

A meeting of the

**West of England Combined Authority
Overview & Scrutiny Committee**

will be held on

Date: Wednesday, 23 June 2021

Time: 10.30 am

**Place: Council Chamber, Bristol City Hall, College Green, Bristol
BS1 5TR**

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

Cllr Winston Duguid, Bath and North East Somerset Council
Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Donald Alexander, Bristol City Council
Cllr Geoff Gollop, Bristol City Council
Cllr Gary Hopkins, Bristol City Council
Cllr Brenda Massey, Bristol City Council
Cllr Ed Plowden, Bristol City Council
Cllr Andrew Varney, Bristol City Council
Cllr Brian Allinson, South Gloucestershire Council
Cllr James Arrowsmith, South Gloucestershire Council
Cllr John Ashe, South Gloucestershire Council

Copy 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:

- Observe all Combined Authority 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 Combined Authority 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 Combined Authority 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. COMMITTEE MEMBERSHIP UPDATE

To note the committee's membership as set out on the agenda.

2. APOLOGIES FOR ABSENCE

3. ELECTION OF CHAIR OF THE COMMITTEE FOR 2021-22

4. ELECTION OF VICE-CHAIR OF THE COMMITTEE FOR 2021-22

5. 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.

6. COMMITTEE TERMS OF REFERENCE

To note the committee's terms of reference which are as follows:

The functions of the Overview and Scrutiny committee primarily relate to scrutinising the work of the West of England Combined Authority and the West of England Joint Committee ("Joint Committee") and making appropriate recommendations as to the discharge of its function.

The Overview and Scrutiny Committee shall have the power to:

1. Review or scrutinise decisions made, or other actions taken, in connection with the discharge of any functions which are the responsibility of the Combined Authority or the Joint Committee;
2. Provide advice and challenge on policy and programme delivery to help ensure the region meets its climate commitments, including monitoring the delivery of the authority's Climate Emergency Action Plan.
3. Make reports or recommendations to the Combined Authority or the Joint Committee (as appropriate) on matters that affect the Combined Authority area or the inhabitants of the area;
4. Make reports or recommendations to the Combined Authority or the Joint Committee (as appropriate) with respect to the discharge of any functions which are the responsibility of the Combined Authority or the Joint Committee;
5. In so far as the business of the Local Enterprise Partnership Business Board (LEP) relates to the discharge of functions of the Combined Authority or the Joint Committee, the Overview and Scrutiny Committee shall have the power to scrutinise the LEP as set out in 1. – 3. above.

7. MINUTES OF PREVIOUS MEETING

5 - 12

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

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

WRITTEN PUBLIC QUESTIONS (written procedure)

1. Any member of the public can submit a maximum of two written questions in advance of this meeting.

2. The deadline for the submission of questions is 5.00 pm, at least 3 clear working days ahead of a meeting. For this meeting, the deadline for questions is 5.00 pm on Thursday 17 June.

3. Questions should be addressed to the Chair of the meeting 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 the Combined Authority's committee procedures, there is no opportunity for oral supplementary questions to be asked at committee meetings.

6. The written questions and replies will be circulated to committee members in advance of the meeting and published on the Combined Authority website.

PUBLIC STATEMENTS

1. Any member of the public may submit a written statement (or petition) to this 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 this meeting, the deadline for statements is 12 noon on Tuesday 22 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 Combined Authority website.

5. Please note:

If any member of the public wishes to attend the meeting to orally present their statement, they are asked please to notify the Combined Authority's Democratic Services team of this at the point when their statement is submitted and by 12 noon on the working day before the meeting at the very latest.

For those presenting their statements at the meeting, up to 3 minutes 'speaking time' is permitted for each statement. The total time available for the public session at this meeting is 30 minutes.

All members of the public attending to present statements are requested please to take a Covid-19 lateral flow test 24 hours before the day of the meeting.

9. REVIEW OF 25 JUNE WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE & WEST OF ENGLAND JOINT COMMITTEE REPORTS

13 - 36

To review the reports / decisions due to be considered at the 25 June joint meeting of the West of England Combined Authority Committee and West of England Joint Committee and formulate any comments to refer to the committees.