

A meeting of the
WECA Overview & Scrutiny Committee

will be held on

Date: Wednesday, 29 January 2020

Time: 10.30 am

Place: Council Chamber, Bath Guildhall, High Street, Bath BA1 5AW

Notice of this meeting is given to members of the West of England Overview & Scrutiny Committee as follows:

Cllr Brian Allinson, South Gloucestershire Council
Cllr James Arrowsmith, South Gloucestershire Council
Cllr John Ashe, South Gloucestershire Council
Cllr Stephen Clarke, Bristol City Council
Cllr Winston Duguid, Bath and North East Somerset
Cllr Geoff Gollop, Bristol City Council
Cllr Gary Hopkins, Bristol City Council
Cllr Carole Johnson, Bristol City Council
Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Brenda Massey, Bristol City Council
Cllr Mhairi Threlfall, Bristol City Council

Copies to North Somerset Council representatives: Cllr Nigel Ashton, Cllr Mike Bird, Cllr Huw James

Enquiries to:

Ian Hird, Democratic Services & Scrutiny Manager
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- Inspect agendas and public reports five clear working days before the date of the meeting
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- Inspect background papers used to prepare public reports for a period of up to four years from the date of the meeting.
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Please phone 0117 42 86210

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AGENDA

1. WELCOME & INTRODUCTIONS

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 - 10

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

5. 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

For the 29 January meeting, questions must be submitted and received by the deadline of 5.00 pm on Thursday 23 January 2020. 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

For the 29 January meeting, this means that your petition/statement must be submitted and received by 12 noon on Tuesday 28 January 2020. 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.

6. CHAIR'S BUSINESS / ANNOUNCEMENTS

7. CLIMATE EMERGENCY PLANNING UPDATE

11 - 24

Report enclosed.

8. REVIEW OF 31 JANUARY WECA COMMITTEE AND JOINT COMMITTEE REPORTS, INCLUDING THE 2020/21 BUDGET REPORTS

25 - 38

Report enclosed.

Agenda Item 4

West of England Combined Authority WECA Overview & Scrutiny Committee

Wednesday, 2 October 2019, 10:30am
Council Chamber, Bath Guildhall, High Street, Bath BA1 5AW

Present:

Cllr Stephen Clarke (Chair)	Cllr Gary Hopkins, Bristol City Council
Cllr Brian Allinson, South Gloucestershire Council	Cllr Carole Johnson, Bristol City Council
Cllr James Arrowsmith, South Gloucestershire Council	Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Winston Duguid, Bath and North East Somerset Council	Cllr Brenda Massey, Bristol City Council
Cllr Geoff Gollop, Bristol City Council	

Officers In Attendance:

Shahzia Daya, Director of Legal & Democratic Services	Malcolm Coe, Director of Investment and Corporate Services
Ian Hird, Scrutiny Manager	Stephen Bashford, Head of Business and Skills
Sue Dobson, Future Bright Project Manager	Tim Milgate, Democratic Services Officer

Apologies:

Cllr John Ashe, South Gloucestershire Council	Cllr Mhairi Threlfall, Bristol City Council
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Minutes

1	WELCOME & INTRODUCTIONS The Chair welcomed everybody to the meeting and those present introduced themselves.
2	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr John Ashe and Cllr Mhairi Threlfall.
3	DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 Cllr Stephen Clarke declared a non-pecuniary interest in Item 12 of the Joint Committee agenda (discussed under item 11 of this agenda) "Local Enterprise Partnership One Front Door Funding Programme" as The Courts project which was seeking funding was run by the Green Mayoral Candidate.
4	MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 17 July 2019 were agreed as a correct record and signed by the Chair subject to the minutes being amended to show that Cllr Stephen Clarke was Chair of the Committee.
5	ITEMS FROM THE PUBLIC (QUESTIONS; PETITIONS; STATEMENTS) Two questions had been received from Christina Biggs and the replies had been circulated. A statement had been received from Christina Biggs and this was verbally submitted at the meeting.

	<p>In respect of the points raised, the Committee asked that the JSP be discussed at their next formal meeting in December 2019, with an initial discussion to be held at the next informal meeting.</p> <p>The WECA Overview and Scrutiny Committee reiterated their wish that a supplementary question should be allowed at meetings (this point would again be included as part of the Chair's comments to be presented at the 4 October 2019 WECA Committee meeting).</p>
6	<p>CHAIR'S BUSINESS / ANNOUNCEMENTS</p> <p>At the invitation of the Chair, the Vice-Chair raised the issue that each of the 11 members of the Scrutiny Committee could focus on a specialist topic in order to scrutinise the work of the WECA Boards more effectively by, say having three members look at the work of each (the four Boards were Planning and Housing, Transport, Skills and Business) and feeding in views before each meeting. It was noted that this would be purely a voluntary arrangement due to existing time pressures on Councillors. It was noted however, that the Board papers were not currently public, but the minutes of the items discussing upcoming items for the WECA Committee and Joint Committee were published.</p> <p>It was decided to discuss the idea further at the next informal meeting.</p>
7	<p>2018/19 CITY REGION DEAL PERFORMANCE</p> <p>Malcolm Coe, Director of Investment and Corporate Services, submitted a report providing a summary of the West of England's City Region Deal's pooled Business Rates performance for 2018/19, in accordance with the requirements of the Business Rates Pooling Principles Agreement. There was an accompanying presentation made at the meeting.</p> <p>It was stated that the West of England City Deal included a commitment that the region would keep 100% of business rates growth in five local enterprise areas (LEAs) over a 25 year period. Those five local enterprise areas had now become seven areas. The Business Rates Pooling Board managed the pool, worth approximately £500m over 25 years. It was anticipated that the revenue would be £22.7m for the region in 2019/20, slightly ahead of target. There had been particularly strong growth in the South Gloucestershire LEAs. It was noted that the pool remained vulnerable to changes in government legislation, business rate revaluations and successful appeals (all of which are not within our control).</p> <p>The growth performance and balances held were set out in Appendix A. The latest EDF programme was set out in Appendix B.</p> <p>The 100% Business Rate Retention pilot had been running since 2017 and was worth £14.7m per annum. A new national scheme would be rolled out from April 2021 but it was not known how this would impact, if at all, on the existing WoE City Deal.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> • It was asked whether as the Port expanded its activity, how that may impact North Somerset and Bristol. In response it was noted that it was seen as a separate entity but would be regarded as being in the area with most economic activity; • Scrutiny of spend lay with the local authorities when allocated to projects; • The Local Growth Fund would end in March 2021 and may be replaced by the Shared Prosperity Fund; • Rebalancing rates or property values changing would impact on the growth figures.

	<p>Agreed:</p> <p>(1) That the 2018/19 Business Rates Pool growth performance and the balances held at 31 March 2019 be noted;</p> <p>(2) That the progress against the latest EDF programme be noted.</p>
8	<p>EMPLOYMENT & SKILLS PLAN IMPLEMENTATION</p> <p>Stephen Bashford, Head of Business and Skills, provided an update on implementation of the West of England Employment and Skills Plan.</p> <p>The Employment & Skills Plan contained 11 initial actions that have been agreed for the region alongside a set of outcomes that we will be tracking to ensure the plan is contributing to achieving our regional ambition to drive clean and inclusive growth. This paper provided an initial update on progress against the 11 actions in the plan. Plans in relation to the actions that have not yet started would be developed over the coming months. To provide oversight for the delivery of the Plan, a Skills Advisory Panel (SAP) is being established, ensuring expert oversight was in place to continue building the understanding of the current and future labour market. An endorsement of the SAP had been given by the LEP Board meeting. The SAP would be established over the next few weeks.</p> <p>The following comments were raised:</p> <ul style="list-style-type: none"> • A question was raised whether the European Funding would be affected and how any short term shortages of workers in specific fields may be plugged? In response it was noted that the European Funding had been secured and that the programmes would be designed to meet short term pressures; • Some of the key milestones were missing dates. In response it was stated that the plan covered a number of years and it was not possible for everything to be delivered at once. • It was noted that some of the baseline figures used were out of date such as for vulnerable people or BME. Stephen Bashford replied that some of the figures (eg for GVA) had a two year lag but that the latest figures were used. However, in terms of success the interventions may not necessarily be reflected in the statistics but the direction of travel should be apparent; • When the schemes started reporting average performance etc could be given but no targets had been given as the aspiration was about closing gaps, exceeding expectations, etc.; • The aspirations did not list how these things were going to be achieved such as reducing hard to fill vacancies. In response it was noted that all the targets would be contributing to the high level metrics. <p>Agreed:</p> <p>That the update report be noted.</p>
9	<p>FUTURE BRIGHT PROJECT UPDATE</p> <p>Sue Dobson, Future Bright Project Manager, submitted a report updating the committee on the progress of the Future Bright project and the proposal to progress the project beyond the pilot stage as “Future Bright plus”. An accompanying presentation was given at the meeting.</p> <p>DWP funding for the Future Bright pilot was due to end in March 2020, and with no</p>

	<p>confirmation of further funds from DWP, there is a risk the delivery architecture will fall away. The continuation of Future Bright was recognised as a priority within the Employment and Skills Plan and on this basis a Full Business Case had been submitted by WECA seeking £3.6m from the Investment Fund, which would be drawn from the £30m allocation for business and skills and enable a seamless transition when DWP funding ended. This would build on the lessons learned from the pilot phase. As part of the Investment Fund report submitted to its 4 October 2019 meeting, the WECA Committee would consider a recommendation seeking approval for the Full Business Case for Future Bright Plus.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> • A question was asked regarding the figures on zero hours contracts and the numbers of self-employed and whether these numbers were growing. No ‘direction of travel’ figures were available at the meeting. The self-employed figures were people who got their income without having an identified employer; • In regard to the mental health figures it was queried as to where the ‘as high as 50%’ figure came from. It was reported from officers’ own experiences and the information reported back from delivery participants. It was also a scheme that helped people with low incomes, helping to boost their morale; • Officers continued to look at other sources of funding, such as charities and specific support for individuals. The DWP had not made any commitment on existing funding from March 2020; <p>Agreed: That the report be noted and that the WECA Overview and Scrutiny Committee place on record its support for the continuation of the project; and these comments to be forwarded to the 4 October 2019 WECA Committee as part of the Chair’s report.</p>
10	<p>INFRASTRUCTURE UPDATE - DELIVERY OF WECA INVESTMENT PROGRAMME / STRATEGIC PROJECTS & ESTABLISHMENT OF PROGRAMME MANAGEMENT OFFICE</p> <p>Malcolm Coe, Director of Investment and Corporate Services, introduced a report updating the Overview and Scrutiny Committee on the delivery of the WECA investment programme, and the establishment of a Programme Management Office (PMO).</p> <p>The report stated that the PMO would define and standardise the approach to Project Management, disseminating Project Management Best Practice, and this would include:</p> <ul style="list-style-type: none"> ○ Establishing and refining Project Management Tools and Processes; ○ Managing the project performance reporting process; ○ Mentoring and supporting Project Managers delivering the WECA programme; ○ Managing an integrated programme to ensure the organisation managed and mitigated interface risk, and maximise the cost and programme opportunities for integrating where possible; ○ Managing resource availability including through provision of Project Managers to support project delivery, and managing the pipeline of work to be let via the PSF. <p>The Overview & Scrutiny Committee was asked to note activity to date, and further updates would be brought to the meeting as plans progressed.</p> <p>Agreed: That the update be noted, and further updates be brought forward as necessary.</p>
11	<p>REVIEW OF 4 OCTOBER 2019 WECA COMMITTEE AND JOINT COMMITTEE REPORTS</p>

The Overview and Scrutiny Committee reviewed the agenda papers to be considered at the meetings of WECA Committee and Joint Committee on 4 October 2019. Specific comments would be circulated to the Committees for their consideration as part of their decision-making processes.

The following comments were noted:

- In relation to the Investment Fund report, the feasibility studies and Outline Business Cases would be made public for any schemes as part of the usual decision making process and evidence trail;
- While only 9 bids had been received for the Professional Services Framework (PSF) Procurement those businesses that had bid were all reputable with experience in this field. It was confirmed that legal services was not part of the framework;
- Once the PSF is established Social Value will be linked to the National Themes Outcomes and Measures Framework (TOMs);
- PSF - It was requested that the word "local" be added before SMEs;
- It was confirmed that the Independent Remuneration Panel would reconvene before Christmas 2019 and, as part of their further review, will consider the remuneration for the Chairs of WECA Audit Committee and WECA Overview & Scrutiny Committee. Cllr Duguid stated that he believed that the level of the Mayor's allowance was set too low to attract high quality candidates;
- The Scrutiny Committee requested that Patricia Greer be invited to attend the next formal meeting in her role as the Chief Executive of the Local Enterprise Partnership (LEP) for the purpose of raising awareness of the LEP activities. Cllr Gollop was asked to pre-prepare the scope of what the Committee would want to scrutinise as part of this item;
- It was questioned whether the Business Plan/Corporate Risk Register needed to be updated in light of the Inspectors' feedback on the JSP;

Agreed: That the comments of the WECA Overview and Scrutiny Committee on the reports to be considered at the 4 October 2019 meetings of WECA Committee and Joint Committee be submitted to those meetings for their consideration during the decision-making process.

Wednesday, 4 December 2019, 10.30 am, City Hall, Bristol City Council

The meeting closed at 12:17pm.

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ITEM 7

REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 29 JANUARY 2020

REPORT TITLE: UPDATE ON CLIMATE EMERGENCY PLANNING

DIRECTOR: JESSICA LEE, HEAD OF POLICY & STRATEGY

AUTHOR: HELEN EDELSTYN, SENIOR POLICY MANAGER

Purpose of Report

In July 2019, the WECA Committee declared a climate emergency, committing the West of England to carbon neutrality by 2030. As part of the emergency declaration, WECA are required to report back to committee every six months on progress.

Recommendation

The Overview and Scrutiny Committee is asked to note and comment on the update report on climate emergency planning in advance of the 31 January joint meeting of the WECA Committee and West of England Joint Committee.

Background / Issues for Consideration

The report (appended to this document) includes the following key information:

- An update on the collaborative work that has taken place following the Combined Authority's declaration of a climate emergency.
- A high-level review of regional climate emergency evidence.
- Details of action already taken to address the climate emergency.
- Details of next steps, including the development, in liaison with West of England unitary authorities, of a Climate Emergency Action Plan.
- Details of steps being taken to embed action on climate emergency as part of the Combined Authority's governance arrangements.

Consultation

No statutory consultation is required as part of this work.

Climate Change Implications (in relation to this report):

On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognising the huge significance of climate change and its impact on the health, safety and wellbeing of the region's residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision-making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- * The emission of climate changing gases?
- * The region's resilience to the effects of climate change?
- * Consumption of non-renewable resources?
- * Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment / consideration as necessary as part of their detailed project-specific management arrangements

The appended report provides an overview of WECA's developing response to the climate emergency declaration and ambition for carbon neutrality by 2030. It summarises the evidence available on the main causes of emissions and recognises that climate change poses a real and credible threat affecting the future of the environment and the prosperity of the region.

Finance Implications, including economic impact assessment where appropriate:

The appended committee report includes financial implications and comments.

Legal Implications:

The appended committee report includes legal implications and comments.

Land/property implications

The appended committee report includes land/property implications and comments.

Human Resources Implications:

The appended committee report includes Human Resources implications and comments.

Appendices:

Appendix 1 - Update on climate emergency planning (report being submitted to the 31 January 2020 meetings of the WECA Committee and West of England Joint Committee)

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

DATE: 31 January 2020

REPORT TITLE: Update on climate emergency planning

DIRECTOR: JESSICA LEE, HEAD OF STRATEGY & POLICY

AUTHOR: HELEN EDELSTYN, SENIOR POLICY MANAGER

Purpose of Report

In July 2019, WECA committee declared a climate emergency, committing the West of England to carbon neutrality by 2030. As part of the emergency declaration, it was agreed that there would be a report back to committee every six months on regional progress.

This report provides an update on progress to date and includes a high-level review of regional climate emergency evidence, identifies some of the complexities around addressing the climate emergency and progress with the Climate Emergency Action Plan.

Recommendation

The WECA committee is asked to:

1. Note this update report on climate emergency planning.
2. Agree that in relation to the agreed £250,000 towards climate emergency actions (WECA Committee – 19 July 2019), authority be delegated to the WECA Chief Executive to allocate funding in consultation with UA Chief Executives, in accordance with the Climate Emergency Plan and Energy Strategy.
3. Agree to adding a requirement to the terms of reference of all governance boards, including the Regional Capital Board, to consider the impact of all decisions and advice on the climate emergency.

The Joint Committee is asked to note this update report on climate emergency planning.

Background / Issues for Consideration

Context

Climate change poses a clear and serious threat, affecting our future environment and prosperity of our region. The IPCC's recommendations are clear – limiting global warming to 1.5 degrees (rather than 2 degrees) between now and 2052 will significantly reduce the effects of global warming.

Government has recognised this, and the UK is the first country to commit to becoming net carbon zero by 2050. WECA has gone further than this, committing to carbon neutrality by 2030. This is in line with our partner Unitary Authorities.

To achieve this goal, we will need to significantly reduce carbon emissions in the region. This will require changes in the way that we act and make decisions. However, WECA recognise that simply reducing emissions will not be enough. The scope of our action will need to be broader. We will need to consider how to adapt to the impact of climate change, recognising the impact it has had on the environment. We will also need to work closely with our businesses to foster innovation and grow the skills of our region to reduce emissions and take advantage of the economic benefits available within the pathway to carbon neutrality.

The way to achieve this goal is complex and will require action by national government, unitary authorities, individuals, business and international government.

Evidence – Baseline and Priority Areas

Baseline Emissions

The West of England emitted 5,230kt CO₂ in 2017, this is a reduction of 23.6% per head from 2012, compared with 25.2% per head across England.¹ CO₂ makes up 81% of Green House Gases that are either emitted directly (e.g. through burning of fuels directly) or indirectly (e.g. from electricity purchased and used by the consumer or businesses). These are also known as production emissions, measuring the emissions of goods and services produced within the region.

An alternative approach is to estimate the emissions impact of all goods and services consumed by residents of the West of England ('consumption emissions'). This equates to production emissions, plus the emissions of imported products, and less the emissions of exported products. Consumption emissions are harder to calculate because the emissions associated with foreign products are difficult to measure. Based on the UK average, consumption emissions for the West of England could reach 10,500kt CO₂, 1.9 times production emissions². (Note there is significant double counting between these two measures).

¹ End-use carbon dioxide (CO₂) emissions at local authority level, kilotonnes, 2017. BEIS, UK Local CO₂ emissions, June 2019; WECA calculations

² University of Leeds and DEFRA, UK Consumption Emissions <https://www.gov.uk/government/statistics/uks-carbon-footprint> and WECA calculations

The difference is significant: UK production emissions have been falling since 1973, whereas consumption emissions peaked in 2007³. This reflects the deindustrialisation of the economy, as consumers have become more reliant on imported manufactured products. Purchases by the region's residents are responsible for emissions elsewhere in the world. Since 2007 consumption emissions have fallen by 20%.

Sources of Emissions

Excluding motorways, rail, and large industry, 33% of the region's emissions came from business, 35% from households and 32% from transport.⁴ Most emissions from both businesses and households are generated by heating.

Energy Generation

The majority of the region's energy comes from fossil fuels, including gas and petroleum. According to BEIS statistics, in 2017, 91% of energy used in the West of England was from fossil fuelled sources (including those used to generate electricity). 33% of grid electricity comes from renewable sources, but the region makes a limited contribution to that.⁵ Renewable energy generation within the region has increased rapidly (mainly solar), but still only represents 9% of our electricity consumption, and most of the electricity used in the region is generated outside it.⁶ If we want to achieve carbon neutrality, we cannot continue to rely on fossil fuels.

Priority Areas

Reducing the emissions from transport, heating and the generation of electricity will form the priority areas of action for the region. As an indication of the scale of the task, 883 renewable heat schemes have been completed in the region under the government Renewable Heat Incentive since 2014, out of the region's 494,880 dwellings.⁷ 4,595 electric vehicles are licenced in the region, against 785,000 vehicles in total.⁸

Clean and Inclusive Growth

³ ONS, The decoupling of economic growth from carbon emissions
<https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/compendium/economicreview/october2019/thedecouplingofeconomicgrowthfromcarbonemissionsukevidence>

⁴ Motorways, rail, and large industry were responsible for 959 kt of CO₂ in 2017, 18% of full emissions. In this case we have used the data subset which excludes large industrial plants (i.e. those included by the EU Emissions Trading Scheme) and rail and motorway transport. This also excludes emissions from aviation and ports as these counted as part of international emissions. This is designed to reflect those emissions over which local authorities and regions may be expected to exert some direct influence.

⁵ Renewable energy is energy derived from a source that is not depleted when used e.g. wind, solar, hydro and biomass. Renewable energy generation at local authority level, BEIS, Regional renewable statistics, September 2019 (link); BEIS, Sub-national total final energy consumption statistics, September 2019 (link); WECA calculations.

⁶ National proportion – 33% in 2018 – BEIS, Digest of UK Energy Statistics chapter 6
<https://www.gov.uk/government/statistics/renewable-sources-of-energy-chapter-6-digest-of-united-kingdom-energy-statistics-dukes>

⁷ BEIS Renewable Heat Incentive monthly deployment statistics, October 2019

⁸ DfT, Licensed Vehicle statistics, September 2019

To meet the carbon neutrality ambitions, we will also need to support the innovative businesses based in the region, and those others that we can attract here, to go further and faster to develop the technologies to help tackle climate change on a global scale.

Whilst the way forward to achieve this is unclear, the strong history of engineering and innovation within the West of England means that the region is well placed to be at the forefront of innovative research and development to help reduce emissions, including:

- providing a base for global energy consultancies such as DNV - GL, Everoze, and Lloyd's Register who provide renewable energy services (particularly wind, wave, tidal and solar), and employ over 300 staff in Bristol.
- Aura Power, based in Bristol, is leading the development of large-scale renewable energy projects (particularly solar) creating a competitive edge over fossil fuel generation.
- Many of the region's law firms, planning and engineering consultancies have a strong renewable energy expertise. Examples include Renew Legal, TLT Solicitors and ESOS Energy.
- Triodos Bank, one of the most sustainable banks in the world, has its UK headquarters in Bristol.

We also have some leading global players in high value design, such as Airbus, which is designing the next generation of aeroplane wings, making them more fuel efficient.

Taking action on climate change should also have substantial economic benefits for the region. Growth in carbon efficiency amongst businesses and within the green economy can help to increase productivity and help to create good jobs as well as protecting the climate and environment. According to a recent BEIS survey, 65% of all 18-24-year olds are interested in working in the green economy.⁹ The government estimates that the green economy will create two million jobs between now and 2030, with analysis from the Committee of Climate Change estimating that low carbon markets will grow significantly in the near future:

- Low carbon electricity products and services – 5-7% growth per year to 2030
- Low emission vehicles products and services – 25-30% per year to 2030
- Low carbon financial services – 10%+ per year to 2030¹⁰

If we are to successfully deliver the actions required to meet the region's carbon target, we will need significant growth in the supply chain for a range of green services, including building insulation and renewable heating. There is an opportunity to ensure that the benefits of this growth are captured within the region. This should help to good job opportunities within both high and low skilled sectors, ensuring that economic growth benefits generated by the low carbon sector can be inclusive and benefit all our residents.

If the West of England wants to take advantage of these opportunities, we will need to start considering now the action we need to take to tackle climate change, ensure our businesses are resilient to its effects and start to build the skills and supply chains required within these new and emerging sectors.

⁹ Ashden, Climate Action Co-Benefits Toolkit – Chapter 3 Economic Opportunity and Job Creation, <https://www.ashden.org/programmes/co-benefits>

¹⁰ Committee on Climate Change, Net Zero: the UK's contribution to stopping global warming, May 2019, p. 236

Promoting inclusive economic growth is not the only co-benefit of reducing carbon and tackling climate change. It can also help support the most deprived communities within the region to live better, healthier lives.

Action to decarbonise the region and improve the energy efficiency of our homes and buildings can also help to address the issue of cold homes and poor air pollution. Particulate matter and nitrous oxides contribute to around 40,000 air pollution related deaths per year in the UK. The cost of cold homes to the NHS is estimated at £2.5 billion per year.¹¹ Taking action to reduce the emissions from transport and improve the way we heat our homes will help to address and minimise these issues.

In addition, energy efficiency measures offer the potential to reduce energy bills, which amounted to £1.7bn in 2018. The Committee on Climate Change estimates that energy efficiency improvements could reduce household bills by £150 per year by 2030.¹²

To ensure that we are fulfilling the ambition within the Local Industrial Strategy to promote clean and inclusive growth across the region, we need to start tackling climate change throughout all of our work.

Reducing Carbon – the challenge ahead

The carbon reduction target for the West of England is to achieve carbon neutrality by 2030.

The West of England has achieved a lot in terms of reducing emissions and fostering innovation to support new, cleaner innovations. Since 2005 emissions in the region have steadily fallen. However, this is largely due to national measures such as progressive decarbonisation of the national grid.

Research has shown that if we want the best chance of limiting climate change to 1.5 degrees, the maximum amount of carbon that can be put into the atmosphere is 420 billion tonnes globally. Across the world, 42 billion tonnes per year are currently emitted. So, if emissions were to stay at this level, the global carbon budget would be exhausted at the beginning of 2028.¹³

Extending these targets to the UK, provides a carbon budget of around 2.5 billion tonnes. On a production basis, UK carbon emissions in 2018 were 364 million tonnes.¹⁴ If emissions continue at this level, the UK's budget would be exhausted by 2025. To stay within budget, we need to reduce emissions by 15% per year. Production-based emissions have only been falling at a rate of around 4% per year.

Measured on a consumption basis, UK emissions are about 60% higher. To stay within this budget on this basis we'd need to cut emissions by 24% per year. Emissions on a consumption basis have been falling by only 1.5% per year.

Analysis of historic emissions and suggested pathways to carbon neutrality, shows that continuing business as usual will not achieve the 2030 target. If we do not act now, we will need to take more drastic action in the future, requiring expensive carbon capture and storage in order to meet our target.

¹¹ Ashden, Climate Action Co-Benefits Toolkit – Chapter 1 Health and Wellbeing, <https://www.ashden.org/programmes/co-benefits>

¹² Committee on Climate Change, Net Zero the UK's contribution to stopping global warming, May 2019, p. 246

¹³ <https://www.cityscience.com/blogs/events/if-we-were-serious>

¹⁴ BEIS, Provisional UK greenhouse gas emissions national statistics 2018

Possible pathways to reducing carbon

Whilst there are other causes, energy usage and generation form a significant majority of carbon emissions. As such, we can use them as a proxy for understanding what actions the region may need to take in order to reduce our emissions and meet the carbon neutrality ambitions.

The National Grid Future Energy Scenarios¹⁵ outline different credible pathways for the future of energy usage across all sectors including domestic consumption, transport, energy generation and industrial use for the next 30 years. They consider how much energy we might need and where it could come from, including looking at what the changes might mean for industry and consumers.

The Future Energy Scenarios are based on projections to 2050 in line with the national target, but the actions they produce show what will need to be achieved to reach carbon neutrality against any timeline. Based in these scenarios, in order to achieve carbon neutrality, it is likely that we will need to:

- Transport – decarbonise the transport system including ensuring that most forms of transport are electric vehicles or ultra-low emissions vehicles and that there has been a significant modal shift towards walking and cycling
- Heating – stop building homes and buildings that will need to be retrofitted in the future. Start building zero carbon homes with high levels of heating efficiency and embark on a wide-scale retrofitting programme for existing buildings and homes.
- Energy – reduce energy consumption to lowest possible demand, fostering innovative new business practices and ensure that there are high levels of sustainable energy generation including solar, onshore and offshore wind

These scenarios and pathways are not set in stone, they are subject to annual review as new data, science and technology emerges to help reduce emissions.

Action already taken to address the Climate Emergency:

WECA has already taken some action to help address the climate emergency, including:

- Setting a regional strategic objective for clean and inclusive growth within the Local Industrial Strategy
- Working to tackle congestion and improve public transport options, encouraging people to leave their cars at home – we have made significant investment in rail, buses and walking and cycling.
- Launched a new £4.2m West of England Low Carbon Challenge Fund to support micro, small and medium-sized business to adopt energy efficiency measures, along with community energy schemes and retrofit energy efficiency measures for homes.
- Helped fund the National Composites Centre in South Gloucestershire, which is developing lightweight materials that are stronger and have the potential to reduce weight and increase carbon efficiency and is already making a difference in aerospace, automotive and construction and so much more.
- Hosting the South West Energy Hub which supports projects ranging from energy efficiency retrofit for homes, business and the public sector, to renewable or low carbon electricity and heat generation.
- Provided a multi-million-pound investment in the Institute of Advanced Automotive Propulsion Systems at the Bristol & Bath Science Park, a global centre of excellence,

¹⁵ National Grid Future Energy Scenarios, July 2019 - <http://fes.nationalgrid.com/media/1409/fes-2019.pdf>

- delivering transformational research and innovation in low-emission vehicles to improve the air we breathe
- Supported the delivery of a West of England Green Infrastructure Strategy and promoting the role of the natural environment in climate adaptation

What are we going to do next?

Achieving carbon neutrality will require a whole system approach – requiring change from national government, the UAs, residents and businesses. WECA can play a key role in convening and influencing within this area and in the decisions we make in terms of procurement, capital spends, and policy setting (incl. spatial, transport, skills). However, WECA does not have the power or resources to deliver this ambition on our own. We will need to work in partnership to achieve the ambitions of the emergency declaration (see appendix one for further explanation).

Work is underway to prepare a regional Climate Emergency Action Plan. This Plan will set out our next steps to delivering the CE ambition for decarbonisation and several high-level principles. These principles will provide clear regional direction but will allow flexibility in terms of delivery. The CE Action Plan will also provide a basis for strategic discussions with Government on funding, regulation and delivery. This approach respects that regional and local actors will have different ambitions and approaches, whilst creating a space to find innovative solutions together.

The CE Action Plan will have a broad scope, taking both adaptation and mitigation into account. Reducing our emissions by acting on the causes of climate change (e.g. decarbonising transport, building zero carbon homes and increasing the sources of clean energy) is more commonly known as mitigation. However, addressing the emissions that cause climate change will not be enough.

The CE Action Plan will also need to consider how we can adapt and act to manage the risks of climate change impact. This will include how we manage and use our natural habitat and environment.

To ensure we take a robust evidence-based approach we are proposing to spend some of the resource allocated to the climate emergency to pull together a regional integrated evidence base. This will build on the work already done by Unitary Authorities.

Developing the Climate Emergency Action Plan

Over the coming months, WECA officers will work in liaison with the Unitary Authorities to develop a Climate Emergency Action Plan. The Unitary Authorities are at differing stages of responding to their own climate emergency declarations:

- Bristol – published an action plan in September 2019, currently in the process of developing a gap-analysis evidence base to help prioritise action and a climate change strategy (due in March 2020)
- B&NES – published their first report and evidence base in October 2019, they have committed to including climate change considerations within all their decisions and are refreshing their Climate Change Strategy
- South Gloucestershire – due to publish first report to committee and evidence base highlighting priority areas for action in January/February 2020
- North Somerset – published an action plan and evidence base is in development

Whilst the exact pathway to carbon neutrality cannot be fully known at this time, this does not mean we should not act towards carbon neutrality using our existing levers of power and influence. The Climate Emergency Action Plan will begin to consider how this can be achieved, following the below basic principles and investigating the feasibility of the suggested actions within each principle:

- **Fostering Clean Growth & Innovation** e.g:
 - Use AEB Commissioning powers, careers hubs and skills teams to increase the number of people with green skills (e.g. home retrofitting, clean tech, green finance, renewable energy) within the region to facilitate the transition to zero carbon
 - Strengthen enterprise support and innovation provision to help businesses understand their carbon footprints; implement mitigation activities and zero-carbon innovation; and develop the region's low carbon supply chain.
- **Accelerating the shift to low carbon transport** Using our planning transport levers (Interim JLTP4, Bus Strategy, LCWIP) to:
 - Fewer car journeys e.g. investment in transport hubs to allow easy and efficient interchange between modes
 - Work towards decarbonising the public transport system
 - facilitate a modal shift towards walking and cycling.
- **Improving our buildings & placemaking** - Integrating climate resilience into new development including exploring the potential for a zero carbon homes standard, considering solution for renewable energy supply and integrating good quality design that incorporates GI within new development and working with UAs to increase the opportunities for retrofit
- **Enabling clean smart affordable energy** - Upscale the Low Carbon Challenge Fund including the Rural Community Energy Fund to encourage more renewable energy within the region
- **Protecting, preserving & enhancing the environment** - Publishing and continuing to support the WOE Joint Green Infrastructure Strategy that will evidence the multi-benefits of GI, including climate change adaptation, across the West of England, exploring opportunities to deliver GI within new and existing projects, plans and programmes.
- **Leading the way as a public sector organisation** - Provide political leadership in lobbying government for additional funding & legislative powers for:
 - Widescale homes & buildings retrofit – spatial planning can move new builds towards zero carbon but does not address existing homes
 - Changes to National Grid to improve grid capacity and improve its ability to incorporate renewable energy that is locally generated
 - New planning powers and funding to increase the amount of renewable energy

Governance

WECA will champion the Climate Emergency throughout its governance and decision-making structures. Mayor Tim Bowles will continue to provide political leadership, alongside Unitary Authority Mayors and Leaders, of the Climate Emergency – championing the issue and helping WECA to make the right decisions to deliver the ambition.

To support this model, there are additional measures that may be put in place:

- Add a requirement to the terms of reference of all governance boards, including the Regional Capital Board, to consider the impact of all decisions and advice on the climate emergency (subject to committee approval of this).
- WECA Scrutiny will continue to review and challenge action against our CE ambition as well as action set out in the emerging CE plan. CE will be integrated into business as usual, recognising the cross-cutting nature of the challenge.
- Decision-making committees will include a CE section in all papers. This will ensure climate change impact is integrated into WECAs business as usual.
- WECA officer leadership will be shared across the Senior Management Team; providing leadership and recognising the cross-cutting nature of the Climate Change Emergency. This approach will ensure delivery of the emerging CE Plan and that all directorates and teams fully consider the issue as part of strategic and day to day activity. There will be regular Climate Emergency agenda items at SMT, where they will monitor delivery of the emerging CE Plan.
- Progress reports on the emerging CE Plan will be shared with relevant regional officer groups including Infrastructure Directors and the energy action planning group to ensure we are joining up, sharing practice and developing an approach that helps us all deliver on our respective ambitions. This model could be strengthened by a regional CE officer group championing the climate emergency and supporting a joined-up approach to delivery. Membership of this group should be senior enough to represent the cross-cutting nature of the climate emergency.

Timescales and next steps for Climate Emergency Action Plan:

Dec/Jan	UA evidence base reviewed & compiled
Feb 2020	Regional evidence base drawn together with gaps identified
Jan & Feb 2020	Agreeing ambitions/action to achieve carbon neutrality across the organisation
Early 2020	Publication of Climate Emergency Action Plan

Consultation

- 3 No statutory consultation is required as part of this work.

Public Sector Equality Duties

- 4 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.
- 4.1 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.

4.2 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.

Finance Implications, including economic impact assessment where appropriate:

In July 2019, the WECA committee allocated £250,000 towards climate emergency actions. In relation to this agreed sum, it is recommended that authority be delegated to the WECA Chief Executive to allocate funding in consultation with UA Chief Executives, in accordance with the Climate Emergency Plan and Energy Strategy.

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

Legal Implications:

If recommendations 3 and 4 agreed, the Combined Authority’s constitution will be updated accordingly.

Advice given by: Shahzia Daya, Director of Legal Services

Climate Change Implications

On 19 July 2019, the West of England Combined Authority declared a climate emergency, recognizing the huge significance of climate change and its impact on the health, safety and wellbeing of the region’s residents. The Combined Authority is committed to taking climate change considerations fully into account as an integral part of its governance and decision making process.

Each report/proposal submitted for Combined Authority / Joint Committee approval is assessed in terms of the following:

Will the proposal impact positively or negatively on:

- * The emission of climate changing gases?
- * The region’s resilience to the effects of climate change?
- * Consumption of non-renewable resources?
- * Pollution to land, water or air?

Particular projects will also be subject to more detailed environmental assessment/consideration as necessary as part of their detailed project-specific management arrangements

Taking the above specifically into account, please comment on any climate change

implications arising as a result of this report, and include details of any mitigation:

This report provides an overview of WECA's developing response to the climate emergency declaration and ambition for carbon neutrality by 2030. It summarises the evidence available on the main causes of emissions and recognises that climate change poses a real and credible threat affecting the future of the environment and the prosperity of the region.

In developing a Climate Emergency Action Plan, WECA will seek to mitigate and adapt to the impact of climate change across the six different principles outlined in the paper.

Land/property Implications

There are no direct land/property implications arising from this report.

Climate change is likely to have significant on going implications for both land and property, and decisions about how we manage and use these assets. As the Climate Emergency Action Plan is developed, including specific actions and projects for investment, WECA will further review any land and property implications.

Advice given by: David Carter, Director of Infrastructure

Human Resources Implications:

11 There are no direct human resource implications arising from this report.

Climate change could have on going implications for human resources and decisions about how we manage our staff. As the Climate Emergency Action Plan is developed, including specific actions and projects for investment, WECA will further review any human resources implications.

Advice given by: Alex Holly, Head of HR

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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

Appendix One: Levers of Responsibility





WEST OF ENGLAND COMBINED AUTHORITY

OVERVIEW AND SCRUTINY COMMITTEE - 29 JANUARY 2020

REVIEW OF 31 JANUARY WECA COMMITTEE AND JOINT COMMITTEE REPORTS

DIRECTOR: SHAHZIA DAYA, DIRECTOR OF LEGAL SERVICES

AUTHOR: IAN HIRD, DEMOCRATIC SERVICES & SCRUTINY MANAGER

Purpose

1. The Overview & Scrutiny Committee is asked to review the reports due to be considered at the 31 January joint meeting of the WECA Committee and Joint Committee and formulate any comments they may wish to refer to the committees.

RECOMMENDATION:

That the committee identify any comments they wish to submit to the WECA Committee and Joint Committee on 31 January 2020.

Summary

2. During the previous and current municipal year, members have agreed that to assist their scrutiny role, meetings of the committee should generally be scheduled in advance of but close to the date of WECA and Joint Committee meetings, to enable Overview and Scrutiny members to review finalised reports before decisions are taken and to enable members to formulate any comments on the reports.

3. The agenda and reports for the 31 January WECA Committee and Joint Committee were published on 21 January (7 clear working days in advance of the WECA and Joint Committee meetings and 5 clear working days in advance of this Overview & Scrutiny meeting).

4. A slightly revised organisational approach is being taken on 31 January. The approach to date has seen the WECA Committee meeting taking place and then followed by a meeting of the Joint Committee. On 31 January, rather than run "consecutive" meetings, a joint meeting of the WECA Committee and Joint Committee is being held. This will enable meeting arrangements to be streamlined by holding one public forum slot (rather than two separate ones) without impacting on the overall time available for public forum business. It is hoped that these streamlined arrangements will assist members of the public in accessing and participating in the public forum. The new arrangements also mean that the Overview &

Scrutiny Committee Chair can make comments to both committees at the same time, rather than addressing each committee at separate meetings. The committees will also be able to give consideration at the same time to some matters that would otherwise have been considered by both committees at separate meetings.

5. The agenda for the 31 January meeting has been published and circulated. The agenda papers make clear which items are for decision by the respective committees, and can also be accessed from this web link:

Web link to 31 January agenda papers – Joint meeting of the WECA Committee and the West of England Joint Committee:

<https://westofengland-ca.moderngov.co.uk/ieListDocuments.aspx?CId=192&MId=438>

6. The Overview & Scrutiny Committee is asked to consider whether it wishes to submit any specific comments to the 31 January meeting (a standard slot is included on the agenda to enable the Chair to present any comments on behalf of scrutiny members).

SUMMARY OF THE MAIN 31 JANUARY COMMITTEE REPORTS:

Update on climate emergency planning

7. At agenda item 7, members at today's (29 January) meeting, members will already have reviewed in detail the update report on climate emergency planning which is being considered by the WECA Committee and the Joint Committee on 31 January.

2020/21 budget

8. A significant number of the reports to be considered at the 31 January meeting concern the 2020/21 budget. Scrutiny members received an overview presentation providing background information and context to the development of the budget proposals at their informal meeting on 8 January. At this 29 January meeting, Malcolm Coe, Director of Investment and Corporate Services, will present the detail / key aspects of the finalised budget proposals.

WECA Committee - Investment Fund report

9. Malcolm Coe will present the latest Investment Fund report.

The report includes the following key information:

- The [West of England Local Growth Assurance Framework](#) has been updated to reflect changes to the Constitution agreed at the Committee meeting in July and also to seek to streamline the business case development and approval process.

- Feasibility and Development Funding Applications have been submitted for Regional Operations Capability – Phase 1 (£75,000), West of England Strategic Planning Shared Evidence Base (£250,000), Strategic Masterplanning for the North Fringe of Bristol (£500,000) and South West Bristol (£500,000), Building Employment and Enterprise Skills (£20,000), Local Careers Education, Information, Advice and Guidance Action Research Activities (£20,000) and Apprenticeship Levy Maximisation (£100,000) which are detailed in Appendix 2.
- Proposed Love Our High Streets assessment criteria are shown in Appendix 4.
- The Whitfield Tabernacle Stabilisation Works project has been conditionally approved through granted delegation.
- A Full Business Case for Lockleaze Sustainable Transport Improvements has been submitted seeking funding of £3.346m for the implementation of the scheme.
- It is proposed to allocate £200,000 to underwrite the re-establishment of the 2019-20 Adult Education Budget growth and exceptions budget.
- Full Business Cases have been submitted for South Bristol Enterprise Support, Centre for Digital Engineering Technology & Innovation and the Local Industrial Strategy Productivity Challenge Delivery Programme.
- In line with current processes for managing reported scheme changes, those seeking approval are set out in Appendix 3 of the report.
- Appendix 10 outlines the capital budget forecast for the 2019/20 and 2020/21

Joint Committee – LEP One Front Door Funding programme

10. Malcolm Coe will present the latest One Front Door Funding Programme report. The key approvals sought through this report are:

a. Approval of the Full Business Case for the A4018 corridor improvements and the award of £3.449m subject to the updating of the economic case and the scheme continuing to present a Benefit Cost Ratio greater than 2, and confirmation of proposals for safe crossing facilities on Knole Lane or Crow Lane.

b. The Joint Committee is also asked to approve the revised Local Growth Assurance Framework.

WECA Business Plan

11. The quarter 3 progress report on the 2019/20 Business Plan, and the 2020/21 Business Plan are being submitted to the WECA Committee and Joint Committee on 31 January. At this 29 January meeting, Lynda Bird, Head of Performance, Policy & Projects will present these items.

Further report of the Independent Remuneration Panel:

12. The Panel met on 7 January and has made the following additional recommendations to the WECA Committee:

- The Chair of the WECA Overview and Scrutiny Committee to receive an annual allowance set at 5% of the mayoral allowance (£3,100).

- No allowance to be paid to the Chair of the WECA Audit Committee.

- The independent member of the Audit Committee to receive an annual allowance set at 1% of the mayoral allowance (£650).
- The independent Chair of the Hearings Sub Committee to receive an allowance of £256 per day when participating in a hearing.

Full list of items being considered at the 31 January meeting

13. The full list of items being considered at the 31 January joint meetings is as follows:

Items to be considered by the Joint Committee:

- Local Enterprise Partnership and Invest Bristol and Bath revenue budget outturn report, April – December 2019
- Revenue budget setting report 2020/21
- Local Enterprise Partnership One Front Door funding programme
- Commissioning of a Mass Transit strategic outline business case

Items to be considered by the WECA Committee and the Joint Committee:

- Update on climate emergency planning
- 2019/20 Business Plan – quarter 3 progress report
- 2020/21 Business Plan

Items to be considered by the WECA Committee:

- Combined Authority & Mayoral budget outturn report, April - December 2019
- Mayoral budget setting report 2020/21
- Combined Authority budget 2020/21 and Medium Term Financial Forecast
- Capital Strategy including Treasury Management and Investment Strategies
- Investment Fund
- Report of the Independent Remuneration Panel

Forward Plan

14. For information, the most recent update of the WECA Committee and Joint Committee Forward Plan is enclosed. Work will start shortly on the detailed Forward Plan for the 2020/21 municipal year. This will be shared with scrutiny members as soon as available.

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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

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West of England Combined Authority Committee and West of England Joint Committee Forward Plan

Publication date: 19 December 2019

The Forward Plan seeks to anticipate (as far as possible) the decisions to be made by the West of England Combined Authority Committee and Joint Committee during the current municipal year. Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The Forward Plan is updated regularly and can be viewed on the West of England Combined Authority website.

The Forward Plan goes beyond the minimum legal requirement for notice of key decisions to be published at least 28 days in advance of the decision-taking meeting, and demonstrates the West of England Combined Authority's commitment to openness and participation in decision making. It also assists the West of England Combined Authority's Overview and Scrutiny Committee in planning their agendas and input to policy formulation and development, and in reviewing the work of the Combined Authority.

For all committee meetings, a formal agenda will be published at a minimum of 5 clear working days before the meeting.

Meetings of the Combined Authority Committee and Joint Committee are scheduled to be held on the following dates for the remainder of the 2019-20 municipal year:

- * 31 January 2020 (including budget decisions)
- * 20 March 2020

31 JANUARY 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE – BUDGET MEETING		
Item	Lead officer	Email
<p>WECA and Mayoral budget outturn report To present the latest revenue financial outturn budget monitoring report</p>	Malcolm Coe, Director of Investment and Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Mayoral budget setting report 2020/21 To approve the budget for the Combined Authority Mayoral functions for 2020/21</p>	Malcolm Coe, Director of Investment and Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Combined Authority budget 2020/21 To approve the 2020/21 budget for the Combined Authority</p>	Malcolm Coe, Director of Investment and Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Capital Strategy including Treasury Management and Investment Strategies 2020/21 To present the Capital Strategy for 2020/21 including Treasury Management and Investment Strategies</p>	Malcolm Coe, Director of Investment and Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk

<p>2019/20 Business Plan progress report To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p>	Lynda Bird, Head of Performance, Planning and Projects	strategy@westofengland-ca.gov.uk
<p>2020/21 Business Plan To agree the Combined Authority's Business Plan for 2020/21</p>	Lynda Bird, Head of Performance, Planning and Projects	strategy@westofengland-ca.gov.uk
<p>Update on Climate Change Emergency planning To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority</p>	Jess Lee, Head of Strategy	strategy@westofengland-ca.gov.uk
<p>Report of the Independent Member Remuneration Panel To consider a report of the Independent Member Remuneration Panel</p>	Shahzia Daya, Director of Legal Services	DirectorLegal@westofengland-ca.gov.uk
<p>Mass Transit - next stage Update / to request delegated authority to award a professional services contract once the tender process is completed</p>	David Carter, Director of Infrastructure	DirectorInfrastructure@westofengland-ca.gov.uk

31 JANUARY 2020 - JOINT COMMITTEE – BUDGET MEETING		
Item	Lead officer	Email
<p>Local Enterprise Partnership (LEP) revenue budget outturn</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Revenue budget setting report 2020/21 – LEP and Invest Bristol & Bath (IBB)</p> <p>To present the LEP and IBB budget proposals for 2020/21</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>LEP One Front Door Funding Programme</p> <p>To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>West of England Joint Spatial Plan update</p> <p>To update the committee on the position regarding the Joint Spatial Plan in light of the letters received from the Planning Inspectorate following the Examination in Public hearings held in July 2019</p>	David Carter, Director of Infrastructure	DirectorInfrastructure@westofengland-ca.gov.uk
<p>2019/20 Business Plan progress report</p> <p>To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p>	Lynda Bird, Head of Performance, Planning and Projects	strategy@westofengland-ca.gov.uk

<p>2020/21 Business Plan To agree the Combined Authority's Business Plan for 2020/21</p>	<p>Lynda Bird, Head of Performance, Planning and Projects</p>	<p>strategy@westofengland-ca.gov.uk</p>
<p>Update on Climate Change Emergency planning To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority</p>	<p>Jess Lee, Head of Strategy</p>	<p>strategy@westofengland-ca.gov.uk</p>
<p>Mass Transit - next stage Update / to request delegated authority to award a professional services contract once the tender process is completed.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>

20 MARCH 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE		
Item	Lead officer	Email
<p>WECA and Mayoral budget outturn report To present the latest revenue financial outturn budget monitoring report</p>	Malcolm Coe, Director of Investment and Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Adult Education Budget (AEB) 2020/21 To approve draft funding allocations for the academic year 2020/21</p>	Stephen Bashford, Head of Business & Skills	DirectorBusinessandSkills@westofengland-ca.gov.uk

20 MARCH 2020 - JOINT COMMITTEE		
Item	Lead officer	Email
<p>Local Enterprise Partnership (LEP) revenue budget outturn</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>LEP One Front Door Funding Programme</p> <p>To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p>	Malcolm Coe, Director of Investment & Corporate Services	DirectorInvestmentandCorporate@westofengland-ca.gov.uk
<p>Joint Local Transport Plan 4</p> <p>To approve the updated Joint Local Transport Plan following the public consultation that took place in February-March 2019 and the subsequent further development of the plan</p>	David Carter, Director of Infrastructure	DirectorInfrastructure@westofengland-ca.gov.uk

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