

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

Publication date: 19 December 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 current municipal year. 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 for the remainder of the 2019-20 municipal year:

- \* 31 January 2020 (including budget decisions)
- \* 20 March 2020

<b>31 JANUARY 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE – BUDGET MEETING</b>		
<b>Item</b>	<b>Lead officer</b>	<b>Email</b>
<b>WECA and Mayoral budget outturn report</b> To present the latest revenue financial outturn budget monitoring report	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>Mayoral budget setting report 2020/21</b> To approve the budget for the Combined Authority Mayoral functions for 2020/21	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>Combined Authority budget 2020/21</b> To approve the 2020/21 budget for the Combined Authority	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>Capital Strategy including Treasury Management and Investment Strategies 2020/21</b> To present the Capital Strategy for 2020/21 including Treasury Management and Investment Strategies	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>WECA Investment Fund / Programme – latest proposals</b> To seek the latest required approvals 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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>

<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	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:strategy@westofengland-ca.gov.uk">strategy@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:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a>
<b>Update on Climate Change Emergency planning</b> To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority	Jess Lee, Head of Strategy	<a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a>
<b>Report of the Independent Member Remuneration Panel</b> To consider a report of the Independent Member Remuneration Panel	Shahzia Daya, Director of Legal Services	<a href="mailto:DirectorLegal@westofengland-ca.gov.uk">DirectorLegal@westofengland-ca.gov.uk</a>
<b>Mass Transit - next stage</b> Update / to request delegated authority to award a professional services contract once the tender process is completed	David Carter, Director of Infrastructure	<a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a>

<b>31 JANUARY 2020 - JOINT COMMITTEE – BUDGET MEETING</b>		
<b>Item</b>	<b>Lead officer</b>	<b>Email</b>
<b>Local Enterprise Partnership (LEP) revenue 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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>Revenue budget setting report 2020/21 – LEP and Invest Bristol &amp; Bath (IBB)</b> To present the LEP and IBB budget proposals for 2020/21	Malcolm Coe, Director of Investment & Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>West of England Joint Spatial Plan update</b> To update the committee on the position regarding the Joint Spatial Plan in light of the letters received from the Planning Inspectorate following the Examination in Public hearings held in July 2019	David Carter, Director of Infrastructure	<a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a>
<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	Lynda Bird, Head of Performance, Planning and Projects	<a href="mailto:strategy@westofengland-ca.gov.uk">strategy@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:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a>
<b>Update on Climate Change Emergency planning</b> To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority	Jess Lee, Head of Strategy	<a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a>
<b>Mass Transit - next stage</b> Update / to request delegated authority to award a professional services contract once the tender process is completed.	David Carter, Director of Infrastructure	<a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a>

20 MARCH 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE		
Item	Lead officer	Email
<b>WECA and Mayoral budget outturn report</b> To present the latest revenue financial outturn budget monitoring report	Malcolm Coe, Director of Investment and Corporate Services	<a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>WECA Investment Fund / Programme – latest proposals</b> To seek the latest required approvals 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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a>
<b>Adult Education Budget (AEB) 2020/21</b> To approve draft funding allocations for the academic year 2020/21	Stephen Bashford, Head of Business & Skills	<a href="mailto:DirectorBusinessandSkills@westofengland-ca.gov.uk">DirectorBusinessandSkills@westofengland-ca.gov.uk</a>

<b>20 MARCH 2020 - JOINT COMMITTEE</b>		
<b>Item</b>	<b>Lead officer</b>	<b>Email</b>
<b>Local Enterprise Partnership (LEP) revenue 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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@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:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@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 and the subsequent further development of the plan	David Carter, Director of Infrastructure	<a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a>