

A meeting of the
WECA Overview & Scrutiny Committee

will be held on

Date: Wednesday, 2 December 2020
Time: 10.30 am
Place: Zoom virtual meeting, to be broadcast on the WECA YouTube channel

Please note: the 7 October WECA Overview & Scrutiny Committee will be broadcast at this link:
<https://youtu.be/c35IyT78BbE>

Notice of this meeting is given to members of the West of England Combined Authority 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 Council
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

Enquiries to:

Ian Hird
Democratic Services & Scrutiny Manager
Email: democratic.services@westofengland-ca.gov.uk
Tel: 07436 600313

Members of the public may:

- Attend all WECA Committee and Sub-Committee meetings unless the business to be dealt with would disclose 'confidential' or 'exempt' information.
- Inspect agendas and public reports five clear working days before the date of the meeting.
- Inspect agendas, reports and minutes of all WECA Committees and Sub-Committees for up to six years following a meeting.
- Inspect background papers used to prepare public reports for a period of up to four years from the date of the meeting.
- Have access to a list setting out the decision making powers the WECA has delegated to their officers and the title of those officers.
- For further information about this agenda or how the authority works, please contact Democratic Services, telephone 07436 600313 or e-mail: democratic.services@westofengland-ca.gov.uk

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 - 10

To confirm the minutes of the meeting of the committee held on 7 October 2020 as a correct record.

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

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

Please note: the 2 December WECA Overview & Scrutiny Committee will be broadcast at this link:

<https://youtu.be/c35lyT78BbE>

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 2 December meeting of the WECA Overview & Scrutiny Committee, the deadline for questions is 5.00 pm on Thursday 26 November.
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 written 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 2 December meeting of the WECA Overview & Scrutiny Committee, the deadline for statements is 12 noon on Tuesday 1 December. 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

7. REVIEW OF 4 DECEMBER WECA COMMITTEE AND JOINT COMMITTEE REPORTS

11 - 30

West of England Combined Authority Overview & Scrutiny Committee

Wednesday, 7 October 2020, 10:30 am

Zoom virtual meeting, broadcast via the WECA YouTube channel

Present:

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

North Somerset councillor representatives:

Cllr Mike Bird, Cllr Peter Crew, Cllr Huw James

Officers in Attendance:

Ian Hird, Democratic Services & Scrutiny
Manager

Shahzia Daya, Director of Legal and Democratic
Services

Jess Lee, Head of Strategy & Policy

Malcolm Coe, Director of Investment and
Corporate Services

Apologies:

Cllr Carole Johnson, Bristol City Council

Minutes

1	WELCOME AND INTRODUCTIONS The Chair welcomed everybody to the meeting which was being held via Zoom.
2	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr Carole Johnson.
3	DECLARATIONS OF INTEREST No declarations of interest were declared.
4	MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 17 June 2020 were agreed as a correct record.

5	<p>ITEMS FROM THE PUBLIC (QUESTIONS; STATEMENTS; PETITIONS)</p> <p>The following questions had been received from members of the public for this meeting and the replies had been circulated:</p> <ol style="list-style-type: none"> 1. Question from: Suzanne Audrey - Park & Stride 2. Questions from: Christina Biggs - Rail projects <p>One statement had also been received and the member of the public attended the meeting and addressed the Committee thereon:</p> <ol style="list-style-type: none"> 1. Christina Biggs / Tony Lloyd - Transport / rail issues
6	<p>CHAIR'S BUSINESS / ANNOUNCEMENTS</p> <p>The Mayor of the West of England Combined Authority, Mayor Tim Bowles attended the meeting to address the meeting and to answer Members' questions on the Recovery Plan and Climate Emergency Action Plan.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> • The Mayor stated that the two plans were intrinsically linked and an important part of the Combined Authority's work going forward in the present, medium and longer term; • It was important that as many sectors feed into the work as possible so that a regional response could be found and a stronger voice for the region could be heard by central government; • Significant work had taken place around skills and business support and significant investment to support businesses continued; • The Workforce for the Future programme would be vital to help SMEs going forward; • A multi-agency rapid redundancy support programme was in place; • Combined Authority Mayors had been lobbying for more funds to support skills; • The Climate Emergency Action Plan had been coproduced by officers across the authorities and built on the work each UA had been doing individually but individuals and businesses also had their own roles to play; • There was also plenty of work going on in other sectors that would contribute to the carbon neutral targets, such as cycling and walking investments, e-scooter trials and private business innovation; • In response to a question on cycling investment compared to other Combined Authorities, it was noted that huge investment in cycling and walking was taking place, and conversations with other Combined Authority Mayors were happening constantly; • In response to a question on how the goals in the Climate Emergency Action Plan would be measured, it was noted that over the next six months, officers would incorporate evidence from different plans to establish realistic base levels in order that realistic targets could be set; • In response to a question, it was noted that the work around the Local Industrial Strategy would constantly be reviewed as well as the understanding of challenges of local businesses, trading focus, inward investment and seeking out key global markets; • It was asked whether enforcement of dangerous cycling activity could be carried out. It was noted that the Combined Authority was working closely with police regarding the e-scooter trial. Cycling on pavements continued to be illegal. The Mayor called for individuals to act responsibly; • The Combined Authority had put in bids to feed into the impending Devolution White Paper but it was important to show government that the monies being received were

	<ul style="list-style-type: none"> • being used responsibly and effectively; • The Combined Authority deals with cross-border/wider issues so it can develop projects across the region in the medium and longer term, and secure funding from government. • In discussion, members suggested that investment in the hydrogen economy and decarbonisation of transport were priorities. <p>The Chair thanked the Mayor for his attendance and asked whether this could be made a reasonably regular slot on the agenda. The Committee asked that SMART goals be included in the Climate Emergency Action Plan and reflect the current transport programme thinking, given a large percentage of emissions come from transport. The report was broadly welcomed, however and it was noted that the targets were more stringent than national targets, especially the key target of achieving net zero carbon by 2030.</p> <p>Agreed: That the Committee’s comments be submitted to the WECA Committee’s meeting on 9 October 2020 to be considered as part of that Committee’s decision-making process (see appendix 1).</p>
7	<p>REVIEW OF 9 OCTOBER WECA COMMITTEE AND JOINT COMMITTEE REPORTS</p> <p>The Committee considered the reports to be considered by the WECA Committee and Joint Committee meeting on 9 October 2020. Malcolm Coe, the Director of Investment and Corporate Services gave a summary on the finance reports. The following issues were raised:</p> <ul style="list-style-type: none"> • The Local Growth Fund had to be fully spent by March 2021 and has been deliberately overprogrammed to avoid any repayment. The successor Getting Building Fund would be used to meet the overprogramming of existing projects. • Regarding the Metrowest Stage 2 development costs, the LGF allocations seemed to ‘fall away’ instead of increasing. This was due to the overall MetroWest project being funded through a number of different sources; • The enabling works funding for Temple Quarter is from the Economic Development Fund (EDF), part of Bristol’s allocation. The documentation for the scheme was included in the report. Each milestone would be considered by the appropriate decision-making processes; • Umbrella Scheme 1 and 2 were confirmed as 5G technology projects in South Gloucestershire; • UAs had had pressures on their revenue finances due to the Covid-19 crisis but the Combined Authority had largely not had any significant effect on their funding streams at the moment. There was a projected slight underspend at the end of the financial year; • The proposal was to set up a Development Infrastructure Fund (DIF) to allocate monies to development sites (from the investment programme headroom). This would aid longer-term projects and public-sector land cash flow with extant planning permissions; • An extra £4.4m for targeted economy recovery was proposed to be allocated to the Recovery Taskforce work; • The Adult Education Budget had a small increase in the fund (for sector based work academies and high level qualifications) but all Combined Authorities were lobbying government for extra allocations in this area; • The Land Acquisition Fund criteria could be circulated. <p>Agreed: That the Chair, in consultation with the Scrutiny Manager, circulate a draft of the comments made by the Committee to be submitted by the Chair to the meeting to the WECA</p>

Committee and Joint Committee at its meeting on 9 October 2020 as part of that Committee's decision-making process. (see appendix 1 below)

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 – 9 OCTOBER 2020

Following our meeting on 7 October, I wish to raise the following matters on behalf of the Overview and Scrutiny Committee

1. Covid Recovery Plan and Climate Emergency Action Plan (agenda item 11)

We were pleased to welcome Mayor Bowles to our meeting to discuss these items and would extend an invitation to him to attend future meetings on a reasonably regular basis as we found the engagement helpful.

In broad terms we welcome both the Recovery Plan and the Climate Emergency Action Plan.

Recovery Plan:

We welcome the breadth and ambition of the plan, and the specific detail of the actions to be taken forward, as developed through the Regional Economic Recovery Taskforce, with the full involvement of the region's local authorities and the business and other communities.

Climate Emergency Action Plan:

We also broadly welcome the Climate Emergency Action Plan and recognise the clear structure of the plan. We particularly welcome the headline ambition to achieve net zero carbon in the region by 2030, which is significantly ahead of the 2050 national target. We also acknowledge the work of officers and the engagement and partnership working that has taken place across the authorities in developing the action plan.

We would though like to draw attention to the following issues that we feel should be fully taken on board in taking actions forward:

* It will be important to ensure the development of a suite of SMART (Specific; Measurable; Attainable; Relevant; Timed) targets as an integral part of the action plan. It is critical to define goals and establish clear milestones against which progress and success can be measured and demonstrated.

* There will need to be clarity about how taking forward these actions will be factored into / linked in with the evidence base that will inform the review of key strategies, plans and projects, e.g. the Local Industrial Strategy, the next Joint Local Transport Plan and future investment in sustainable transport.

* Given the twin 'drivers' of facilitating economic recovery and tackling the climate emergency, it will be essential to build on the region's acknowledged strengths around innovation and technology by maximising investment opportunities (e.g. around the hydrogen economy and clean technologies) that will bring both economic and environmental benefit.

	<p>2. Investment Fund (agenda item 15)</p> <p>We noted the latest report and the fact that £32.2m of headroom has been identified in the programme to 2022/23 as a result of the detailed review of scheme deliverability. We note that detailed proposals for the reallocation of funding from this headroom are to be presented to the Committee's next meeting in December and are supportive of the proposal that a significant part of this funding, approx. £20-£25m, will be used to create a Development Infrastructure Fund.</p> <p>3. WECA and North Somerset</p> <p>We wish to bring to the committee's attention our strong view that it would be beneficial to the region for North Somerset Council to join WECA, as it is clear to us that that the Combined Authority should align with the West of England's functional economic area. We encourage all Mayors and Leaders to do everything possible to bring this about in discussion with government so that these arrangements are in place in advance of the 2021 WECA Mayoral election.</p> <p>Cllr. Stephen Clarke Chair, West of England Combined Authority Overview & Scrutiny Committee</p>
8	<p>INFORMATION ITEM - FORWARD PLAN FOR WECA COMMITTEE AND JOINT COMMITTEE</p> <p>The Forward Plan was noted.</p>
	<p>The next meeting would be held on Wednesday, 2 December 2020.</p>

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WEST OF ENGLAND COMBINED AUTHORITY

AGENDA ITEM 7

OVERVIEW AND SCRUTINY COMMITTEE - 2 DECEMBER 2020

OVERVIEW REPORT - REVIEW OF 4 DECEMBER 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 4 December 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 4 December 2020.

4 December reports – overview

2. The agenda for the 4 December 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 4 December agenda papers – Joint meeting of the WECA Committee and the West of England Joint Committee:

<https://westofengland-ca.moderngov.co.uk/ieListDocuments.aspx?MIId=448&x=1>

3. The Combined Authority has actively continued to review 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 4 December committee reports.

4. The Overview & Scrutiny Committee is asked to consider/formulate any specific comments to submit to the 4 December 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 4 December reports. 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 ask questions/comment:

a. Agenda item 11: Strategic Rail Investment

(suggested time allocation: 20 mins)

Lead officers:

David Carter – Director of Infrastructure

Kathryn Vowles – Head of Capital Delivery

This report sets out the 10 year Rail Delivery Plan and requests specific delegated authority to assist the continued delivery of the West of England rail programme.

b. Agenda items 12 - 15: Financial reports

(suggested time allocation: 40 mins):

Lead officers:

Malcolm Coe, Director of Investment and Corporate Services

plus David Carter, Director of Infrastructure & Stephen Bashford, Director of Business and Skills re: relevant aspects of the Investment Fund report.

*** Agenda item 12 – Local Enterprise Partnership & Invest Bristol and Bath budget outturn, April - September 2020**

This report presents the forecast revenue outturn for the West of England Joint Committee for the financial year 2020/21 based on data for the period April 2020 to September 2020. The report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

*** Agenda item 13 – Local Enterprise Partnership one front door funding programme**

This report sets out requested scheme changes in respect of the Local Growth Fund (LGF), the Economic Development Fund and the Revolving Infrastructure Fund (RIF).

*** Agenda item 14 – WECA & Mayoral budget outturn, April – September 2020**

This report presents the revenue budget financial outturn information for WECA and the Mayoral budget for the financial year 2020/21 based on data for the period April 2020 to September 2020.

* Agenda item 15 – Investment Fund

This report seeks approval for feasibility, development and delivery funding, and for change requests for schemes within the current approved programme.

The specific proposals being brought forward / recommended for approval by the WECA Committee in this report include:

1. Approval for the use of the identified Investment Fund headroom. As reported in October, it is proposed that £21m of this funding is used to create a Development Infrastructure Fund (DIF). This would build upon the model for the Land Acquisition Fund and could support both housing and economic development infrastructure with the aim that funds are repaid in whole or part depending upon the specifics of the application. The proposed criteria for the DIF are set out in Appendix 2 of the committee report. It is also planned to increase the allocation for the Land Acquisition Fund by £8m given this is a valuable funding model. It is further proposed that £3m of funding is earmarked to support Green Infrastructure proposals.
2. Approval to allocate £2m to the Housing and Regeneration Enabling Fund and to delegate the approval of the criteria and Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils.
3. Approval to allocate a further £2m to strategic masterplanning and to delegate the approval of Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils.
4. Approval of the Outline Business Case for Hengrove Park enabling works and to allocate funding of £12m in the current programme and earmark a further £7.8m post 2022/23 to be confirmed at Full Business Case.
5. Approval of the Strategic Outline Business Case for Charfield Station and to delegate the approval of the Outline Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils subject to this remaining within the agreed budget.
6. Approval of a revision to the Local Growth Assurance Framework (set out in paragraph 15 of the committee report) and the approval of the £3.655m Future Transport Zones match funding.
7. Approval to allocate £500k to match fund the Housing Enabling Fund bid through One Public Estate 8 and, should the bid be successful, to delegate the approval of the Feasibility and Development Funding application to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils.
8. Approval to award an additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.
9. To approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of land issues and planning conditions, the supply of a detailed programme and the confirmation of the final costs.
10. To approve the award of £179k to the 5G Logistics project subject to securing DCMS funding.
11. To delegate the detailed use of the Adult Education Budget Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent councils.

c. Agenda item 16 – Adult Education Budget (AEB) – approach for the 2021/22 academic year

(suggested time allocation: 15 mins):

Lead officers:

Stephen Bashford, Director of Business and Skills

Naomi Logan, Head of Service – People and Skills

Henry Lawes, Programme Manager, Adult Education

This report seeks approval of the proposed approach for the management and administration of the devolved Adult Education Budget (AEB) for the 2021/22 academic year.

The overall aim taken forward through this report is to orientate the local Adult Education system so that it is focused on and responsive to the specific need of the region's residents, communities, employers and the local economy as a whole. The proposal is to use the 2021/22 academic year to complete the move away from the transitional approach started in the 2019/20 academic year. This will see increased changes which will support delivery of the West of England Local Industrial Strategy and associated Employment & Skills Plan.

For 2021/22, WECA will use a commissioning approach to devolved Adult Education. This will include the use of a Commissioning Strategy and underlying commissioning evidence base. The approach will support providers in focusing on priority sub-regional groups of residents/communities, employers/sectors and geographies within the WECA area.

d. Agenda item 17 – Appointment of Returning Officer for the 2021 Combined Authority Mayoral election

(suggested time allocation: 5 mins):

Lead officer:

Shahzia Daya Director of Legal Services

This report recommends that the WECA Committee appoint Shahzia Daya, WECA Director of Legal Services as Returning Officer for the 2021 Combined Authority Mayoral election.

Appendices:

Appendix 1 – short summaries of the reports submitted to the 4 December 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 on 07436 600313; or by email:

democratic.services@westofengland-ca.gov.uk

4 December 2020

REPORT SUMMARY SHEET

STRATEGIC RAIL INVESTMENT

Purpose

To present the 10 Year Rail Delivery Plan to Joint and WECA Committee, and to request appropriate delegated responsibility for decisions to allow the continued delivery of the West of England rail programme.

Summary

The Committee paper will seek endorsement for the recommendations in the 10 Year Rail Delivery Plan and make recommendations for the necessary delegations to support the budget and contractual requirements to deliver rail capital programmes.

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 plays a key role in regenerating economies through job creation during construction and permanently, post scheme opening. Better transport connectivity connects communities with educational and employment opportunities. The infrastructure works referenced within this report will contribute positively to the post Covid-19 economic recovery
- 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 will also increase reliability, reduce congestion and noise pollution, and improve local air quality. This is important for the long-term health and resilience of the region.

Recommendations

Members of the Joint Committee are asked to approve:

- **Recommendation 1:** It is recommended that Joint Committee adopt the 10 Year Rail Delivery Programme and endorse its programme of schemes as the basis for future rail investment in the West of England area.
- **Recommendation 2:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the project scope and value for money assessment and release of funding for the next phase of MetroWest Phase 1a (Severn Beach & Westbury Lines) works up to value of £1m from within the Investment Fund from within the agreed £116.4m of MetroWest Phase 1 budget to facilitate the start of enhanced services.
- **Recommendation 3:** It is recommended that WECA Committee delegates responsibility for approval of the full business case for up to £552k from the

Investment Fund for the Access for All (AfA) station enhancements to the WECA CEO in conjunction with the UA CEOs.

- **Recommendation 4:** It is recommended that Joint Committee delegates authority to the WECA CEO in conjunction with UA CEOs to approve the signing of an Enhanced Service and Funding Support Agreement with First Greater Western Limited to support initial start-up costs to enable operation of MetroWest Services.

Contact officer: Kathryn Vowles

Position: Head of Capital Delivery

Email: kathryn.vowles@westofengland-ca.gov.uk

4 December 2020

REPORT SUMMARY SHEET

LOCAL ENTERPRISE PARTNERSHIP & INVEST BRISTOL AND BATH BUDGET
OUTTURN APRIL– SEPTEMBER 2020**Purpose**

This report presents the forecast revenue outturn for the West of England Joint Committee for the financial year 2020/21 based on data for the period April 2020 to September 2020. The report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

Summary

This report includes the following key information:

- The West of England Combined Authority acts as the Accountable Body for a range of funding streams on behalf of the West of England Councils and LEP. The WECA financial regulations require that it regularly reports on the financial monitoring position of these funds.
- **Appendix 1** details the LEP forecast revenue out-turn for the 2020/21 financial year based on actual information to the end of September 2020 which shows spend of **£7.1m** against an original budget of **£5.6m**. The difference of **£1.5m** is mainly due to the receipt and phasing of spend for government grants. Overall, there is a forecast net underspend of **£45k** which is due to a surplus in treasury management and timing of a grant between financial years.
- **Appendix 2** details IBB's revenue out-turn position for the 2020/21 financial year based on actual information to the end of September 2020. This shows the current forecast is for spend to breakeven with budget.

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:

There is a 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.

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

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

4 December 2020

REPORT SUMMARY SHEET

LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME

Purpose

To consider changes to schemes within the current programme.

Summary

This report includes the following key information:

Appendix 1 sets out requested scheme changes in respect of the Local Growth Fund (LGF).

Appendix 2 sets out requested scheme changes in respect of the Economic Development Fund (EDF) and Revolving Infrastructure Fund (RIF).

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 programme set out in Appendix 2

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

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

4 December 2020

REPORT SUMMARY SHEET

WECA & MAYORAL BUDGET OUTTURN APRIL – SEPTEMBER 2020

Purpose

This report presents the revenue budget financial outturn information for WECA and the Mayoral budget for the financial year 2020/21 based on data for the period April 2020 to September 2020

Summary

This report includes the following key information:

* **Appendix 1** details the Mayoral Fund's forecast outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is **£11k** lower than the original budget.

A contribution of £396k will be made to an earmarked reserve, in line with budget, to meet the estimated costs of the next WECA Mayoral Election in 2021.

As per previous years, £17.5m is budgeted through the business rates retention pilot in the Mayoral Fund. This funding is passported to the constituent Unitary Authorities in respect of Capital Highways Maintenance grants.

* **Appendix 2** details WECA's estimated outturn revenue position for the 2020/21 financial year based on actual information to the end of September 2020, which, overall, is projecting an end of year surplus of **£829k**.

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. There will be an impact on 2020/21 revenue budgets as core activity and investment funding is re-prioritised and re-focused on supporting economic recovery;
- b. There is particular concern regarding the achievability of business rates growth targets which will directly impact on a proportion of WECA's core operating revenue.
- c. Concessionary fare payments to bus operators have been made in line with budgeted profile throughout the first half of the financial year to maintain continuity of service, along

with contract payments for supported bus services and payments to community transport providers.

d. Payments to Adult Education providers have also been made in line with budgeted profile to maintain stability of the provider base.

Activity, and corresponding budgets, will be kept under regular review over the coming months with government advice and guidance taken into consideration.

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.

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

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

4 December 2020

REPORT SUMMARY SHEET

INVESTMENT FUND

Purpose

To seek approval for feasibility, development and delivery funding, and for change requests for schemes within the current approved programme

Summary

Proposals set out in this report include:

- Proposals for the use of the Investment Fund headroom and the Development Infrastructure Fund criteria.
- Funding allocations for a Housing and Regeneration Enabling Fund and for Masterplanning
- The Outline Business Case for the Hengrove Park development.
- The Strategic Outline Business Case for Charfield Station.
- £3.655m Future Transport Zones match funding.
- An allocation of £500k to match fund the Housing Enabling Fund bid through a One Public Estate 8 bid.
- An additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.
- The Full Business Case for the Chew Valley Lake Recreational Trail.
- Proposals to match fund a 5G Logistics bid.
- Delegation of the detailed use of the AEB Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.

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 28 of the report sets out the proposed use of the £9.395m funding allocated 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

Members of the Combined Authority Committee are asked:

1. To approve use of the Investment Fund headroom as set out in paragraph 7 and 8, and the Development Infrastructure Fund criteria set out in Appendix 2
2. To allocate £2m to the Housing and Regeneration Enabling Fund and to delegate the approval of the criteria and Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils
3. To allocate a further £2m to strategic masterplanning and to delegate the approval of Feasibility and Development Funding Applications for specific proposals to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils
4. To approve the Outline Business Case for Hengrove Park Enabling Works and allocate funding of £12m in the current programme, and earmark a further £7.8m post 22/23 to be confirmed at Full Business Case
5. To approve the Strategic Outline Business Case for Charfield Station and to delegate the approval of the Outline Business Case to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils subject to this remaining within the agreed budget.
6. To approve the revision to the Local Growth Assurance Framework set out in paragraph 15 and the approval of the £3.655m Future Transport Zones match funding.
7. To allocate £500k to match fund the Housing Enabling Fund bid through OPE8 and should the bid be successful to delegate the approval of the Feasibility and Development Funding application to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
8. To approve the award of an additional £2.5m for the development of the Spatial Development Strategy/Local Transport Plan Evidence Base.
9. To approve the Full Business Case for the Chew Valley Lake Recreational Trail subject to resolution of lands issues and planning conditions, the supply of a detailed programme and the confirmation of the final costs.
10. To approve the award of £179k to the 5G Logistics project subject to securing the DCMS funding.

11. To delegate the detailed use of the AEB Covid-19 Skills Recovery Package to the WECA Chief Executive in consultation with the Chief Executives of the constituent Councils.
12. Approve the change requests for schemes within the current programme as set out in Appendix 3.
13. To amend the approved capital programme for individual project approvals agreed at the October Committee and within this report.

Contact officer: Malcolm Coe

Position: Director of Investment & Corporate Services

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4 December 2020

REPORT SUMMARY SHEET

ADULT EDUCATION BUDGET – APPROACH FOR THE 2021/22 ACADEMIC YEAR

Purpose

To provide the WECA Committee with details of the proposed approach for the management and administration of the devolved Adult Education Budget (AEB) for the 2021/22 academic year.

Summary

This report includes the following key information:

- Specific details of the proposed approach for the management and administration of the devolved AEB for the 2021/22 academic year.

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:

- Recognising that Covid-19 is exacerbating the number of WECA residents who are unemployed devolved Adult Education will (in part) support unemployed WECA residents to gain the skills they need to gain and sustain employment.

Recommendations

Members of the Combined Authority Committee are asked to approve:

1. The proposed approach for the management and administration of devolved AEB for the 2021/22 academic year.
2. The following delegations to the WECA CEO alongside members of the WECA CEO's Group:
 - a. Make decisions on the final approach for the 2021/22 academic year once the consultation results have been considered
 - b. Make decisions on final provider allocations once agreed provider curriculum delivery plans are in place.
 - c. Make in-year exceptions funding decisions.
 - d. Make in-year growth funding decisions
 - e. Make decisions on provider re-allocations at all operational points including: in-year, mid-year and end-of-year.

- f. Make decisions relating to distribution of funding for continuing learners
- g. Make decisions on the purpose and allocation of funds not distributed through the CDP process or funds used for the management and administration of devolved AEB.
- h. Make decisions on recommended amendments to the devolved approach for AEB in subsequent academic years.

Contact officer: Stephen Bashford

Position: Director of Business and Skills

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4 December 2020

REPORT SUMMARY SHEET

APPOINTMENT OF RETURNING OFFICER FOR THE COMBINED AUTHORITY ELECTION

Purpose

To agree the appointment of the Combined Authority Returning Officer (CARO) for the May 2021 Combined Authority election.

Summary

This report includes the following key information:

* Article 6 of the Combined Authorities (Mayoral elections) Order 2017 requires the Combined Authority to appoint one of its Officers, or one of the Officers of a constituent Council, to be the Combined Authority Returning Officer (CARO) in relation to the election of the Combined Authority Mayor.

* Given the election is for the Combined Authority, it is proposed that Shahzia Daya, Director of Legal, be appointed to the role of Combined Authority Returning Officer.

Recommendation

Members of the Combined Authority Committee are asked to approve:

- That Shahzia Daya is appointed Combined Authority Returning Officer (CARO) for the 2021 Combined Authority election and that North Somerset Council's election team assist the CARO in the delivery of this election.

Contact officer: Patricia Greer

Position: Chief Executive

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