

A meeting of the
WECA Overview & Scrutiny Committee

will be held on

Date: Wednesday, 17 June 2020

Time: 10.30 am

Place: Zoom virtual meeting, to be broadcast on the WECA YouTube channel

Please note: the 17 June WECA Overview & Scrutiny Committee will be broadcast at this link:
<https://www.youtube.com/watch?v=UDHkxdfLKdl&feature=youtu.be>

Notice of this meeting is given to members of the WECA 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 Brenda Massey, Bristol City Council
Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Mhairi Threlfall, Bristol City Council

Copies to North Somerset Council representatives: Cllr Mike Bird, Cllr Peter Crew, Cllr Huw James

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AGENDA

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

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 nonpecuniary 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 - 16

To confirm the minutes of the meeting of the committee held on 29 January 2020 as a correct record.

Note: due to the Covid-19 pandemic situation, the meeting of the committee on 18 March 2020 was inquorate. There are therefore no formal minutes to confirm as a correct record for that date as a formal meeting did not take place – however, enclosed for information is a copy of the comments submitted by the Chair of the Overview and Scrutiny Committee to the 20 March 2020 Joint Meeting of the West of England Combined Authority Committee and West of England Joint Committee.

5. ITEMS FROM THE PUBLIC (QUESTIONS; STATEMENTS; PETITIONS)

Note: WECA virtual public committee meetings are currently being arranged as 'Zoom' video conferencing meetings, broadcast on the WECA YouTube channel.

Please note: the 17 June WECA Overview & Scrutiny Committee will be broadcast at this link:

<https://www.youtube.com/watch?v=UDHkxdfLKdI&feature=youtu.be>

WRITTEN PUBLIC QUESTIONS

1. Any member of the public can submit a maximum of two written questions to this WECA virtual public committee meeting.
2. The deadline for the submission of questions is 5.00 pm, at least 3 clear working days ahead of a meeting. For the 17 June meeting of the WECA Overview & Scrutiny Committee, the deadline for questions is 5.00 pm on Thursday 11 June.
3. Questions should be addressed to the Chair of the committee and e-mailed to democratic.services@westofengland-ca.gov.uk
4. 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.
5. Please note - under WECA committee procedures, there is no opportunity for oral supplementary questions to be asked at committee meetings.
6. Questions and replies will be circulated to committee members in advance of the meeting and published on the WECA website.

PUBLIC STATEMENTS

1. Any member of the public may submit a statement (or petition) at a WECA virtual public committee meeting.
2. Please note that one statement per individual is permitted.
3. Statements must be submitted in writing and received by the deadline of 12 noon on the working day before the meeting. For the 17 June meeting of the WECA Overview & Scrutiny Committee, the deadline for statements is 12 noon on Tuesday 16 June.

Statements should be emailed to
democratic.services@westofengland-ca.gov.uk

4. Statements will be listed for the meeting in the order of receipt. All statements will be sent to committee members in advance of the meeting and published on the WECA website.
5. Please note – if any member of the public wishes to ‘attend’ the virtual meeting to orally present their statement, they are asked please to notify the WECA Democratic Services team of this by 12 noon on the working day before the meeting at latest.
6. 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 this meeting 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.

6. CHAIR'S BUSINESS / ANNOUNCEMENTS

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| 7. REVIEW OF 19 JUNE WECA COMMITTEE AND WEST OF ENGLAND JOINT COMMITTEE REPORTS | 17 - 54 |
| 8. MEETING ARRANGEMENTS AND FORWARD PLAN FOR JOINT MEETINGS OF THE WECA COMMITTEE AND WEST OF ENGLAND JOINT COMMITTEE | 55 - 68 |

West of England Combined Authority WECA Overview & Scrutiny Committee

Wednesday, 29 January 2020, 10:30 am
Council Chamber, Bath Guildhall

Present:

Cllr Stephen Clarke, Bristol City Council (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	Cllr Mhairi Threlfall, Bristol City Council

In Attendance from North Somerset Council

Cllr Mike Bird	Cllr Huw James
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Officers in attendance:

Patricia Greer, Chief Executive	Malcolm Coe, Director of Investment and Corporate Services
Shahzia Daya, Director of Legal and Democratic Services	Stephen Bashford, Head of Business and Skills
Ian Hird, Scrutiny Manager	George Margesson, Principal Economist
Helen Edelstyn, Senior Policy Manager	

Minutes

1	WELCOME & INTRODUCTIONS The Chair welcomed everybody to the meeting.
2	APOLOGIES FOR ABSENCE No apologies had been received from members of the Committee but Cllr Nigel Ashton, North Somerset Council, had sent apologies.
3	DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 There were no declarations of interest declared.
4	MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 2 October 2019 were agreed as a correct record and signed by the Chair.
5	ITEMS FROM THE PUBLIC (QUESTIONS; PETITIONS; STATEMENTS) Three public statements had been received and these had been circulated to the Committee prior to the meeting. Mr David Redgewell and Cllr Sarah Warren (Bath and North East Somerset Council) attended the meeting and addressed the Committee on the topic of their statements.

6	<p>CHAIR'S BUSINESS / ANNOUNCEMENTS</p> <p>The following items were raised:</p> <ul style="list-style-type: none"> • Following the public statements, the Chair explained that members had agreed to participate in a number of informal “sub-groups” formed from the existing members of the Committee on different topics of interest and mirroring the existing WECA Boards. An initial meeting to discuss transport issues had been arranged and would look in detail at the JLTP4. • The Committee also called for a Climate Emergency Board to be established so that Cabinet members with that portfolio could feed directly into WECA’s decision-making process. Patricia Greer in response stated that consideration had taken place about whether any additional governance process should be established and that it was important that the climate emergency was embedded in the culture and decision making of the organisation, including Scrutiny. A formal discussion of these issues would take place at the meeting of WECA Committee on 31 January 2020.
7	<p>CLIMATE EMERGENCY PLANNING UPDATE</p> <p>Helen Edelstyn, Senior Policy Manager and George Margesson, Principal Economist, introduced a report together with an accompanying presentation on the climate emergency planning update.</p> <p>The report stated that in July 2019, the WECA Committee had declared a climate emergency, which committed the West of England to carbon neutrality by 2030. As part of the emergency declaration, a report back to Committee was required every six months on progress. The Overview & Scrutiny Committee was asked to note and comment on the update report on climate emergency planning in advance of the 31 January 2020 joint meeting of the WECA Committee and the West of England Joint Committee.</p> <p>The report included the following key information:</p> <ul style="list-style-type: none"> • An update on the collaborative work that had 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. <p>The Action Plan would be drawn up in collaboration with the West of England unitary authorities and be available in Spring 2020.</p> <p>The following comments were made:</p> <ul style="list-style-type: none"> • Diesel engine trains stop at Temple Meads and keep their engines running which is leading to further pollution. Responsibility for this lay with Network Rail and Rail operators, however, WECA was actively working with rail partners to support efforts to decarbonise. • It was difficult to find evidence to reflect the emergency prioritised in the budget as, for instance, £813k was being invested in a study for a new by-pass while £165k was identified for strategic Park and Rides. The various budgets needed to reflect the emergency situation. Immediate action was needed to ensure the climate emergency

	<p>was appropriately reflected in budget profiles;</p> <ul style="list-style-type: none"> • There were some frustrations over the pace of decision making when significant investment was needed. Some members felt that the action points set out were not immediate enough; • Hydrogen use was not mentioned in the report; • The Committee recommended that a Climate Board be established; • There was a request for the Mayor of the West of England to attend a meeting of the Scrutiny Committee to answer questions particularly on this issue. It was noted however, that this may mean all the members of the WECA should be invited; • It was pointed out that rail and flight emissions were counted nationally and internationally and therefore excluded from regional emissions data; • £250k had been allocated, for early business case development, whereas Bristol had allocated £3m as an emergency measure; • There was a request for use of the phrasing Scope 1, 2 and 3 in relation to emissions. In response, it was stated that the report had deliberately been written in 'plain English' to assist people who may not be familiar with the topic; • The activity of the organisation as a whole was reflected in the budget such as the money and capital being put into the walking and cycling strategy. The action plans in development would develop emergency actions further. Climate change actions were embedded in every report produced by the Authority. Regular meetings took place with the officers from the constituent authorities. However, different authorities were at different stages. • The governance arrangements had been considered by political leaders and changes to those arrangements were a matter for the political leaders to agree at their committee meeting on 31 January 2020. • There were plans for WECA to upgrade its website; • The Authority was also working with M4 corridor partners to develop a 'hydrogen corridor demonstrator' for freight and heavy goods; • All four of the Authority's Boards had been given chance to comment on the Climate Emergency report and those comments would be shared with WECA Committee as part of its decision-making process; • The Committee recommended that the pre-existing budget schemes be reviewed in context of the climate emergency; • The Committee also felt that delays in setting up some of the projects had led to some opportunities missed, with projects taking three years or more in the planning stage; • The Committee called upon WECA to become a designated low carbon champion organisation by embedding this within its culture. <p>AGREED: That the report be noted and the Committee place on record its comments to the WECA Committee together with its view that £250k of resource was inadequate to tackle this issue (see appendix 1).</p> <p>(Cllrs Mike Bird and Huw James left the meeting after this item).</p>
8	<p>REVIEW OF 31 JANUARY 2020 WECA COMMITTEE AND JOINT COMMITTEE REPORTS, INCLUDING THE 2020/21 BUDGET REPORTS</p> <p>Malcolm Coe, Director of Investment and Corporate Services, introduced a report with an accompanying presentation that provided a summary of the various budget and finance reports that would be considered by WECA Committee at its meeting on 31 January 2020.</p> <p>The following comments were made:</p> <ul style="list-style-type: none"> • WECA had been created for long-term investment in the region but had to demonstrate additionality;

- WECA had limited scope to raise any funds itself. Often the funding pots available were short-term or time limited. For instance the business rates retention pilot would end in 2021 and it was unclear at this stage what fund would replace this;
- The IBB review had been carried out and funding had been secured for another five years;
- Each scheme funded by the Investment Fund was set out in the papers;
- The government did not provide all the necessary funds in one go but in chunks and each tranche of funding was subject to “gateway reviews”, taking place approximately every five years;
- In relation to the “One Front Door” funding report, concerns were raised from north Bristol scrutiny councillors that appropriate consultation had not taken place with local residents or councillors on the proposed segregated bi-directional cycle path from Crow Lane roundabout to the Charlton Road junction included as part of the A4018 corridor improvements and asked that appropriate consultations take place in future;
- The Authority was looking at regional infrastructure planning for the region while the JSP was on hold;
- The slides seemed to indicate the prioritisation of Yate Park and Ride over strategic sites and it was asked whether WECA could intervene by front-loading. It was noted that some schemes required additional funding, or were funded from different funding streams;
- Mass Transit was WECA commissioned and led, but different arrangements were in place for Metrobus;
- Mass Transit did however have different meanings to different groups in society. Future priorities were set out in JLTP4;
- Western Gateway was launched a couple of months ago and was being worked through. It would form part of the pan-regional working;
- Around £20m was left as contingency fund, together with an extra £30m for the Business and Skills element of the Local Industrial Strategy;

Agreed: That the finance update be noted and the Committee place on record its comments to the WECA Committee (see Appendix 1)

It was agreed that the Chair would present the Overview & Scrutiny Committee’s comments to the Joint meeting of the WECA Committee and Joint Committee at its meeting on 31 January 2020, and these comments are set out below (see Appendix 1)

The meeting closed at 12:39pm

APPENDIX 1

COMMENTS FROM COUNCILLOR STEPHEN CLARKE, CHAIR OF WEST OF ENGLAND COMBINED AUTHORITY OVERVIEW & SCRUTINY COMMITTEE

COMMENTS SUBMITTED TO: JOINT MEETING OF WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE AND WEST OF ENGLAND JOINT COMMITTEE – 31 JANUARY 2020

Arising from our meeting held on 29 January 2020, I wish to raise the following matters on behalf of the Combined Authority’s Overview & Scrutiny Committee:

1. Climate emergency planning update (agenda item 15)

Overall, we are very disappointed with the report and have great difficulty in accepting the adequacy of the report as a progress update. Our concerns are summarised below.

Immediacy of action:

The key point about the Climate Emergency is that it is an *emergency*; an emergency is defined as a serious/unexpected and often dangerous situation requiring immediate action. In our view, the action taken to date, as set out in the report, does not indicate that the authority is taking forward action on the Climate Emergency with the required pace and urgency.

Climate Emergency action plan:

We note from the report that the “next steps” include the development, in liaison with the West of England unitary authorities, of a Climate Emergency action plan. It was suggested at the meeting that this would be available in the Spring. We would like a clear date to be set by which the action plan will be available to scrutinise.

Governance:

The report recommends that a requirement be added to the terms of reference of all the authority’s governance boards to consider the impact of all decisions and advice on the climate emergency. Whilst we understand that the rationale behind this proposal is to embed tackling the climate emergency into the authority’s governance, **we recommend in the strongest possible terms that a new Climate Emergency Board is established** to drive forward the regional response, and to ensure that effective actions / priorities are taken forward as quickly as possible. Our view is that the Cabinet lead portfolio member in each of the authorities should comprise this Board, and that the Board should also maintain strong links with the climate emergency action being taken in each authority. Scrutiny of course has an important role in monitoring progress and holding the authority to account but is not empowered to take the decisions required moving forwards to ensure that the essential urgent action is being maintained and that the appropriate level of resource is allocated.

We additionally recommend that WECA should take on an additional employee to concentrate/ focus / champion / co-ordinate activity as Bristol City Council have done.

Resource priorities:

We believe that the £250k currently allocated to support regional climate emergency action is inadequate and should be increased. We are aware that the authority’s £350m investment programme was set before the authority declared a climate emergency in July 2019. Nevertheless, we feel it is essential to maintain an ongoing challenge to ensure that investment priorities are re-assessed in light of the Climate Emergency declaration. For example, investment in strategic park and ride sites should be brought forward at the earliest opportunity. We believe that WECA should revisit the prioritisation of the major schemes list that was decided before the declaration of the Climate Emergency and re-assess them in the light of the emergency.

We invite Mayor Tim Bowles to attend one of our meetings and discuss this issue as soon as possible.

2. Consultation with ward councillors and residents

In connection with the Joint Committee report on the LEP One Front Door funding programme, we noted strong concerns from north Bristol scrutiny councillors that appropriate consultation had not taken place with local residents or councillors on the proposed segregated bi-directional cycle path from Crow Lane roundabout to the Charlton Road junction included as part of the A4018 corridor improvements. Whilst we are aware this is a Bristol scheme, we nevertheless feel that the Combined Authority must build appropriate checks and balances into their processes to ensure that

all proposals brought through for WECA funding have been the subject of all appropriate consultation.

3. Status of the Joint Spatial Plan

We note that the Joint Spatial Plan is paused given that two authorities have withdrawn from the process. We request please that scrutiny is kept fully informed about the next steps for regional strategic planning.

4. Investment Fund gateway review

We noted from the budget update that the first 5 year Investment Fund gateway review/evaluation is starting. We feel that in overall terms, the authority is strongly placed in terms of meeting the review's requirements.

Cllr. Stephen Clarke
Chair, West of England Combined Authority Overview & Scrutiny Committee

**COMMENTS FROM COUNCILLOR STEPHEN CLARKE,
CHAIR OF WEST OF ENGLAND COMBINED AUTHORITY OVERVIEW & SCRUTINY
COMMITTEE**

**COMMENTS TO BE SUBMITTED TO:
JOINT MEETING OF WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE
AND WEST OF ENGLAND JOINT COMMITTEE – 20 MARCH 2020**

The meeting of the Overview and Scrutiny Committee on 18 March was inquorate because of Coronavirus. Notwithstanding this the members who were present on 18 March met informally to review the agenda papers to be considered at the 20 March joint meeting of the Combined Authority Committee and Joint Committee.

Having considered the papers for the 20th March meeting we wish to raise the following matters:

1. Holding a WECA / Joint Committee meeting on 20 March

Given all the circumstances around the Coronavirus situation, Members were somewhat surprised that the 20 March meeting is going ahead.

2. Joint Local Transport Plan (JLTP) (agenda item 13)

Members have established a transport sub-group which met to review the JLTP. The sub-group produced the detailed statement attached as **Appendix 1**. Members (present on 18 March and through subsequent email correspondence) have agreed to endorse this statement for submission to the West of England Joint Committee and commend the recommendations contained therein.

In addition, arising from the discussion on 18 March, we would like to raise the following points about the JLTP raised by members at the meeting on 18th March:

a. The introductory preamble “setting the scene” section at the start of the document refers to a range of broad principles many of which are concerned with recognising the significance of climate change and reaffirming the declaration of the Climate Emergency made by WECA in 2019. However, while there are many sections of the detail of the plan which we applaud, these principles are sometimes not reflected fully in the subsequent detailed sections of the plan, in particular the numerous major road building schemes that are proposed.

b. In view of this, we would like to see as much transparency and clarity as possible about how the future development of JLTP5 will be taken forward.

c. We were told by officers that there will be a need for schemes and major interventions included in JLTP4 to be kept under review (for example, to take account of government infrastructure announcements/plans) and we would like clear information to be made available about this review process for JLTP4.

d. We would also like clear and transparent information to be provided about the process to be followed in prioritising and taking forward major schemes and interventions included in JLTP4, and an assurance that this scrutiny committee will be kept informed

and engaged in commenting on schemes as they are developed. We consider that it is also critical to have clarity about how the evaluation of major schemes in terms of climate change impact is assessed and how the current proposed set of schemes is re-prioritised following the declaration of a Climate Emergency.

3. Climate emergency action plan

Further to the comments submitted to our last meeting on the issue, we note that the WECA Climate Emergency action plan is due to be brought forward for committee approval in June. We again stress the critical importance of clear priority actions being taken forward at the regional level and request that scrutiny is given as early sight as possible of the emerging action plan.

Cllr. Stephen Clarke
Chair, West of England Combined Authority Overview & Scrutiny Committee

Appendix 1 - Joint Statement from WECA Scrutiny Members: Meeting of Informal West of England Scrutiny committee: Transport sub-group

Attendees: Hal MacFie (BANES); Gary Hopkins (Bristol City Council); Mhairi Threlfall (Bristol City Council); Huw James (North Somerset); Mike Bird (North Somerset) Brian Allinson (South Gloucestershire)

The West of England/WECA Scrutiny committee, transport sub-group met on the 10th of February 2020 to discuss the JLTP4 in advance of adoption at each of the constituent councils and WECA. This response paper is a result of that discussion

Response paper to the JLTP4

General comments

There is a general consensus amongst scrutiny commission members that the JLTP4 contains broad principles which we support. We also recognise that successful schemes have been implemented historically as a result of cross-boundary working, and support the continued cross-boundary working in order to tackle our current transport challenges. Previous cross-boundary success was based upon a concentration on specific major schemes with clear objectives, clarity and funding, and this needs to be strongly reflected in the JLTP4. It is welcome to see the prominence of climate change, however, scrutiny members express a concern that the document can in parts be contradictory to this ambition.

We would like to reiterate the urgent need to respond to the climate emergency, and to prioritise the delivery of schemes which enable efficient and sustainable movements around the West of England.

Despite the length of the JLTP4 document, scrutiny members do have a number of concerns. We have specific comments on elements of the plan which are summarised at the end of our response document. We also have a few general comments about the plan and the process of engagement, communication and consultation on the document itself, which are detailed below.

Firstly, there has been mixed messages given to members from the constituent authorities regarding the lifetime of the JLTP4. As far as members from Bristol, BANES and South Gloucestershire were concerned (and we assume, the same understanding as the general public) the adoption of this document sets out the vision, mission, objectives, major schemes and key principles for transport delivery within the West of England over the next 10-15 years. However, from North Somerset members' perspectives, the JLTP4 document for approval on the 18th of February, is an interim stop-gap.

We recognise as a committee that there is a rationale that the JLTP4 will be a stop-gap whilst constituent authorities confirm their emerging local plans. However, this has not been clearly communicated. It could take another 2-3 years to develop a JLTP5, and given the growth of the region over the next few years and the climate emergency, it was felt that this was not enough. The JLTP4 needs to be robust enough for local authorities to sign up to a detailed set of key principles and key schemes, but without over-reaching. The committee appreciate that this is a difficult

balance, but felt that the JLTP4 did not come close to reflecting this balance as it currently stands.

We would like to request clarity on the purpose and lifetime of this document and recommend that WECA (and the constituent authorities) clearly relay this to the general public.

Secondly, although the committee supports the broad principles, it needs to be highlighted that these are currently being contradicted by current decisions being made by the constituent councils. It was not clear once these principles are adopted, if this will change, where the accountability sits and who would ensure future decisions around transport will take into account these principles. For instance, if a constituent authority chooses to review or remove a strategic bus lane, what weight does the JLTP4 or WECA (or indeed WECA scrutiny) have to call this in?

We recommend that clarity is given in terms of decision-making, to ensure members and the general public have a clear and transparent understanding of WECA's transport functions and the responsibilities sitting within the constituent authorities.

Currently, the information provided by WECA officers, and the constituent authority officers is confusing, can conflict, and decision-making is often buried within paperwork.

We would like clarity on the chain of command, who is doing what and how this plan will be implemented and success measured. There is a danger without any prioritisation, timescales and better confidence of cash to deliver, we finish up with a wish list. Therefore, we would like clarity on the major schemes, and how these are being prioritised (especially in the context of a climate emergency and emerging local plans). This plan should also detail how WECA strategically looks to fund and enable the delivery of these schemes.

We would like to request clarification on the role of scrutiny in shaping future policy, and suggest that with the future changes to the WECA transport function and the climate emergency, that the transport sub-committee is formally constituted.

It is recognised that our region's transport networks have been chronically underfunded. It is recognised that a short time in the recent past with effective cooperation in the sub region got more than a share of the national pot. We would like to see this to continue, and this ambition transparent and reflected in the JLTP4.

The scrutiny commission sub-committee recommends:

That given the increase of WECA's transport functions, including the transference of staff, that a constituted transport scrutiny sub-committee is formed with clear terms of reference that can work with and support the executive function

A responsibility and decision tree is published and accessible to all members and members of the public

A prioritised major schemes list is published, with a delivery timeline and a specific assessment criteria to ensure all schemes are contributing to our commitment to reduce carbon emissions.

Specific comments

The committee also have a number of comments on each of the sections of the JLTP4

Connectivity beyond the West of England

- Given the delivery of multiple Clean Air Zones, WECA should be leading on support for businesses and members of the public, including a West of England wide scrappage or loan scheme and working cross-authority to leverage buying power for Council vehicles (e.g EV) and EV taxi's.
- WECA should be taking the lead on connectivity with businesses. There is little that focuses on towns and village connectivity, and recognises our predominant industries and how a transport plan will enable them to succeed.
- The introduction of CAZ and traffic restrictions will require new access points that will have to be funded centrally, and we ask WECA to lobby for additional implementation funding.
- There needs to be a stronger focus on East and South connectivity, and the impact of the rural elements of the region on our transport needs.
- We need to consider how different modes integrate and this is not specifically laid out within the plan. WECA should be acting as a bridge between local authorities to ensure schemes are integrated and respond to need.

Connectivity within the West of England

- We agree with the need for Mass transit – expanding Metrobus, investing in our local rail networks, protecting existing routes and considering tram options
- We would like to highlight the importance of park and rides (e.g. M32 park and ride) and the importance of accelerating delivery with key stakeholders.
- There is still an over emphasis on routes that go into city centres. Rural residents will need more orbital routes such as the proposed corridor to the South East of Bristol.
- We support increasing the use of new technology but also express concern about supporting the expansion of smart motorways (page 65) given the recent safety issues raised
- We recommend clarity on shared maintenance priorities, and question why the Key Route Network also does not explicitly take into account public transport, cycle and walking movements, including the maintenance of footways and cycle paths as well as roads

Local connectivity

- This section is detailed, but does not distinguish where the responsibility lies, or who would be responsible for measuring progress against these goals.
- Specific policies are mentioned which have not yet been formally adopted by the constituent authorities

- There is a concern about the presumptions of schemes that do not reflect the major scheme ambitions, nor the emerging local plans
- There is lack of consideration for cross-boundary working on the management of traffic signals and congestion. We would expect this to be a key part of the local connectivity proposals.
- We support the focus on park and rides, and these should be prioritised for delivery but we should also be ensuring that every bus stop and car club car has a Sheffield stand next to it for bike and ride. We also support mini-hop and rides in strategic locations. If park and rides (and link and rides) can be linked to existing bus services this will limit additional Co2 emissions.

Neighbourhood connectivity

- The committee welcomes the concept of Neighbourhood plans but there is little clarity on who will deliver these plans, how they will interact with local and strategic plans, and how they might have meaningful influence - especially for cross-authority communities (e.g. Cheswick Village).
- We welcome speed reduction, but query the involvement of the Avon and Somerset Constabulary within this recommendation and where the additional resource for police enforcement will come from.

Further Submissions

- We will be making further detailed submissions on future consultations (e.g. Bus Strategy) in the near future.



WEST OF ENGLAND COMBINED AUTHORITY

AGENDA ITEM 7

OVERVIEW AND SCRUTINY COMMITTEE - 17 JUNE 2020

REVIEW OF 19 JUNE WECA COMMITTEE AND WEST OF ENGLAND 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 19 June 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 19 June 2020.

19 June reports – overview

2. The agenda for the 19 June 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 19 June 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=446>

3. The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on proposals are addressed in the 19 June committee reports.

4. The Overview & Scrutiny Committee is asked to consider/formulate any specific comments to submit to the 19 June meeting (a standard slot is included on the agenda to enable the Chair to present any comments on behalf of scrutiny members).

5. For ease of reference, **Appendix 1** sets out short summaries of all the 19 June reports.

6. Officers will be in attendance at the meeting to highlight key aspects of the reports. It is suggested that the following 'overviews' be given by officers, with an opportunity for members to then ask questions:

a. **10.45 am – Overview of the Combined Authority's response to the Covid-19 pandemic, including an update on the Regional Economic Recovery Taskforce** (item 11 on the 19 June agenda)

Jess Lee - Head of Strategy & Policy

Stephen Bashford – Director of Business & Skills

David Carter – Director of Infrastructure

b. **11.15 am – Overview of the Infrastructure reports**

(focused in particular on the Transport related reports:

- Item 16 - Covid-19 bus network recovery
- Item 17 - West of England bus strategy
- Item 18 - Bus infrastructure investment
- Item 19 - Local Cycling, Walking and Infrastructure Plan
- Item 20 - Strategic rail investment

David Carter – Director of Infrastructure

Jason Humm – Head of Transport

Peter Mann – Head of Strategic Transport Integration

a. **12.00 am – Update on climate emergency planning** (item 22)

Helen Edelstyn – Senior Policy Manager

a. **12.20 pm – Overview of Finance reports**

Covering:

Item 13 - WECA & Mayoral budget outturn

Item 14 - Treasury Management outturn 2019-20

Item 15 - Investment Fund

Item 24 - LEP & IBB revenue budget outturn

Item 25 - LEP One Front Door funding programme

Malcolm Coe – Director of Investment & Corporate Services

Appendices:

Appendix 1 – short summaries of the reports submitted to the 19 June joint meeting of the WECA Committee & West of England Joint Committee

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 07463 600313; or by writing to West of England Combined Authority, 3 Rivergate, Temple Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk



**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE &
WEST OF ENGLAND JOINT COMMITTEE**

ITEM 11

19 JUNE 2020

REPORT SUMMARY SHEET

UPDATE ON RESPONSE TO COVID-19 PANDEMIC

Purpose

To provide an update on the Combined Authority's response to the Covid-19 pandemic.

Summary

1. This report provides an update to the committees on the progress made in responding to the Covid-19 pandemic. It sets out the actions taken by WECA and the West of England Local Enterprise Partnership since the lockdown began. This is in addition to actions taken by the region's Local Authorities within their areas. The report informs the committees of emergency decisions taken by the WECA CEO in consultation with the Mayor of the West of England on AEB provider funding and Bus operator funding. It also sets out the financial impact of Covid-19 on the Combined Authority.
2. The report updates the committees on the work of the Regional Economic Recovery Taskforce, established in response to a request from Government for the Combined Authority to lead the response to the pandemic at a regional level.

Impact of Covid-19 pandemic

The Covid-19 pandemic has created an unprecedented challenge for the businesses, residents and public services across the West of England. WECA and the LEP have been working to support businesses and residents through this crisis period and seeking to ensuring the support and infrastructure is in place to prepare for recovery. The stages of the crisis and main focus of activity in each section are summarised in the table below:

Short Term (3-6 months)	Medium Term (1-2 years)	Long Term (2 years plus)
Regional Focus: Crisis management and preparation for staged exit from lockdown	Regional Focus: Adaption and resilience building and preparation for recovery	Regional Focus: Rebuilding and growing thriving places
<p>Public transport:</p> <ul style="list-style-type: none"> Ensure essential workers can travel to their place of work. Maintain support for local bus operators so services can be resumed as soon as possible. <p>Business:</p> <ul style="list-style-type: none"> Help businesses access government support and work with government to ensure that support addresses the particular challenges of our region. <p>Skills:</p> <ul style="list-style-type: none"> Respond to individuals becoming out of work by: <ul style="list-style-type: none"> refocusing existing interventions e.g. Future Bright using intelligence and analysis to identify gaps in support e.g. apprenticeship provision. Provide financial stability to adult education sector. <p>Other:</p> <ul style="list-style-type: none"> Ensure WECA can operate effectively, with financial and legal, statutory obligations fulfilled and communicate its priorities clearly, while making sure staff have the tools and guidance they need to deal with immediate priorities. Ensure Government has clear feedback on specific challenges faced by our region and work with other regions to coordinate feedback. 	<p>Public transport / infrastructure:</p> <ul style="list-style-type: none"> Maintain momentum on infrastructure priorities that reflect the new world including: projects with swift impact; projects that embed positive behaviour change as a result of pandemic e.g. increased cycling and walking; ensure region is ready to benefit from govt funding opportunities. <p>Business:</p> <ul style="list-style-type: none"> Support businesses to improve their resilience and agility, particularly in most exposed sectors of economy. Drive recovery through targeted investment e.g. technology, resource efficiency, start-up, supply chain development. Ensure region's innovative strengths and assets are mobilised in response to challenges e.g. new ways of working. <p>Skills:</p> <ul style="list-style-type: none"> Tackle increased unemployment and ensure individuals can move back into employment (e.g. a regional triage service). Create pathways into employment, aligning skills development with changing needs. Support groups most at risk of exclusion to access opportunities. <p>Other:</p> <ul style="list-style-type: none"> Ensure funding is available to support new priorities including: <ul style="list-style-type: none"> reprioritising investment, accessing govt funding streams, lobbying for flexibility in existing funding streams. Ensure that our WECA workforce is adequately equipped with flexible HR policies and effective ICT systems <p>Other:</p> <p>Develop a longer-term recovery plan reflecting changes as a result of Covid-19 epidemic, building on strengths of our region, reflecting new opportunities and retaining high level objectives of clean and inclusive growth</p>	<p>Infrastructure:</p> <p>Ensure infrastructure investment programme reflects evidence on changes to economy / demand / behaviour as a result of crisis.</p> <p>Business:</p> <p>Develop initiatives to support a revitalised business base in line with our Local Industrial Strategy.</p> <p>Skills:</p> <ul style="list-style-type: none"> Ensure businesses can access skills they need to thrive in recovery, and residents have access to pathways to employment. Implementation of Employment and Skills Plan. Implications for excluded communities. <p>Other</p> <p>Implementation of Longer Term Recovery Plans</p>

The report sets out the specific actions taken in each area to address these priorities.

Recommendations

The Combined Authority Committee and Joint Committee are asked to note:

1. progress in responding to the Covid-19 pandemic;
2. financial implications of the pandemic on the Combined Authority;
3. the emergency decisions made by the WECA CEO in consultation with the Mayor of the West of England on AEB provider funding and Bus operator funding; and
4. the next steps for the Regional Economic Recovery Taskforce and discussions with Government.

Contact officer: Jessica Lee

Position: Head of Strategy & Policy

Email: Jessica.Lee@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

UPDATE TO THE CONSTITUTION

Purpose

To consider proposed updates to the Combined Authority's constitution.

Summary

This report sets out proposed changes to the WECA constitution required as a result of the climate emergency and emerging / ongoing issues such as Covid-19 and the Transport Authority functions now being carried out by WECA.

In addition, the Pay Policy statement for the Authority requires approval.

Recommendations

The Combined Authority Committee is asked:

1. To agree the changes proposed to the Authority's constitution.
2. To approve the calendar of public meetings shown at Appendix 1.
3. To approve the Pay Policy Statement at Appendix 2.

Contact officer: Shahzia Daya

Position: Director of Legal

Email: Shahzia.Daya@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

WECA & MAYORAL BUDGET OUTTURN: APRIL 2019 – MARCH 2020

Purpose

To present the revenue budget financial outturn information for WECA and the Mayoral budget for the financial year 2019/20 based on data for the period April 2019 to March 2020.

Summary

This report includes the following key information:

Mayoral budget:

- **Appendix 1** details the Mayoral Fund's forecast outturn revenue position for the 2019/20 financial year, which, overall, is **£762k** lower than the original budget. This is due to rephasing of spend on the Bristol Temple Meads Masterplan project during the year. As this project is funded by grants which are carried forward, the net position remains balanced;
- A contribution of £396k will be made to an earmarked reserve, in line with budget, to meet the estimated costs of the next Mayoral election in 2021.

WECA revenue budget:

- **Appendix 2** details WECA's estimated outturn revenue position for the 2019/20 financial year, which, overall, is a net surplus of **£551k** due to higher than budgeted returns on investments;
- There was an overspend of £175k on revenue transport activities in year which has been reduced through allocating a specific transport reserve of £98k. WECA will carry forward the net overspend of £77k and offset against the previously approved £200k transport smoothing reserve in 2020/21;
- Spend on specific projects is forecast to be £13.7m lower than originally budgeted which is due mainly to the timing, and planned use, of grant funding received. £9.8m relates to high streets funding which will be carried forward to 2020/21;
- The WECA General Reserve, as at 31 March 2019, was £989k, rising to £1.089m through a budgeted contribution in 2020/21. The revenue position for WECA remains volatile whilst core operating costs are funded through temporary sources such as Mayoral Capacity Fund and Business Rates Retention pilot share;
- Early indications are that income generated through the Business Rates Retention pilot in 2020/21 will be significantly short.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on, or are addressed through, this report are as follows:

- a. In terms of budget monitoring information, there is very little impact from the Covid 19 pandemic on the authority's management accounts for 2019/20;
- b. However, there will be impact on 2020/21 revenue budgets as activity is re-prioritised and re-focused on supporting economic recovery. There is particular concern regarding the achievability of business rates growth targets which will directly impact on a significant proportion of WECA's core operating revenue. Activity, and corresponding budgets, will be kept under regular review over the coming months.

Recommendations

Members of the Combined Authority Committee are asked to:

- a) Note the Mayoral Fund revenue outturn as detailed in Appendix 1;
- b) Note the WECA revenue outturn as detailed in Appendix 2;
- c) Approve the carry forward of £77k net overspend against the 2019/20 revenue transport levy in to 2020/21 to be set against the Transport smoothing reserve;
- d) Approves the transfer of £500k from the 2019/20 revenue surplus to a specific reserve to address the estimated shortfall of business rates retention in 2020/21;
- e) Approves the transfer of £51k from the 2019/20 revenue surplus into the WECA General Reserve.

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

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19 JUNE 2020

REPORT SUMMARY SHEET

TREASURY MANAGEMENT OUTTURN REPORT 2019/20

Purpose

The CIPFA Treasury Management in the Public Services: Code of Practice requires the Authority to approve a Treasury Management Strategy before the start of each financial year, review performance during the year, and approve an annual report after the end of each financial year. This report provides a review of performance to 31st March 2020.

Summary

The Authority's investment position as at 31st March 2020 is detailed in **Appendix 2**. This shows a change in Investment Balances to £178.8m at 31st March 2020 from £212.8m at 30th September 2019, which reflects a net reduction due to project spend

Gross interest earned on all investments for April 2019 to March 2020 was £2,590k. Interest earned for RIF and LGF is ringfenced to those funds, giving rise to an income outturn for WECA activities of £2,060k. **Appendix 3** details the investment performance, showing the average rate of interest earned over this period being 1.24%, which was 0.72% above the benchmark rate.

Performance throughout the year was fully compliant with the prudential indicators as set, and approved, in the 2019/20 Treasury Management Strategy.

In order to assist West of England Unitary Authorities with cashflow challenges as a result of Covid, WECA will be implementing a 'short term loan facility', within the parameters of the approved Treasury Management Strategy, as detailed in **Appendix 8**.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Paragraph 2.10 of the report sets out the impact on pooled funds;
- Narrative in Appendix 4 explains impact on cashflow and borrowing;
- Economic and Market Review in Appendix 5.

Recommendations

Members of the Combined Authority Committee are asked to:

1. Note the Treasury Management Report to 31st March 2020, prepared in accordance with the CIPFA Treasury Code of Practice.
2. Note the Treasury Management Indicators to 31st March 2020.
3. Note that in order to assist West of England Unitary Authorities with cashflow challenges as a result of Covid-19, WECA will be implementing a 'short term loan facility', within the parameters of the approved Treasury Management Strategy, as detailed in Appendix 8.

Contact officer: Malcolm Coe

Position: Director of Investment and Corporate Services

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19 JUNE 2020

REPORT SUMMARY SHEET

INVESTMENT FUND

Purpose

To seek approval for Investment Fund headroom reallocations; feasibility, development and delivery funding, and for change requests for schemes within the current approved programme.

Summary

This report includes the following key information:

- The report outlines the headroom identified from a review of the current £350m Investment Fund programme to 22/23 and the proposed:
 - allocation of £5m to the support Covid-19 economic recovery advised by the Economic Recovery Taskforce.
 - award of £2m to develop the Spatial Development Strategy/Local Transport Plan Evidence Base.
 - allocation of £300k to develop Green Infrastructure proposals.
- A package of measures to support walking and cycling through:
 - allocating £3m from the Opportunities and Challenges allocation to underwrite DfT Emergency Active Travel Funding to be repaid on receipt of these funds.
 - an allocation of £10m from the Investment Fund for walking and cycling infrastructure.
- Following previous award for the masterplanning of the Yate Urban Living Opportunity Area, the North Fringe of Bristol and South West Bristol, an award of £250k is now proposed for North Keynsham Strategic Masterplanning.
- An Outline Business Case has been produced for the I-START project which would see the development of a new facility on Bath College's City Centre Campus.
- A Full Business Case has been produced to continue and extend the Careers Hub and Enterprise Adviser Network in the 20/21 academic year.
- A delegation for grant giving is sought for the Research and Innovation Challenge Fund
- Approval is sought for a number of change requests for scheme within the current programme as set out in Appendix 2.

- The report presents the capital programme.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Paragraphs 9-14 of the report sets out the proposed allocation of £5m of funding to drive Covid-19 economic recovery.
- More generally supporting clean and inclusive economic growth is a key driver for the Investment Fund and all the projects within the programme will make a positive contribution to assisting the economic recovery.
- WECA will continue to review the deliverability, and priority, of its investment programme in response to Covid-19. Further updates will be provided through each committee cycle.

Recommendations

The Committee is asked to:

1. Allocate £5m to support West of England businesses during the 2020 early phase of economic recovery advised by the Covid-19 Economic Recovery Taskforce and, where there is urgency, to delegate the approval of the business case(s) to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
2. Approve Feasibility and Development Funding Application for Spatial Development Strategy/Local Transport Plan Evidence Base and award of £2m and delegate the award of contracts to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
3. To delegate the approval of a Feasibility and Development Funding Application for £300k for the development of Green Infrastructure projects to the WECA Chief Executive in consultation with the Chief Executives of the Constituent Councils
4. To allocate £3m from the Opportunities and Challenges allocation to underwrite DfT Emergency Active Travel Funding to be repaid on receipt of these funds.
5. To allocate £10m for walking and cycling infrastructure and to delegate approval of Feasibility and Development Funding Applications up to £1m to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils.
6. Approve the Feasibility and Development Funding Application for North Keynsham Masterplanning and the award of £250k.

7. Conditionally approve the I-START Outline Business Case and the award of £300k through the current Feasibility and Development Funding Application to continue to progress the design and development.
8. To approve the Careers Hub and Enterprise Adviser Network Full Business Case and award of £174k subject to the conditions set out in paragraph 32 of the report.
9. To delegate grant award decisions for the Research and Innovation Challenge Fund to the WECA Chief Executive in consultation with the West of England UA Chief Executives.
10. Approve the change requests for schemes within the current programme as set out in Appendix 2.
11. To amend the approved capital programme for individual project approvals agreed at the March Committee and within this report.

Contact officer: Malcolm Coe

Position: Director of Investment and Corporate Services

Email: Malcolm.coe@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

COVID-19 BUS NETWORK RECOVERY

Purpose

To present the current position on bus network recovery following a relaxation of the Covid-19 lockdown restrictions and the steps required to deliver this over the coming months.

Summary

This report refers to and updates on the following key issues:

- Funding sources for bus issues.
- Concessionary travel re-imburement.
- Community transport.
- The impact of social distancing on bus capacity.
- Bus network re-start and recovery.
- Longer term planning.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

On 11 May, the Government launched its Covid-19 Recovery Strategy comprising measured steps towards the gradual easing of lockdown restrictions with core messages including an encouragement to return to work for those who cannot work from home and to use walking, cycling and the car to travel around instead of using public transport if possible. The steps include school reopening for some year groups from 1 June and the large-scale reopening of shops from 15 June. Despite the messaging, the increase in activity is likely to put more pressure on the limited public transport services available.

Given the uncertainty around the pace and extent of any release from lockdown restrictions, a plan to recover the bus network is therefore inevitably a work in progress. Nevertheless, this report sets out the key issues, the steps being taken and prospects for seeing any significant recovery of bus use over the coming months and years. Further reports will be brought to WECA Committee via the Transport Board as appropriate.

Recommendations

The Combined Authority Committee is asked:

1. To note the current position on bus network recovery.
2. To approve the continuation of concessionary fare reimbursement payments to bus operators at pre-Covid levels for a further 3 months to the end of September 2020.

Contact officer: David Carter

Position: Director of Infrastructure

Email: David.Carter@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

WEST OF ENGLAND BUS STRATEGY

Purpose

To present a West of England Bus Strategy for adoption.

Summary

The Bus Strategy is a key document that builds on public transport delivery options to meet the aims of the Joint Local Transport Plan 4 (JLTP4). The Bus Strategy work-stream has been in progress over the last 18 months and was the subject of public consultation between February and March 2020.

Given the changing landscape within which bus services operate at present and in the foreseeable future, it is proposed to review the adopted strategy within 18 months in order to ensure its alignment with the expected current and future operating landscape at that stage.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

Covid-19 has created a fundamental change in the landscape associated with bus and public transport operations nationally. Significant work is being progressed across the West of England authorities to assess and manage the impact and continue to provide a critical bus network for essential journeys and key workers.

A separate report on this agenda considers the need to jointly develop a Bus Recovery Plan to support the recovery of the network and tackle legacy issues as the country emerges from lockdown and more is understood about levels of usage. The Bus Strategy needs to take account of the Bus Recovery Plan and the interim environment within which bus services are operating, and reflect the opportunities presented by the current situation in encouraging more sustainable travel patterns upon emergence from lockdown.

It is expected that recovery back to pre-lockdown levels is likely to be measured in years rather than months. This is in part due to the ongoing need for social distancing and staff and passenger protection, and its impact on network capacity including on vehicles and at stops. Much is still uncertain but passenger growth, and network expansion, is likely to take place in a phased manner through gradual relaxation of restrictions and service restoration facilitated by dialogue between the authorities, operators and the Department for Transport. As demand rises, more vehicles and drivers will be required against the backdrop of social distancing constraining network capacity, requiring a carefully managed, iterative approach to ensure network capacity is aligned with passenger demand.

However, it is considered that the key, longer term principles of the Bus Strategy remain irrespective of the current extent of the network and current level of journeys. Up to 2036, the authorities will be aiming to deliver a significant reduction in car dependency as part of their key, complementary commitments to achieve carbon neutrality in the transport sector, and growing bus passenger numbers will have a major role to play in realizing this vision.

Given the changing landscape within which bus services operate at present and in the foreseeable future, it is proposed to review the adopted strategy within 18 months in order to ensure its alignment with the expected current and future operating landscape at that stage.

Recommendations

The **Joint Committee** is asked:

1. To agree the West of England Bus Strategy for adoption.
2. To note the summary of feedback from public consultation.
3. To note linkages with the programme of bus infrastructure (see separate report on the agenda).
4. To note linkages with, and impacts of, the COVID-19 lockdown on bus operations and strategy delivery and alignment to the bus recovery report (see separate report on the agenda).
5. To delegate the agreement of any subsequent minor changes to the adopted Bus Strategy to WECA Director of Infrastructure.

The **Combined Authority Committee** is asked to note the report.

Contact officer: David Carter

Position: Director of Infrastructure

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**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE
& WEST OF ENGLAND JOINT COMMITTEE**

ITEM 18

19 JUNE 2020

REPORT SUMMARY SHEET

BUS INFRASTRUCTURE INVESTMENT

Purpose

To agree proposals for further investment in bus infrastructure.

Summary

The report provides an update on Bus Infrastructure, specifically in relation to:

- Potential changes arising from the impact of Covid-19.
- Its relationship to the Bus Strategy
- Funding opportunities
- Priority corridors
- Prioritisation criteria
- Phase One Delivery Plan (including Metrobus consolidation)
- Phase Two Delivery Plan

The report also provides an update on the following key projects:

- Mass Transit progress and finance
- Modelling progress and finance
- Bath Transport Study progress and finance
- Bristol to Bath Strategic Corridor programme and delivery approaches

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

1. Covid-19 has created a significant change for bus and public transport operations nationally. Members will be aware that significant work has been, and is being, progressed across the West of England Authorities to manage the impact and continue to provide a critical bus network for essential journeys and key workers.
2. WECA continues to be in close dialogue with operators, and the Department for Transport, and work continues with other bodies such as the Urban Transport Group to understand ongoing funding, legacy and recovery issues.
3. The Bus Strategy adoption paper (see separate report on the agenda) details the proposed Bus Strategy. This paper also notes the need to develop an understanding of the steps towards bus network recovery both in the short-term and in tackling legacy issues as

the country emerges from lockdown. This will enable more to be understood with regard to the levels of usage and the environment within which bus services are operating.

4. Whilst the previously proposed Bus Operator Agreements clearly require further consideration post Covid-19, the key principles of the Bus Strategy remain irrespective of the specific bus operator environment.

5. The principles for investment in bus priority corridors and Park & Ride also remain sound. The provision of bus priority measures, and Park & Ride facilities, will continue to underpin the delivery of the Region's wider transport objectives, irrespective of the starting point that bus operations and bus patronage will be in as we emerge from Covid-19. Whilst recovery and legacy issues must be considered alongside these plans, it is still critical that investment in our bus infrastructure is continued to ensure we can deliver efficient, low carbon services into the future.

6. Whilst the Bus Network Recovery report (see separate report on this agenda) steers the short-term support for bus operations and the network, this report builds on those aspects, guiding the development of the bus infrastructure programme beyond the current crisis. This recognises the importance of managing the current situation as well as the criticality of an effective long-term public transport system for the region. This paper focuses on the plans for infrastructure delivery in order to:

- progress the infrastructure to unlock the network principles set out in the Bus Strategy and consistent with any Covid-19 recovery and legacy issues;
- support our complementary plans for Strategic Park & Ride; and
- review the approach to Operator Agreements once recovery and legacy issues are better understood.

Recommendations

The **Combined Authority Committee** is asked:

- 1) To agree the strategic criteria for initial prioritisation.
- 2) To agree the prioritised corridors.
- 3) To agree to the principles set out in Section 7 for progressing Operator Agreements.
- 4) To note progress on the Mass Transit project and Bath Transport Study.
- 5) To agree to the creation and funding of the Bristol to Bath Strategic Corridor programme and agree the suggested delivery approach.

The **Joint Committee** is asked to note this update report.

Contact officer: David Carter

Position: Director of Infrastructure

Email: David.Carter@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

WEST OF ENGLAND LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN

Purpose

To present a West of England Local Cycling and Walking Infrastructure Plan for adoption.

Summary

The Local Cycling and Walking Infrastructure Plan is a sub-regional plan which identifies priority walking and cycling routes for investment and proposes improvements to walking and cycling infrastructure along these routes.

It has been created following a defined methodology set out by the Department for Transport. The Local Cycling and Walking Infrastructure Plan is a technical document and is not a walking and cycling strategy and doesn't constitute the totality of the region's approach to cycling and walking. The key principles within the Joint Local Transport Plan remain, of which the Cycling and Walking Infrastructure Plan is a sub-document.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

WECA has been allocated initial funding from Tranche 1 of the DfT's Emergency Active Travel fund. North Somerset Council has separately been allocated an amount.

The current funding is being applied to a programme of measures across the region to promote walking and cycling and to enable passengers to access and egress bus and rail services as safely as possible within social distancing guidelines. Many of the proposed schemes align with or compliment Local Cycling and Walking Infrastructure Plan schemes and the existence of and alignment to the Local Cycling and Walking Infrastructure Plan is specifically referenced in the DfT's Emergency Active Travel guidelines and funding.

Many of the temporary measures being developed have the potential to become permanent, and be extended, to become rational integrated parts of the public realm that could significantly increase Active Travel within the region and capture some of the behaviour engendered by the Covid-19 Emergency. None of the DfT's suggested measures or suggested approaches are new – they are interventions that are a standard part of the traffic management toolkit, but a step-change in their roll-out is needed to ensure a green restart

The Investment Fund Report (see separate report on the agenda) proposes the creation of a

£10m capital funding pot to build on the Emergency Measures as well as delivering additional high value active travel measures in the region in line with Local Cycling and Walking Infrastructure Plan proposals and cycling and walking initiatives within JLTP4.

Recommendations

The **Joint Committee** is asked:

1. To agree the West of England Local Cycling and Walking Infrastructure Plan for adoption.
2. To note the summary of feedback from public consultation
3. To note linkages with, and impacts of, the COVID-19 lockdown on cycling and walking strategy and delivery.
4. To delegate the agreement of any subsequent minor changes to the adopted Local Cycling and Walking Infrastructure Plan to WECA Director of Infrastructure.
5. To agree the delegation of decisions on the final content of route plans for the Local Cycling and Walking Infrastructure Plan document to WECA Director of Infrastructure in consultation with the relevant Directors of the West of England Councils.

The **Combined Authority Committee** is asked to note the report.

Contact officer: David Carter

Position: Director of Infrastructure

Email: David.Carter@westofengland-ca.gov.uk

**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE
& WEST OF ENGLAND JOINT COMMITTEE**

ITEM 20

19 JUNE 2020

REPORT SUMMARY SHEET

STRATEGIC RAIL INVESTMENT

Purpose

1. To provide a progress report on the MetroWest Programme and Bristol Temple Meads Eastern Entrance, and to make recommendations for the necessary delegations to support the budget and contractual requirements to deliver these programmes.
2. To provide a progress report on the approach to delivering the Rail 10 Year Plan and 25 Year Strategic Outline Business Case (SOBC), to be delivered in collaboration with Network Rail.

Summary

This report includes updates and seeks appropriate delegations to enable officers to progress further work to deliver the following:

- MetroWest programme - Phase 1a – Severn Beach & Westbury Line, Phase 1b – Portishead line and Phase 2 – Henbury and Yate lines.
- MetroWest GWR rail services and access to Department for Transport funding.
- Delivery of the Bristol Temple Meads Eastern Entrance project.
- Work that WECA and Network Rail are undertaking to produce a joint 10 Year Delivery Plan and 25 Year Strategic Outline Business Case (SOBC) for rail investment in the West of England.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- Transport infrastructure can play a key role in regenerating economies by job creation during construction and also permanently, post scheme opening. The infrastructure works referenced within this report will contribute positively to the post Covid-19 economic recovery.
- Increased employment opportunities for residents through bringing more people within reach of the railway for use as commuting option as employers will have a larger skills workforce pool to draw on.
- Investments in railway could significantly reduce carbon dioxide emissions from transport and its contribution to air pollution while providing access to efficient and

sustainable transport for all. Expanding rail transport in growing urban centres would also increase reliability, reduce congestion and noise pollution, and improve local air quality.

Recommendations

Recommendation 1: It is recommended that WECA Committee endorses the change to scope (extension to Westbury to be progressed) for MetroWest 1a on the condition that the business case is produced and approved. It is recommended that committee delegates responsibility for approving the business case for this to the WECA CEO in conjunction with UA CEOs.

Recommendation 2: It is recommended that WECA Committee delegates the responsibility for signing the Implementation Agreement for MetroWest 1a with Network Rail to the WECA CEO, in conjunction with UA CEOs, subject to funding.

Recommendation 3: It is recommended that WECA Committee delegates the responsibility for signing the MetroWest Phase 1a Inter-Authority Agreement to the WECA CEO, in conjunction with the UA CEOs, subject to funding

Recommendation 4: It is recommended that Joint Committee delegates the responsibility for agreeing procurement strategies for MetroWest 1b for detailed design and construction to the WECA and NSC CEOs, subject to funding.

Recommendation 5: It is recommended that Joint Committee delegates responsibility for signing Implementation Agreements and Asset Protection Agreements for MetroWest 1b with Network Rail to the WECA CEO and NSC CEOs, subject to funding.

Recommendation 6: It is recommended that WECA Committee endorses the change to scope for MW2 (extension to Gloucester) on the condition that the business case is updated, approved and represents good value for money.

Recommendation 7: It is recommended that WECA Committee delegates responsibility for signing a revised Inter-Authority Agreement for MetroWest 2 to the WECA CEO, in conjunction with UA CEOs, subject to funding.

Recommendation 8: It is recommended that WECA Committee delegates responsibility for signing the novation of the MetroWest Phase 2 Network Rail Development Services Agreement to the WECA CEO, subject to funding.

Recommendation 9: It is recommended that WECA Committee delegates responsibility for signing Implementation Agreements for MetroWest 2 with Network Rail to the WECA CEO, in conjunction with UA CEOs, subject to funding.

Recommendation 10: It is recommended that WECA Committee delegates responsibility for agreeing procurement strategies for delivery of the AfA station enhancements to the WECA CEO.

Recommendation 11: It is recommended that WECA Committee delegates the approval of the Bristol Temple Meads Eastern Entrance Full Business Case to the WECA CEO, in conjunction with UA CEOs, to a maximum value of £26.645m (which includes the £2.5m already awarded).

Recommendation 12: It is recommended that Joint Committee delegates responsibility for agreeing the programme of schemes for the 10 Year Delivery Plan for rail investment in the West of England to the WECA CEO, in conjunction with UA CEOs and Strategic Rail Board, should new DfT funding for rail become available during 2020.

Contact officer: David Carter

Position: Director of Infrastructure

Email: David.Carter@westofengland-ca.gov.uk

**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE &
WEST OF ENGLAND JOINT COMMITTEE**

ITEM 21

19 JUNE 2020

REPORT SUMMARY SHEET

STRATEGIC PLANNING UPDATE

Purpose

To give members an update on Strategic Planning and to seek the formal agreement of the constituent authorities of WECA and North Somerset on the Memorandum of Understanding (MoU) (at Appendix A) which sets out the start of the process for strategic planning.

Summary

In addition to the above-mentioned MoU, this report also gives an update on the following;

- * A proposed broad timetable for strategic planning activities, including the Spatial Development Strategy (SDS) and North Somerset Local Plan). This currently includes a workstream on transport modelling and a resources request (including funding from the Investment Fund - see report included in this agenda) to assist in supporting this joint strategic planning work.
- * The steps for the formal duty to co-operate arrangements and the preparation of the WECA Statement of Common Ground (SoCG) as a precursor to starting the respective plan making processes.
- * The proposed programme governance for the SDS.
- * An update on the North Somerset Local Plan process and SoCG.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- The SDS provides an opportunity to position the West of England for post covid recovery and renewal, by setting out the longer term spatial vision for the area.
- The scale of the challenge requires a strategic joined up approach through strong Leadership.
- Having a strategic SDS in place, followed by local plans, will provide certainty for our communities, investors, and the development industry. This will mean investment in our homes, infrastructure, jobs and communities.
- A strategic approach will enable the sub region to plan positively for economic recovery.

The ambition for the future development of the area will take account of Sustainable Development principles to promote clean and inclusive growth so that everyone shares in the future opportunities for growth and renewal.

Recommendations

The Joint Committee is asked to agree:

1. The Memorandum of Understanding at Appendix A.

The WECA Committee is asked to agree:

1. The Memorandum of Understanding at Appendix A.
2. The proposed draft Spatial Development Strategy (SDS) programme subject to ongoing review, draft at Appendix B.
3. To note the funding request to support the strategic evidence base work required including the transport modelling work (as referenced in the Investment Fund report elsewhere on this agenda).
4. The process for progressing the WECA Statement of Common Ground and the cross-boundary issues to be considered. Officers are asked to work through the detail of the Statement of Common Ground with the Planning & Housing Board and to report back progress to a future WECA/Joint Committee (an example structure/contents page for a Statement of Common Ground is set out at Appendix C).
5. That officers work with the Planning & Housing Board and Transport Board to develop and agree the ongoing non-statutory engagement programme for the SDS and report back progress to a future WECA/Joint Committee.
6. The proposed officer support for the SDS process.
7. The governance and decision-making process for the SDS.
8. To note and support the North Somerset update on progress with their local plan.

Contact officer: Laura Ambler

Position: Head of Regional Housing & Planning

Email: Laura.Ambler@westofengland-ca.gov.uk

**WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE &
WEST OF ENGLAND JOINT COMMITTEE**

ITEM 22

19 JUNE 2020

REPORT SUMMARY SHEET

UPDATE ON CLIMATE EMERGENCY PLANNING

Purpose

This report provides an update on climate emergency planning, including progress towards developing a Climate Emergency Action Plan.

Summary

In July 2019, the West of England Combined Authority Committee agreed an action to work up the options and actions for delivering carbon neutrality by 2030.

This report provides an update on the work currently underway to develop a Climate Emergency Action Plan and details how the climate emergency is factored into the authority's planning for Covid-19 recovery.

To ensure full engagement with officers and politicians on the emerging Climate Emergency Action Plan, the Plan will be submitted to the October committees. This will ensure effective engagement with core officers, including transport, business and skills officers, initially diverted onto Covid-19 crisis management and members at every stage of the work. It will also ensure that the work set out in this report will provide up to date data and help to inform the Covid-19 recovery planning process, ensuring that climate emergency ambitions are properly integrated.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

Work on COVID-19 recovery planning is underway, steered by the West of England Regional Economic Recovery Taskforce. The aim of the Taskforce is to address the adverse impacts of the Covid-19 outbreak and to drive economic recovery that reflects the region's priorities of clean and inclusive growth.

This work offers the opportunity to consider how we can better integrate low-carbon solutions within our plans for economic recovery in a way that boosts growth and puts the region on a firm long-term low carbon footing. The region is already a low carbon market leader and has created a low carbon sector sub-group to form part of the Covid-19 recovery taskforce in recognition of this; recovery plans should build on these strengths and give thought to how we can create growth and jobs within the low carbon, renewable energy and energy efficiency sectors.

The changes created by lock-down, such as increased working at home, reduced car travel and more cycling and walking have demonstrated that the changes needed to achieve a low-

carbon future can be less dramatic and more publicly palatable than previously thought. This creates an opportunity to consider how we can maximise on this shift in public behaviour to deliver plans and projects that reduce carbon emissions such as plans that encourage more cycling and walking.

The work set out in this report will provide up to date data and help to inform the Covid-19 recovery planning process, ensuring our climate emergency ambitions are properly integrated through this approach.

Recommendations

The **WECA Committee** is asked to note this update report on climate emergency planning and development of the Climate Emergency Action Plan.

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

Contact officer: Jessica Lee

Position: Head of Strategy & Policy

Email: Jessica.Lee@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET

WEST OF ENGLAND JOINT GREEN INFRASTRUCTURE STRATEGY

Purpose

To seek the committees' endorsement of the Joint Green Infrastructure Strategy and a proposal for joint working through the proposed Environment Officer Working Group to support this work.

Summary

- The West of England Combined Authority and the four West of England unitary authorities, recognising the critical role that Green Infrastructure plays in supporting sustainable growth and communities, agreed a programme of work and set up the West of England Green Infrastructure Working Group. The Group comprises the five authorities, Environment Agency (EA), Natural England (NE), West of England Nature Partnership (WENP) and Bristol Avon Catchment Partnership (BACP). This workstream included stakeholder engagement throughout the process, including workshops with the local authorities' planning officers and wider partners.
- The resulting, proposed West of England Joint Green Infrastructure Strategy (JGIS) provides a framework for delivering a strategically planned and managed Green Infrastructure network and has been endorsed by the Environment Agency and Natural England.
- The Joint Green Infrastructure Strategy will provide Green Infrastructure evidence, guidance and tools to support the delivery of other regional and local plans and strategies including the Local Industrial Strategy, Joint Local Transport Plan, Local Plans and any future joint strategic planning.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- The JGIS provides an opportunity to position the West of England for post covid recovery and renewal, by setting out the longer-term strategic vision for delivering Green Infrastructure, and therefore a 'green recovery'.
- The JGIS includes an Action Plan that is set to support the West of England Authorities in further evidence gathering, addressing future legislative requirements within the Environment Bill, and identifying future GI projects that will benefit people

and place. Note there is a funding request for funding from the Investment Fund to support the development of outline Business case(s) for suitable projects- see report included in this agenda).

- Proposals for new Environmental Governance that will be able to support the delivery of a West of England vision and strategy for Green Infrastructure delivery.

Recommendations

The WECA Committee is asked to:

1. Endorse the JGIS (at Appendix A).
2. Endorse the proposed arrangements for the Environment Officer steering group (as set out at para 4.6).

The Joint Committee is asked to:

3. Endorse the JGIS (at Appendix A).
4. Endorse the proposed arrangements for the Environment Officer steering group (as set out at para 4.6).

Contact officer: Laura Ambler

Position: Head of Regional Housing & Planning

Email: Laura.Ambler@westofengland-ca.gov.uk

19 JUNE 2020

REPORT SUMMARY SHEET**LOCAL ENTERPRISE PARTNERSHIP (LEP) & INVEST BRISTOL AND BATH (IBB)
BUDGET OUTURN, APRIL 2019 - MARCH 2020****Purpose**

This report presents the forecast revenue outturn budget for the West of England Joint Committee for the financial year 2019/20 based on data for the period from April 2019 to March 2020. This report covers the LEP and IBB revenue budgets.

Summary

This report includes the following key information:

LEP budget:

- Appendix 1 details the LEP forecast revenue out-turn for the 2019/20 financial year which shows spend of £3.6m against an original budget of £4.7m. The difference of £1.1m is mainly due to the receipt and phasing of spend for government grants;
- Total grants attained across the four-year medium term financial plan, (MTFP), period now exceeds £10m. We have recently reviewed and updated the anticipated timing of spend against these grants and re-profiled the income accordingly;
- In relation to the core operating costs of the LEP, there is a net underspend of **£163k** with a recommendation that this should transfer into the LEP general reserve;
- Accounting for the £163k end of year surplus, the LEP reserve balance would be £662k;
- Interest received at the end of the year is £14k higher than the £400k income budget as set. The income target for 2020/21 has been adjusted down to £200k as cash balances continue to reduce as we reach the end of the Local Growth Fund period;

IBB budget:

- The IBB delivered a balanced budget with the detail as set out in Appendix 2;
- 2019/20 was the last year of five years where IBB has been funded through the Economic Development Fund. From 2020/21, IBB is funded through the Revolving Infrastructure Fund as part of a new five-year deal.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on, or are addressed through, this report are as follows:

- (a) In terms of budget monitoring information, there is very little impact from the Covid 19 pandemic on the authority's management accounts for 2019/20;
- (b) However, there is potential impact on 2020/21 revenue budgets as activity is re-prioritised and focused on supporting economic recovery. Activity, and corresponding budgets, will be kept under regular review over the coming months.

Recommendations

Members of the Joint Committee are asked to:

- a) Note the LEP revenue outturn as set out in Appendix 1;
- b) Note the IBB revenue outturn as set out in Appendix 2;
- c) Approve the net underspend on core LEP activities of £163k to be transferred to the LEP general reserve.

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

Email: Malcolm.Coe@westofengland-ca.gov.uk

REPORT SUMMARY SHEET

LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME

Purpose

To consider changes to schemes within the current Local Growth Fund (LGF), Economic Development Fund (EDF) and Revolving Infrastructure Fund (RIF) programmes.

Summary

This report includes the following key information:

- An update is provided in on the current LGF programme and the profile of spend (Figure 1).
- The report sets out changes to schemes within the current funding programme for which approval is sought.
- The report seeks a delegation for grant awards through the Research and Innovation Challenge Fund funded through the European Regional Development Fund (ERDF) and Investment Fund.
- An update is provided on the additional £515,000 of Government funding provided for the SW Energy Hub.
- The report updates on applications for innovative renewable energy projects for the Low Carbon Challenge Fund.

Impact of Covid-19 pandemic

The Combined Authority has actively reviewed its key activities and work programme to reflect changing priorities as a result of the Covid-19 pandemic. Specific issues relating to the Covid-19 situation that impact on or are addressed through this report are as follows:

- The Local Growth, Economic Development and Revolving Infrastructure Funds are focused on supporting economic growth and the delivery of the schemes within these programmes will positively contribute to the economic recovery.

Recommendations

Members of the Joint Committee are asked to:

1. Approve the change requests for schemes within the LGF programme as set out in Appendix 1.
2. Approve the change requests for schemes within the EDF and RIF programmes set out in Appendix 2.

3. To delegate grant award decisions for the Research and Innovation Challenge Fund to the WECA Chief Executive in consultation with the West of England UA Chief Executives
4. To conditionally approve the £500k application to the Low Carbon Challenge Fund from Ambition Community Energy Ltd.

Contact officer: Malcolm Coe

Position: Director of Investment and Corporate Services

Email: Malcolm.coe@westofengland-ca.gov.uk



WEST OF ENGLAND COMBINED AUTHORITY

AGENDA ITEM 8

OVERVIEW AND SCRUTINY COMMITTEE - 17 JUNE 2020

MEETING ARRANGEMENTS AND FORWARD PLAN FOR WECA COMMITTEE AND WEST OF ENGLAND JOINT COMMITTEE 2020/21

DIRECTOR: SHAHZIA DAYA, DIRECTOR OF LEGAL SERVICES

AUTHOR: IAN HIRD, DEMOCRATIC SERVICES & SCRUTINY MANAGER

Purpose

1. To summarise meeting arrangements and note the 2020/21 Forward Plan for the WECA Committee and the West of England Joint Committee.

RECOMMENDATION:

That the committee note the report.

Meeting arrangements

2. Meeting dates for 2020/21 and diary appointments have been sent to committee members.
3. As per previous practice, meetings of the committee have been 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.
4. The formal committee meeting dates are:
 - * 10.30 am Wed 7 October 2020 (pre-meeting at 10.00 am)
 - * 10.30 am Wed 2 December 2020 (pre-meeting at 10.00 am)
 - * 10.30 am Wed 29 January 2021 (pre-meeting at 10.00 am)
5. As in previous years, it is proposed that an informal meeting of the committee also be scheduled at the approximate mid-point between the formal meetings, to enable updates on current matters to be given and plan future agendas for the formal meetings.
6. As in the previous year, it is envisaged that members may also again wish to form informal sub-groups to review the areas covered by the 4 WECA Boards: Transport, Planning & Housing; Business; and Skills

Forward Plan for joint meetings of the WECA Committee and Joint Committee – 2020/21

7. The latest update of the Forward Plan is set out at Appendix 1. This sets out as much information as is currently available about decisions to be taken by the committees in 2020/21. The Plan will be updated regularly, with each update sent to committee members.

Appendices:

Appendix 1 – Forward Plan for joint meetings of the WECA Committee and Joint Committee – 2020/21

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 07436 600313; or by writing to West of England Combined Authority, 3 Rivergate, Temple Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

APPENDIX 1

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

2020 - 21

The Forward Plan seeks to anticipate (as far as possible) the decisions to be made by the West of England Combined Authority Committee and the West of England Joint Committee during the 2020/21 municipal year. This update has been prepared in the context of the Combined Authority's response to the Covid-19 pandemic.

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 aims to go beyond the minimum legal requirement for notice of key decisions to be published at least 28 days in advance of the decision-taking meeting. The West of England Combined Authority is committed to openness and participation in decision making and accordingly the Forward Plan includes as much information as possible about decisions expected during the 2020/21 municipal year.

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

This update covers the joint meetings of the Combined Authority Committee and Joint Committee scheduled to be held on the following dates during the 2020-21 municipal year:

- * 19 June 2020
- * 9 October 2020
- * 4 December 2020
- * 29 January 2021

ITEM	LEAD OFFICER	CONTACT
<p>Constitution updates</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To consider constitutional updates</p>	<p>Shahzia Daya, Director of Legal</p>	<p>DirectorLegal@westofengland-ca.gov.uk</p>
<p>Covid-19 response - June 2020 report</p> <p>Item for WECA Committee – 19 June 2020</p> <p>To provide an update on the key actions taken/being progressed by/through WECA in response to Covid-19 including details of any urgent decisions required to be taken by the Chief Executive in consultation with the Mayor, the financial impact of Covid-19, the establishment of the Regional Recovery Taskforce and next steps in supporting the regional recovery.</p>	<p>Patricia Greer, Chief Executive</p>	<p>ChiefExecutive@westofengland-ca.gov.uk</p>
<p>WECA & Mayoral budget outturn - June 2020 report</p> <p>Item for WECA Committee – 19 June 2020</p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Treasury Management outturn 2019-20</p> <p>Item for WECA Committee – 19 June 2020</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>To present the Treasury Management outturn report for 2019-20.</p>		
<p>Investment Fund - June 2020 report</p> <p>Item for WECA Committee – 19 June 2020</p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme. This report will also include proposals for re-focusing some priorities in light of the Covid-19 emergency and to re-allocate identified budget headroom within the current investment programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Covid-19 bus recovery plan</p> <p>Item for WECA Committee – 19 June 2020</p> <p>To approve the approach to securing the necessary bus services to support any relaxation in travel restrictions, making use of available funding and to give delegated approval to officers to procure and award contracts to achieve this.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>
<p>Bus infrastructure investment</p> <p>Item for WECA Committee – 19 June 2020</p> <p>To approve proposals for strategic investment in bus infrastructure. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>

<p>West of England Bus Strategy</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To approve and adopt a West of England Bus Strategy. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>
<p>West of England Local Cycling, Walking & Infrastructure Plan</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To approve and adopt the West of England Local Cycling, Walking & Infrastructure Plan. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>
<p>Strategic Rail Investment</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To update on the progress of the MetroWest programme and future strategic planning, to establish key decisions to support the next stage of the programme and to enact previous committee decisions. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>
<p>Strategic planning - funding and governance</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>

<p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To agree the programme for strategic planning, project governance and funding.</p>		
<p>Update on Climate Emergency planning and development of Climate Emergency Action Plan - June 2020 report</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To present an update on collaborative regional climate emergency planning and on the development of the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p>strategy@westofengland-ca.gov.uk</p>
<p>Joint Green Infrastructure Strategy</p> <p>Item for WECA Committee and Joint Committee – 19 June 2020</p> <p>To endorse the Joint Green Infrastructure Strategy.</p>	<p>David Carter, Director of Infrastructure</p>	<p>DirectorInfrastructure@westofengland-ca.gov.uk</p>
<p>Local Enterprise Partnership (LEP) & Invest Bristol and Bath (IBB) revenue budget outturn - June 2020 report</p> <p>Item for Joint Committee – 19 June 2020</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>Local Enterprise Partnership One Front Door funding programme - June 2020 report</p> <p>Item for Joint Committee – 19 June 2020</p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Covid-19 response - October 2020 report</p> <p>Item for WECA Committee – 9 October 2020</p> <p>To provide a further update on the key actions taken/being progressed by/through WECA in response to Covid-19.</p>	<p>Patricia Greer, Chief Executive</p>	<p>ChiefExecutive@westofengland-ca.gov.uk</p>
<p>WECA & Mayoral budget outturn - October 2020 report</p> <p>Item for WECA Committee – 9 October 2020</p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Investment Fund - October 2020 report</p> <p>Item for WECA Committee – 9 October 2020</p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>Appointment of Returning Officer for the 2021 Combined Authority election</p> <p>Item for WECA Committee – 9 October 2020</p> <p>To appoint the Returning Officer for the 2021 Combined Authority election.</p>	<p>Shahzia Daya, Director of Legal</p>	<p>DirectorLegal@westofengland-ca.gov.uk</p>
<p>Report of the Independent Remuneration Panel</p> <p>Item for WECA Committee – 9 October 2020</p> <p>To consider the report of the Independent Remuneration Panel.</p>	<p>Shahzia Daya, Director of Legal</p>	<p>DirectorLegal@westofengland-ca.gov.uk</p>
<p>Update on Climate Emergency planning and Climate Emergency Action Plan - October 2020 report</p> <p>Item for WECA Committee and Joint Committee – 9 October 2020</p> <p>To present an update on collaborative regional climate emergency planning and to approve the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p>strategy@westofengland-ca.gov.uk</p>
<p>Local Enterprise Partnership (LEP) & Invest Bristol and Bath revenue budget outturn - October 2020 report</p> <p>Item for Joint Committee – 9 October 2020</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>Local Enterprise Partnership One Front Door funding programme - October 2020 report</p> <p>Item for Joint Committee – 9 October 2020</p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>WECA & Mayoral budget outturn - December 2020 report</p> <p>Item for WECA Committee – 4 December 2020</p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Investment Fund - December 2020 report</p> <p>Item for WECA Committee – 4 December 2020</p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Local Enterprise Partnership (LEP) & Invest Bristol and Bath (IBB) revenue budget outturn - December 2020 report</p> <p>Item for Joint Committee – 4 December 2020</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>Local Enterprise Partnership One Front Door funding programme - December 2020 report</p> <p>Item for Joint Committee – 4 December 2020</p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>WECA & Mayoral budget outturn - January 2021 report</p> <p>Item for WECA Committee – 29 January 2021</p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Mayoral budget setting report 2021-22</p> <p>Item for WECA Committee – 29 January 2021</p> <p>To approve a budget for the West of England Combined Authority Mayoral functions for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Combined Authority budget 2021-22</p> <p>Item for WECA Committee – 29 January 2021</p> <p>To approve the Combined Authority budget for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Capital Strategy report</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

<p>Item for WECA Committee – 29 January 2021</p> <p>To approve the authority’s Capital Strategy, including the Treasury Management Strategy and Investment Strategy.</p>		
<p>Investment Fund - January 2021 report</p> <p>Item for WECA Committee – 29 January 2021</p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Business Plan 2021-22</p> <p>Item for WECA Committee and Joint Committee – 29 January 2021</p> <p>To approve the 2021-22 Business Plan.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p>strategy@westofengland-ca.gov.uk</p>
<p>Update on Climate Emergency planning and Climate Emergency Action Plan - January 2021 report</p> <p>Item for WECA Committee and Joint Committee – 29 January 2021</p> <p>To present an update on collaborative regional climate emergency planning and on progress in implementing the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p>strategy@westofengland-ca.gov.uk</p>

<p>Local Enterprise Partnership (LEP) & Invest Bristol and Bath (IBB) revenue budget outturn - January 2021 report</p> <p>Item for Joint Committee – 29 January 2021</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Revenue budget setting report 2021-22 - Local Enterprise Partnership (LEP) & Invest Bristol and Bath (IBB)</p> <p>Item for Joint Committee – 29 January 2021</p> <p>To approve the budget in respect of the LEP and IBB for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>
<p>Local Enterprise Partnership One Front Door funding programme - January 2021 report</p> <p>Item for Joint Committee – 29 January 2021</p> <p>To consider any latest approvals required or change requests in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p>DirectorInvestmentandCorporate@westofengland-ca.gov.uk</p>

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