

A meeting of the

## **WECA Overview & Scrutiny Committee**

will be held on

**Date: Monday, 27 June 2022**

**Time: 10.30 am**

**Place: Brunswick Room, Guildhall, High Street, Bath BA1 5AW**

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 John Ashe, South Gloucestershire Council  
Cllr Tristan Clark, South Gloucestershire Council  
Cllr Winston Duguid, Bath and North East Somerset  
Cllr Geoff Gollop, Bristol City Council  
Cllr Hal MacFie, Bath and North East Somerset Council  
Cllr Brenda Massey, Bristol City Council  
Cllr Steve Pearce, Bristol City Council  
Cllr Ed Plowden, Bristol City Council  
Cllr Steve Smith, Bristol City Council  
Cllr Andrew Varney, Bristol City Council

**Enquiries to:**

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# **West of England Combined Authority Committee Agenda**

## **YOU HAVE THE RIGHT TO:-**

- 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 days before the date of the meeting
- Inspect agendas, reports and minutes of the WECA and 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 public reports for a period of up to four years from the date of the meeting. (A list of background papers to a report is given at the end of each report.) A background paper is a document on which the officer has relied in writing the report.
- Have access to the public register of names, addresses and wards of all Councillors sitting on WECA, Committees and Sub-Committees with details of the membership of all Committees and Sub-Committees.
- Have a reasonable number of copies of agendas and reports (relating to items to be considered in public) made available to the public attending meetings of WECA, Committees and Sub-Committees
- Have access to a list setting out the decisions making powers the WECA has delegated to their officers and the title of those officers.
- Copy any of the documents mentioned above to which you have a right of access. There is a charge of 15p for each side of A4, subject to a minimum charge of £4.
- For further information about this agenda or how the Council works please contact Democratic Services, telephone 0117 42 86210 or e-mail: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

## **OTHER LANGUAGES AND FORMATS**

**This information can be made available in other languages, in large print, braille or on audio tape.  
Please phone 0117 42 86210**

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

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

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

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

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

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

## **1. COMMITTEE MEMBERSHIP UPDATE**

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

## **2. APOLOGIES FOR ABSENCE**

*To receive any apologies for absence.*

## **3. ELECTION OF CHAIR OF THE COMMITTEE FOR 2022-23**

*The Committee is invited to elect a Chair for Municipal Year 2022/23*

## **4. ELECTION OF VICE-CHAIR OF THE COMMITTEE FOR 2022-23**

*Having chosen a Chair, the Committee is invited to elect a Vice-Chair for Municipal Year 2022/23*

## **5. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT**

*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**

*To confirm the minutes of the previous meeting held on 4 April 2022 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 Tuesday 21 June 2022**.
3. Questions should be addressed to the Chair of the meeting and e-mailed to [democratic.services@westofengland-ca.gov.uk](mailto: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 Friday 24 June 2022**. Statements should be emailed to [democratic.services@westofengland-ca.gov.uk](mailto: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.*

## **9. REVIEW OF ITEMS FOR 1 JULY 2022 WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE & WEST OF ENGLAND JOINT COMMITTEE**

11 - 14

*To review the reports / decisions due to be considered at the 1 July 2022 meeting of the West of England Combined Authority Committee and West of England Joint Committee and formulate any comments to refer to the committees.*

**Next meeting: Monday, 19 September 2022**