

A meeting of the

West of England Combined Authority Committee

will be held on

Date: Friday, 16 June 2023

Time: 1.00 pm, or on the rising of the previous Committee, whichever is later. The meeting will not commence before the scheduled time

Place: Room 1, Bawa Healthcare & Leisure, 589 Southmead Road, Filton, BS34 7RG

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

Metro Mayor Dan Norris, West of England Combined Authority
Cllr Kevin Guy, Bath & North East Somerset Council
Mayor Marvin Rees, Bristol City Council
Cllr Claire Young, South Gloucestershire Council

Nominated deputies are as follows:

Bath & North East Somerset Council: Cllr Sarah Warren and Cllr Manda Rigby
South Gloucestershire Council: Cllr Ian Boulton and Cllr Chris Willmore
Bristol City Council: Cllr Craig Cheney & Cllr Kye Dudd

Enquiries to:

West of England Combined Authority Office
70 Redcliff Street
Bristol, BS1 6AL
Email: democratic.services@westofengland-ca.gov.uk

The West of England Combined Authority Committee Agenda

YOU HAVE THE RIGHT TO:

- Attend all the 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 Combined Authority and all the Combined Authority 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. 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 the Combined Authority, 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 Combined Authority, Committees and Sub-Committees.
- Have access to a list setting out the decisions making powers the Combined 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 by emailing 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 email democratic.services@westofengland-ca.gov.uk

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 Team 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 & INTRODUCTIONS

The Chair to welcome everyone to the meeting.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence from Members.

3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

Members who consider that they have an interest to declare are asked to state:

- a) The item number in which they have an interest;
- b) The nature of the interest, and;
- c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary 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

9 - 22

To consider and approve the minutes of the West of England Combined Authority Committee meeting held on 17 March 2023.

5. CHAIR'S ANNOUNCEMENTS

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

6. ITEMS FROM THE PUBLIC (QUESTIONS, STATEMENTS AND PETITIONS)

WRITTEN PUBLIC QUESTIONS

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 5.00pm, at least 3 clear working days ahead of a meeting. For this meeting, the deadline for questions is **5.00pm on Monday 12 June 2023**.

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 Thursday 15 June 2023**.

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 12noon on the working day before the meeting at the very latest.

6. 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. COMMENTS FROM THE CHAIR OF THE WEST OF ENGLAND LOCAL ENTERPRISE PARTNERSHIP BOARD

To receive comments from the Chair (or the Chair's representative) of the West of England Local Enterprise Partnership (LEP) Board.

8. COMMENTS FROM THE WEST OF ENGLAND COMBINED AUTHORITY OVERVIEW & SCRUTINY COMMITTEE

The Authority's Overview & Scrutiny Committee met informally on 12 June 2023 to consider the items being brought to this Committee. They chose one member to represent their views at this meeting. That Member to pass on any comments from that meeting on the items of business.

9. INVESTMENT FUND PROGRAMME

23 - 48

To update on the overall programme and headroom.

10. DELIVERY ASSURANCE

49 - 82

To consider changes to schemes within the Investment Fund programme against the agreed delivery assurance principles.

11. TRANSPORT SCHEMES	83 - 104
<p>To provide an update to West of England Combined Authority Committee on key transport schemes and to secure approval from Committee on key decisions and associated funding (where applicable) related to projects within the West of England Combined Authority’s Transport Infrastructure programme.</p>	
12. TRANSFORMATION PROGRAMME & REGIONAL STRATEGY	105 - 134
<p>This report sets out progress and next steps on the West of England Combined Authority’s route to improvement. The report provides Committee with an update on the West of England Combined Authority transformation programme that is underway to respond to and take forward recommendations from the recent Grant Thornton external audit report, the West of England Combined Authority commissioned an Independent Peer Review and the West of England Combined Authority Committee approved the action plan. This report provides a more detailed update on the progress to deliver a revised regional strategy as part of the transformation programme.</p>	
13. WEST OF ENGLAND EMPLOYMENT & SKILLS PLAN	135 - 198
<p>To present for approval the refreshed West of England Employment and Skills Plan, and to consider progress and approve next steps in relation to the green construction and retrofit skills feasibility work supported by the Green Recovery Fund.</p>	
14. COMBINED AUTHORITY & MAYORAL BUDGET OUTTURN 2022/23	199 - 216
<p>This report represents the revenue and capital outturn to the West of England Combined Authority Committee for the financial year 2022/23 based on data from the period April 2022 to March 2023 for the West of England Combined Authority and Mayoral budgets. The final outturn position will be subject to audit verification of the annual accounts.</p>	
15. TREASURY MANAGEMENT OUTTURN REPORT 2022/23	217 - 234
<p>The Chartered Institute of Public Finance and Accountancy (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 31 March 2023.</p>	
16. UPDATE TO WEST OF ENGLAND COMBINED AUTHORITY PURCHASE ORDER & CONTRACT APPROVAL LIMITS	235 - 244
<p>To request the Committee approves an update to the current West of England Combined Authority approval limits for purchase orders and contracts. The current limits are hindering our processing time for contract and purchase order approvals and negatively impacting internal processes for the procurement of goods and services. This request only applies to spend that have been previously approved by</p>	

Committee or a delegated forum. To note this paper does not include any requests for additional delegations or powers, it only applies to purchase order and contract approvals. The current approval limits are stated in the West of England Combined Authority Constitution, and therefore the requested amendments need to be approved by Committee.

17. 2023/24 COMMITTEE FORWARD PLAN

245 - 252

To set out the indicative items of business for the West of England Combined Authority committee currently identified for the 2023/24 municipal year. (Appendix 1) and to endorse the publication of the Forward Plan during the year, extending the time horizon as appropriate and as new items are identified.

18. RATIFICATION OF INTERIM MONITORING OFFICER

To seek the Committee's formal ratification of the West of England Combined Authority's Interim Director of Legal Services (Monitoring Officer).

This item is to follow.

Next meeting: Date Not Specified