

A meeting of the

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

will be held on

**Date: Friday, 6 October 2023**

**Time: 1.00 pm**

**Place: The Space, Keynsham**

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

### **Enquiries to:**

West of England Combined Authority Office  
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Bristol, BS1 6AL  
Email: [democratic.services@westofengland-ca.gov.uk](mailto: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](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 email [democratic.services@westofengland-ca.gov.uk](mailto: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 AND 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

7 - 24

To consider and approve the minutes of the Annual General Meeting, West of England Combined Authority Committee meeting held on 16 June 2023

To consider and approve the minutes of the West of England Combined Authority Committee meeting held on 16 June 2023; and

## 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 2 October 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 5 October 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 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**

To receive comments from the Chair (or Chair's representative) on behalf of the Combined Authority's Overview & Scrutiny Committee.

## **9. COMMENTS FROM THE WEST OF ENGLAND COMBINED AUTHORITY AUDIT COMMITTEE**

To receive comments from the Chair (or Chair's representative) on behalf of the Combined Authority's Audit Committee.

## **10. INVESTMENT FUND PROGRAMME**

25 - 48

To report on the overall programme and headroom including the extension of the current Investment Fund period to 27/28 and to consider Business Cases and funding applications (where not contained in specific papers)

## **11. DELIVERY ASSURANCE**

49 - 66

To consider recommendations from the Programme Review Board regarding project delivery including changes to schemes within the investment programme against the agreed delivery assurance principles.

## **12. CLIMATE AND ECOLOGICAL STRATEGY AND ACTION PLAN UPDATE**

67 - 104

To provide a 6-monthly progress update on actions for this year contained within the Climate and Ecological Strategy and Action Plan (CESAP)

## **13. ADULT EDUCATION AND SKILLS**

105 -  
112

To request delegation of decision-making powers for the Adult Education Budget (AEB) /Adult Skills Fund (ASF), Multiply programme and Skills Bootcamps programmes for

<b>14. TRANSPORT INFRASTRUCTURE PROJECTS</b>	113 - 154
<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>	
<b>15. BSIP PRIORITISING</b>	155 - 168
<p>KPMG Prioritisation framework to assess BSIP initiatives including a quantitative assessment based on DfT value for money methodology, and a supporting qualitative assessment to provide a recommended prioritisation of initiatives when redistributing any funding identified.</p>	
<b>16. TRANSFORMATION PROGRAMME UPDATE</b>	169 - 204
<p>As resolved at June Committee, consider and comment on progress of transformation programme workstreams responding to Grant Thornton and Society of Local Authority Chief Executives (SOLACE) reviews, including progress towards a refreshed regional strategy.</p>	
<b>17. SENIOR/STATUTORY APPOINTMENTS</b>	205 - 208
<p>To formally ratify the Combined Authority's Interim Statutory Section 73 Officer.</p>	
<b>18. WEST OF ENGLAND COMBINED AUTHORITY AND MAYORAL BUDGET FORECAST 2023/24 REPORT</b>	209 - 222
<p>This report presents the revenue and capital budget financial forecast information for the West of England Combined Authority and the Mayoral budget for the financial year 2023/24 based on data from the period April to July</p>	
<b>19. WEST OF ENGLAND COMBINED AUTHORITY AUDIT COMMITTEE ANNUAL REPORT</b>	223 - 238
<p>Annual Report 2022/23 brings together in one document a summary of the work undertaken by the Audit Committee. The production of the report complies with current best practice for audit committees.</p>	

**Next meeting: Friday, 26 January 2024**