

## **West of England Combined Authority Committee and West of England Joint Committee Forward Plan**

Publication date: 3 May 2019

The Forward Plan seeks to anticipate (as far as possible) the decisions to be made by the West of England Combined Authority Committee and Joint Committee during the municipal year ahead. Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The Forward Plan is updated regularly and can be viewed on the West of England Combined Authority website.

The Forward Plan goes beyond the minimum legal requirement for notice of key decisions to be published at least 28 days in advance of the decision-taking meeting, and demonstrates the West of England Combined Authority's commitment to openness and participation in decision making. It also assists the West of England Combined Authority's Overview and Scrutiny Committee in planning their agendas and input to policy formulation and development, and in reviewing the work of the Combined Authority.

For all committee meetings, a formal agenda will be published at a minimum of 5 clear working days before the meeting.

Meetings of the Combined Authority Committee and Joint Committee are scheduled to be held on the following dates in 2019/20:

- \* 14 June 2019 (annual meeting)
- \* 19 July 2019
- \* 4 October 2019
- \* 6 December 2019
- \* 31 January 2020 (budget meeting)
- \* 20 March 2020

<b>FRIDAY 14 JUNE 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE (AGM)</b>		
<p><b>WECA AGM business</b> To consider AGM business, approve constitution updates as necessary, and a revised scheme of delegations</p>	Shahzia Daya, Director of Legal	<a href="mailto:Shahzia.Daya@westofengland-ca.gov.uk">Shahzia.Daya@westofengland-ca.gov.uk</a>
<p><b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>WECA Investment Programme</b> To approve, in light of a prioritisation process carried out in liaison with West of England authorities, an indicative investment programme and to approve feasibility, development or delivery funding for the latest schemes</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Housing Infrastructure Fund (HIF) bid – Bristol Temple Meads to Keynsham Strategic Growth Corridor, A4 / A37</b> To update the committee on the HIF bid and to approve an allocation of funding from the Investment Fund to ensure that the strategic corridor can be delivered (Note: the report submitted on this item may include some exempt information which is not for publication; it is possible that the public may be excluded for part of the meeting whilst this exempt information is discussed)</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>

<p><b>Professional Services Framework</b> To approve the establishment of a professional services framework to support the delivery of the Combined Authority’s capital works programme</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>Future Mobility Zones</b> To update the committee on the Future Mobility Zones outline bid</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>Integrated ticketing proposals</b> To update the committee on integrated ticketing proposals</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>Bus Deal – project development</b> To approve funding for project development and support to manage Bus Deal</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>WECA Adult Education Budget funding allocations</b> To consider/approve proposed adult education funding allocations for the 2019/20 academic year (Note: the report submitted on this item may include some exempt information which is not for publication; it is possible that the public may be excluded for part of the meeting whilst this exempt information is discussed).</p>	Stephen Bashford, Head of Business & Skills	<a href="mailto:Stephen.Bashford@westofengland-ca.gov.uk">Stephen.Bashford@westofengland-ca.gov.uk</a>
<p><b>2018/19 Business Plan annual report</b> To provide the annual assessment of the delivery of the Combined Authority’s Business Plan for 2018/19</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

<b>FRIDAY 14 JUNE 2019 - JOINT COMMITTEE (AGM)</b>		
<b>AGM business report</b> To consider AGM business	Shahzia Daya, Director of Legal	<a href="mailto:Shahzia.Daya@westofengland-ca.gov.uk">Shahzia.Daya@westofengland-ca.gov.uk</a>
<b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>Local Enterprise Partnership (LEP) One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund and to update on other externally funded grant programmes	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>MetroWest - funding decision</b> To agree to progress the next steps for Phase 1B (the Portishead line) of the MetroWest project	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<b>2018/19 Business Plan annual report</b> To provide the annual assessment of the delivery of the Combined Authority's Business Plan for 2018/19	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

<b>19 JULY 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE</b>		
<p><b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Treasury Management Final Outturn report 2018/19</b> To present the Treasury Management Final Outturn report for 2018/19</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>WECA Investment Programme – latest proposals</b> To seek approval for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Mass Transit study</b> To approve funding for the next stage of the Mass Transit study</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>Integrated Transport Authority functions</b> To approve proposals for the delivery of the Combined Authority's transport functions</p>	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<p><b>Workforce for the Future Business Case</b> To seek approval of the business case for the Workforce for the Future programme</p>	Stephen Bashford, Head of Business & Skills	<a href="mailto:Stephen.Bashford@westofengland-ca.gov.uk">Stephen.Bashford@westofengland-ca.gov.uk</a>
<p><b>West of England Cultural Strategy</b> To update the committee on the development of the West of England Cultural Strategy</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

<p><b>Business Plan 2019-20 quarterly progress report</b> To provide the committee with an update on the development on Quarter 1 progress in delivering the 2019-20 Business Plan</p>	<p>Lynda Bird, Head of Performance, Planning and Projects</p>	<p><a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a></p>
<p><b>Local Industrial Strategy</b> To update the committee on the development of the Local Industrial Strategy, to include approval of the Employment and Skills Plan</p>	<p>Jessica Lee, Head of Strategy &amp; Policy</p>	<p><a href="mailto:Jessica.Lee@westofengland-ca.gov.uk">Jessica.Lee@westofengland-ca.gov.uk</a></p>

<b>19 JULY 2019 - JOINT COMMITTEE</b>		
<p><b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>LEP One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>West of England Cultural Strategy</b> To update the committee on the development of the West of England Cultural Strategy</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>
<p><b>Business Plan 2019-20 quarterly progress report</b> To provide the committee with an update on the development on Quarter 1 progress in delivering the 2019-20 Business Plan</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>
<p><b>Local Industrial Strategy</b> To update the committee on the development of the Local Industrial Strategy, to include approval of the Employment and Skills Plan</p>	Jessica Lee, Head of Strategy & Policy	<a href="mailto:Jessica.Lee@westofengland-ca.gov.uk">Jessica.Lee@westofengland-ca.gov.uk</a>

**4 OCTOBER 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

<b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>WECA Investment Programme – latest proposals</b> To seek approval for feasibility, development or delivery funding, and for change requests for projects within the current approved programme	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>2019/20 Business Plan progress report</b> To provide the Quarter 2 assessment of the delivery of the Combined Authority's Business Plan for 2019/20	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

**4 OCTOBER 2019 - JOINT COMMITTEE**

<b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>LEP One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>2019/20 Business Plan progress report</b> To provide the Quarter 2 assessment of the delivery of the Combined Authority's Business Plan for 2019/20	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

**6 DECEMBER 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

<b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>Treasury Management monitoring report – April-September 2019</b> To present the Treasury Management monitoring report for the period April-September 2019	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>WECA Investment Programme – latest proposals</b> To seek approval for feasibility, development or delivery funding, and for change requests for projects within the current approved programme	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>

**6 DECEMBER 2019 - JOINT COMMITTEE**

<b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>LEP One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>West of England Joint Spatial Plan</b> To update the committee regarding the Joint Spatial Plan	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>
<b>Joint Local Transport Plan 4</b> To approve the updated Joint Local Transport Plan following the public consultation that took place in February-March 2019	David Carter, Director of Infrastructure	<a href="mailto:David.Carter@westofengland-ca.gov.uk">David.Carter@westofengland-ca.gov.uk</a>

<b>31 JANUARY 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE – BUDGET MEETING</b>		
<p><b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Mayoral budget setting report 2020/21</b> To approve the budget for the Combined Authority Mayoral functions for 2020/21</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Combined Authority budget 2020/21</b> To approve the 2020/21 budget for the Combined Authority</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Capital Strategy including Treasury Management and Investment Strategies</b> To approve the updated Capital Strategy for the Combined Authority including the Treasury Management and Investment Strategies</p>	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>WECA Investment Programme – latest proposals</b> To seek approval for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>2019/20 Business Plan progress report</b> To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

<b>2020/21 Business Plan</b> To agree the Combined Authority's Business Plan for 2020/21	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>
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<b>31 JANUARY 2020 - JOINT COMMITTEE – BUDGET MEETING</b>		
<p><b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>Revenue budget setting report 2020/21 – LEP and IBB</b> To present the LEP and IBB budget proposals for 2020/21</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>LEP One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p>	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<p><b>2019/20 Business Plan progress report</b> To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>
<p><b>2020/21 Business Plan</b> To agree the Combined Authority's Business Plan for 2020/21</p>	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:Lynda.Bird@westofengland-ca.gov.uk">Lynda.Bird@westofengland-ca.gov.uk</a>

**20 MARCH 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE**

<b>WECA and Mayoral Budget Outturn report</b> To present the latest revenue and capital financial outturn budget monitoring report	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>WECA Investment Programme – latest proposals</b> To seek approval for feasibility, development or delivery funding, and for change requests for projects within the current approved programme	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>

**20 MARCH 2020 - JOINT COMMITTEE**

<b>Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) Budget Outturn</b> To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>
<b>LEP One Front Door Funding Programme</b> To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:Malcolm.Coe@westofengland-ca.gov.uk">Malcolm.Coe@westofengland-ca.gov.uk</a>