officer named on the front of the agenda papers beforehand, so that all necessary arrangements can be made.

Some of our meetings are webcast. By entering the meeting room and using the public seating areas you are consenting to being filmed, photographed or recorded. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

An archived recording of the proceedings will also be available for viewing after the meeting. The Combined Authority may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

To comply with the Data Protection Act 2018, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator.

# AGENDA

## 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 THE PREVIOUS MEETING

To confirm the minutes of the previous meeting as a correct record.

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## 5. CHAIR'S ANNOUNCEMENTS

To receive announcements from the Chair of the West of England Joint Committee.

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

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

## 7. COMMENTS FROM THE CHAIR OF THE COMBINED AUTHORITY'S OVERVIEW & SCRUTINY COMMITTEE

To receive any comments from the Chair of the Combined Authority's Overview & Scrutiny Committee.

## 8. COMMENTS FROM THE COMBINED AUTHORITY'S BOARDS

To receive any comments from the Combined Authority's Boards.

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

### Questions:

Any member of the public can submit a maximum of 2 written questions. Questions should be addressed to the Chair of the committee and sent to [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

For the 4 October meeting, questions must be submitted and received by the deadline of **5.00 pm on Monday 30 September 2019**.

Under the direction of the Chair, wherever possible, written replies to questions will be sent to questioners by the end of the working day prior to the meeting.

### Petitions / statements:

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

For the 4 October meeting, this means that your petition/statement must be submitted and received by **12 noon on Thursday 3 October 2019**. Please note that one statement per individual is permitted.

Statements will be listed for the meeting in the order of receipt. In presenting a statement at the meeting, members of the public are generally permitted to speak for up to 3 minutes each if they so wish. The total time available for the public session at

committee meetings is 30 minutes. Within the time available, every effort will be made to enable individuals to verbally present their statements; 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.

#### **10. PETITIONS FROM ANY MEMBER OF THE JOINT COMMITTEE**

To receive any petitions to be presented by any member of the Joint Committee.

#### **11. LOCAL ENTERPRISE PARTNERSHIP & INVEST BRISTOL AND BATH REVENUE BUDGET OUTTURN - APRIL - AUGUST 2019** 11 - 18

Report enclosed.

#### **12. LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME** 19 - 32

Report enclosed.

#### **13. WEST OF ENGLAND PLACEMAKING PROJECT** 33 - 42

Report enclosed.

#### **14. BUSINESS PLAN 2019/20 - QUARTER 2 PROGRESS REPORT** 43 - 60

Report enclosed.

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

Details of the 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.