

A meeting of the

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

will be held on

**Date: Monday, 23 January 2023**

**Time: 10.30 am**

**Place: Council Chamber, Civic Centre, High Street, Kingswood BS15  
9TR**

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 Geoff Gollop, Bristol City Council  
Cllr Ed Plowden, Bristol City Council  
Cllr Brenda Massey, Bristol City Council  
Cllr Steve Pearce, Bristol City Council  
Cllr Tristan Clark, South Gloucestershire Council  
Cllr Steve Smith, Bristol City Council  
Cllr Brian Allinson, South Gloucestershire Council  
Cllr Matthew Riddle, South Gloucestershire Council

**Enquiries to:**

Democratic Services  
West of England Combined Authority  
70 Redcliffe Street  
Bristol, BS1 6AL  
Email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)  
Tel: 0743 660 0459

# West of England Combined Authority Overview & Scrutiny Committee Agenda

## YOU HAVE THE RIGHT TO:-

- Attend all West of England Combined Authority 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 Authority and all Authority 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 the Authority's, Committees and Sub-Committees
- Have access to a list setting out the decisions making powers the Authority 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. WELCOME AND EVACUATION PROCEDURE

In the event of a fire, please await direction from the West of England Combined Authority staff who will help assist with the evacuation. Please do not return to the building until instructed to do so by the fire warden(s).

## 2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

## 3. 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.

## 4. MINUTES OF THE MEETING HELD ON 12 DECEMBER 2022

5 - 10

To confirm the minutes of the previous meeting held on 12 December 2022 as a correct record.

## 5. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair of the West of England Combined Authority Overview & Scrutiny Committee.

## 6. 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 17 January 2023**.
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 20 January 2023**. 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.

**7. REVIEW OF ITEMS FOR 27 JANUARY 2023 WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE AND JOINT COMMITTEE**

11 - 12

To review the reports / decisions due to be considered at the 27 January 2023 meeting of the West of England Combined Authority Committee and Joint Committee.

**Next meeting: Monday, 13 March 2023**

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

Monday, 12 December 2022, 1pm  
Oak Hall, Bradley Stoke Town Council, The Jubilee Centre, Savages Wood Road, Bradley Stoke,  
South Gloucestershire, BS32 8HL

### Present:

Cllr Winston Duguid, Bath and North East  
Somerset  
Cllr Hal MacFie, Bath and North East Somerset  
Council  
Cllr Geoff Gollop, Bristol City Council  
Cllr Ed Plowden, Bristol City Council

Cllr Brenda Massey, Bristol City Council  
Cllr Tristan Clark, South Gloucestershire Council  
Cllr Steve Smith, Bristol City Council  
Cllr Keith Burchell, South Gloucestershire Council  
(as substitute for Cllr John Ashe)

### From North Somerset Council:

Cllr Mike Bird

### Officers In Attendance:

Richard Ennis, Interim Director of Investment and  
Corporate Services

### Apologies:

Cllr John Ashe, South Gloucestershire Council  
(Cllr Keith Burchell attended as substitute)  
Cllr Brian Allinson, South Gloucestershire Council

Cllr Alex Hartley, Bristol City Council  
Cllr Steve Pearce, Bristol City Council

## Minutes

1	<b>Evacuation Procedure</b> The evacuation procedure was noted.
2	<b>Apologies for absence</b> Apologies for absence had been received from Cllr Alex Hartley (Bristol City Council), Cllr Steve Pearce (Bristol City Council), Cllr Brian Allinson (South Gloucestershire Council) and Cllr John Ashe (South Gloucestershire Council). Cllr Keith Burchell (South Gloucestershire Council) attended as a substitute for Cllr John Ashe.
3	<b>Declarations of Interest under the Localism Act 2011</b> There were no declarations of interest declared under the Localism Act 2011.
4	<b>Minutes</b> The minutes of the meeting held on 22 September 2022 were agreed as a correct record subject to the correction that Cllr Tristan Clark is a Member of South Gloucestershire Council and not Bristol City Council as stated in the attendance list.
5	<b>Chair's Announcements</b> Metro Mayor Dan Norris attending the meeting and took questions from Members. The following points were raised: <ul style="list-style-type: none"><li>• Th Metro Mayor was asked about a leaflet that had been sent to households in the West of England providing information on energy bills and which featured a profile picture of the Metro Mayor with his pet dog. In response the Metro Mayor stated that the leaflet had been in accordance with usual practice and was extremely important to draw people's attention to these issues. He stated that the Metro Mayor was a figurehead for the region and therefore important for people to know who he was and how to get in touch with any issues they may have;</li></ul>

	<ul style="list-style-type: none"> <li>• The Metro Mayor stated that there would be ongoing opportunities for small operators to provide services under the DRT proposals and urged small businesses and individuals to get in touch;</li> <li>• In regards to bus stops, a sum of money had been allocated to bring these under Authority control;</li> <li>• There was also plans to provide bicycle hangars for residential users, where the individuals concerned did not have room to store bikes in small houses or flats. He urged anyone with ideas for allocation of resources to come forward so that they could be examined. He did not want a situation where money would remain unallocated and handed back to Government, whilst stressing that all monies had to be used wisely;</li> <li>• The Metro Mayor did not rule out a franchising model for local transport in the region but did stress that other areas (such as Greater Manchester) were in a different position with monies raised through existing tram systems etc. However, there were more pressing urgent needs locally such as driver recruitment;</li> <li>• The Metro Mayor had met with community transport groups and hoped that some could be part of a future plan, with utilisation of mini-buses for example. Technology would also be important but vulnerable people with limited access to technology needed to have their needs catered for as well through other mechanisms. It was noted that North Somerset Council had 72% passenger numbers compared with pre-pandemic levels whereas the concessionary fare numbers were only at 60% of the pre-pandemic levels;</li> <li>• In respect of enhanced partnerships the Metro Mayor confirmed that this was ongoing although the Authority were being tough negotiators as good value for money was needed. He acknowledged that EPs may lead to a predominant provider;</li> <li>• In terms of a levy the Metro Mayor stated that if no consensus was reached then it would be have to be based on a per capita basis. Individual councils would need to benefit. He acknowledged also that staff should have been transferred to the Authority from the UAs when transport powers transferred and all UAs needed to work collaborative and think strategically across the region;</li> <li>• The Metro Mayor reminded the meeting that constitutionally he only had a very limited choice as to who could be Deputy Mayor and he would have liked a wider pool to choose from. He was trying to resolve the situation as quickly as possible;</li> <li>• It was noted that a service known as ‘the extra mile/the last mile’ had been trialled in some areas to promote pubic transport but had not been publicised properly so ended. It was often difficult to travel across local ward areas without getting two buses with residents with mobility issues often struggling. Community transport could provided some solutions. The Metro Mayor, acknowledged the need for change and new solutions but it stated that it was important to manage people’s expectations. There were sometimes bus services running that were not advertised;</li> </ul> <p><b>Resolved:</b></p> <p style="padding-left: 40px;">That the Metro Mayor be thanked for attending the meeting to answer Members’ questions.</p>
6	<p><b>Items from the Public (Questions, Statement and Petitions)</b></p> <p>Three statements had been received from members of the public. The statements had been circulated to the Committee and published on the Authority’s website prior to the meeting. The following individuals attended the meeting and addressed the Committee for up to three minutes on the topic of their statement:</p> <ul style="list-style-type: none"> <li>• Robbie Bentley</li> </ul>
7	<p><b>Review of items for 16 December 2022 West of England Combined Authority Committee</b></p> <p>The Committee discussed the reports due to be considered by the West of England</p>

	<p>Combined Authority Committee at its meeting on 16 December 2022. These comments were collated and circulated to the Committee in advance of that meeting. The comments are attached.</p> <p>[NB the meeting of the West of England Combined Authority Committee due to be held on 16 December 2022 was subsequently postponed and due to be rearranged for a date in early January 2023.]</p>
	<p><b>The next meeting would be held on</b> Monday, 23 January 2023, 10.30 am, Council Chamber, Civic Centre, High Street, Kingswood BS15 9TR</p>

This page is intentionally left blank



## Comments of the Overview & Scrutiny Committee held on 12 December 2022

The Committee welcomed the Metro Mayor for a 45 minute wide ranging question and answer session. Subjects included the current bus situation, taking on the bus stop responsibility, the current energy marketing campaign that features a photograph of the Metro Mayor and a discussion about when the Metro Mayor will make the long awaited appointment of a deputy.

The other general observation is the role of the Unitaries and the role of WECA. Members did not feel that there was a clear approach to whom is responsible for delivery and strategy, with Bristol CC wanting to hand over staff to WECA whilst the Unitaries are still recruiting. It would be helpful if the WECA committee could clarify who is the strategic transport authority and who will do what in the future.

### **Item 9 Supported Bus Services**

The Committee scrutinised the report that sets out the overall response to buses bringing together supported bus services, funded by the transport levy. The committee overall thought the rationale looked sensible but some members still had concerns about the more rural communities where transport economics are very different, due to less usage. In some of these communities anecdotal information suggests that car usage is going up as rural bus services decline, which is the contra of the objectives.

The committee noted the very tight time schedules on this piece of work which has put a lot of pressure on the process. Fuller details will be available after Wednesday, so that a considered decision can be made at Friday's committee meeting.

The officers confirmed to Cllr Plowden that all the services that had been included in the invitation to tender had a response.

Councillors noted that previous initiatives had not been well enough communicated to the public. Officers were very aware of this and explained that with this campaign the intention was to communicate through wider media coverage to reach as many local residents as possible.

The officers explained that Covid in particular had changed demand. The DRT initiative will give us a lot of new data that will be helpful in planning new routes going forward. It was noted that suppliers were proposing to bring their own IT solutions as part of the package, but that the Combined Authority will still own the data and that this would be made available to Community Transport providers, as part of the overall approach.

Councillors requested that the information provided on the 14 DRT maps be consolidated also into one large map.

The officers explained in greater detail about the Demand Response Transport (DRT) process. In essence, you will book via telephone, app or via a website and will be able to request a bus to arrive at a bus stop or a virtual bus stop within an hour. In time, a dynamic derivative of DRT would probably be able to reduce the time frame. It was noted that this is not competition for existing commercial bus services and the importance was that residents would either have a virtual bus stop

or an existing actual stop. The plan is that it enhances use of the commercial services. It was noted that there was very little coverage in the centre of Bristol.

Much of this new service would be on 18 seater minibuses which means that the normal licensing arrangements for drivers on bigger buses will not apply. Councillor Burchell raised concern about possible safety aspects of the vehicles and drivers.

Independent analysis provided an indicative cost per passenger subsidy which was shown to be more competitive than conventional bus journeys. The fares would be in line with the existing fares packages.

Councillor MacFie questioned where else this is operating on the British mainland. Examples were given of South Wales, Lincolnshire and a small company near Ilminster in Somerset.

Overall, the committee believed DRT looked a worthwhile initiative but it was recognised that the overall approach to the bus network is only funded until 2024/2025. However successful these initiatives are in DRT and BSIP, future funding commitment will be necessary beyond that date.

### **Item 10 Transforming Cities Fund**

The committee welcomed this report and spent some time questioning the Cycle hangers full business case and just what that entailed. It was explained that the cycle hangers which are specifically located in residential areas, really did just cover bicycles and that there was a separate project that would be looking at multi modal storage of cycles, scooters and cargo bikes. Cllr Burchell commented that the sites for the cycle hangers and the transport hubs had yet to be scoped out.

The committee noted that West of England Combined Authority had identified up to £20m of opportunities which could absorb the current £10m underspend.

Some Councillors felt the lessons learned summary hard to read and officers confirmed this was a condensed version and the fuller version would be made available.



## **WEST OF ENGLAND COMBINED AUTHORITY**

### **OVERVIEW AND SCRUTINY COMMITTEE - 23 JANUARY 2023**

#### **OVERVIEW REPORT – 27 JANUARY 2023 WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE & JOINT COMMITTEE**

**DIRECTOR: STEPHEN GERRARD, INTERIM DIRECTOR OF LEGAL SERVICES & MONITORING OFFICER**

**AUTHOR: TIM MILGATE, DEMOCRATIC SERVICES OFFICER**

#### **Purpose**

To update the Overview & Scrutiny Committee on the reports due to be considered at the 27 January 2023 meeting of the West of England Combined Authority Committee and Joint Committee.

#### **RECOMMENDATION:**

**That the Overview & Scrutiny Committee identify any comments they wish to submit to the West of England Combined Authority Committee and Joint Committee being held on 27 January 2023.**

#### **27 January 2023 reports – overview:**

West of England Combined Authority Committee Forward Plan

27 January 2023 - West of England Combined Authority Committee

**1. Investment Fund report.**

**Purpose of item:** Investment priority/delivery principles and sub funds update. Consider Business Cases (those not contained in specific papers) funding asks and delegations on individual schemes.

**2. Investment Fund Delivery Assurance**

**Purpose of item:** To consider recommendations from the Programme Review Board regarding project delivery including changes to schemes within the Investment Fund programme against the agreed delivery assurance principles.

**3. Transport Schemes**

**Purpose of item:** Approve delegations and/or funding as necessary for selected projects to progress to their next stage. [CRSTS, M32 Metrowest Phase 2, Cycle Hangars, Integrated Micromobility Service]

**4. Capital Strategy Report 2023/24 Including Treasury Management and Investment Strategies**

**Purpose of item:** This report presents the Capital Strategy for the West of England Combined Authority including the: Capital budget for 2023/24, and indicative budget up to 2025/26. Treasury Management Strategy for 2023/24. Latest Combined Authority Investment Strategy.

**5. Mayoral and Combined Authority Budget 2023/24 and Medium-Term Financial Strategy**

**Purpose of item:** To consider and approve the budget and medium-term financial strategy in respect of the Mayoral Functions and the West of England Combined Authority for 2023/24. Inflation kept under review via this report.

**6. Transforming Cities Fund**

**Purpose of item:** Approvals to delegate authority to the Chief Executives in consultation with the Programme Review Board to utilise remaining TCF underspend.

27 January 2023 - West of England Joint Committee

**1. Local Enterprise Partnership Budget Setting Report 2023/24**

**Purpose of Item:** To consider and approve the budget in respect of the Local Enterprise Partnership (LEP) for 2023/4, to approve the FBC for MetroWest Phase 2 and to consider changes to schemes within the Economic Development and Revolving Infrastructure Fund programmes

**2. MetroWest 2 (including new railway stations at Ashley Down, North Filton and Henbury)**

**Purpose of item:** Approval for the Full Business Case and funding approval for the first delivery phase of the project, which is the construction of Ashley Down Station which is programmed to start in spring 2023.

**West of England Combined Authority Contact:**

Via email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)