

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

**2020 - 21**

**PUBLICATION DATE: 5 MAY 2020**

The Forward Plan seeks to anticipate (as far as possible) the decisions to be made by the West of England Combined Authority Committee and the West of England Joint Committee during the 2020/21 municipal year. This update has been prepared in the context of the Combined Authority's response to the Covid-19 pandemic.

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 aims to go beyond the minimum legal requirement for notice of key decisions to be published at least 28 days in advance of the decision-taking meeting. The West of England Combined Authority is committed to openness and participation in decision making and accordingly the Forward Plan includes as much information as possible about decisions expected during the 2020/21 municipal year.

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

This update covers the joint meetings of the Combined Authority Committee and Joint Committee scheduled to be held on the following dates during the 2020-21 municipal year:

- \* 19 June 2020
- \* 9 October 2020
- \* 4 December 2020
- \* 29 January 2021

ITEM	LEAD OFFICER	CONTACT
<p><b>Annual business report</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To consider the annual business report, including any constitutional updates</p>	<p>Shahzia Daya, Director of Legal</p>	<p><a href="mailto:DirectorLegal@westofengland-ca.gov.uk">DirectorLegal@westofengland-ca.gov.uk</a></p>
<p><b>Covid-19 response - June 2020 report</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p> <p>To provide an update on the key actions taken/being progressed by/through WECA in response to Covid-19 including details of any urgent decisions required to be taken by the Chief Executive in consultation with the Mayor, the financial impact of Covid-19, the establishment of the Regional Recovery Taskforce and next steps in supporting the regional recovery.</p>	<p>Patricia Greer, Chief Executive</p>	<p><a href="mailto:ChiefExecutive@westofengland-ca.gov.uk">ChiefExecutive@westofengland-ca.gov.uk</a></p>
<p><b>WECA &amp; Mayoral budget outturn - June 2020 report</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Treasury Management outturn 2019-20</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>

<p>To present the Treasury Management outturn report for 2019-20.</p>		
<p><b>Investment Fund - June 2020 report</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme. This report will also include proposals for re-focusing some priorities in light of the Covid-19 emergency and to re-allocate identified budget headroom within the current investment programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Covid-19 bus recovery plan</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p> <p>To approve the approach to securing the necessary bus services to support any relaxation in travel restrictions, making use of available funding and to give delegated approval to officers to procure and award contracts to achieve this.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>
<p><b>Bus infrastructure investment</b></p> <p><b>Item for WECA Committee – 19 June 2020</b></p> <p>To approve proposals for strategic investment in bus infrastructure. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>

<p><b>West of England Bus Strategy</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To approve and adopt a West of England Bus Strategy. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>
<p><b>West of England Local Cycling, Walking &amp; Infrastructure Plan</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To approve and adopt the West of England Local Cycling, Walking &amp; Infrastructure Plan. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>
<p><b>Strategic Rail Investment</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To update on the progress of the MetroWest programme and future strategic planning, to establish key decisions to support the next stage of the programme and to enact previous committee decisions. Note – the proposals being brought forward form an integral part of the authority’s Covid-19 response.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>
<p><b>Strategic planning - funding and governance</b></p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>

<p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To agree the programme for strategic planning, project governance and funding.</p>		
<p><b>Update on Climate Emergency planning and development of Climate Emergency Action Plan - June 2020 report</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To present an update on collaborative regional climate emergency planning and on the development of the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p><a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a></p>
<p><b>Joint Green Infrastructure Strategy</b></p> <p><b>Item for WECA Committee and Joint Committee – 19 June 2020</b></p> <p>To endorse the Joint Green Infrastructure Strategy.</p>	<p>David Carter, Director of Infrastructure</p>	<p><a href="mailto:DirectorInfrastructure@westofengland-ca.gov.uk">DirectorInfrastructure@westofengland-ca.gov.uk</a></p>
<p><b>Local Enterprise Partnership (LEP) &amp; Invest Bristol and Bath (IBB) revenue budget outturn - June 2020 report</b></p> <p><b>Item for Joint Committee – 19 June 2020</b></p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>

<p><b>Local Enterprise Partnership One Front Door funding programme - June 2020 report</b></p> <p><b>Item for Joint Committee – 19 June 2020</b></p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Covid-19 response - October 2020 report</b></p> <p><b>Item for WECA Committee – 9 October 2020</b></p> <p>To provide a further update on the key actions taken/being progressed by/through WECA in response to Covid-19.</p>	<p>Patricia Greer, Chief Executive</p>	<p><a href="mailto:ChiefExecutive@westofengland-ca.gov.uk">ChiefExecutive@westofengland-ca.gov.uk</a></p>
<p><b>WECA &amp; Mayoral budget outturn - October 2020 report</b></p> <p><b>Item for WECA Committee – 9 October 2020</b></p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Investment Fund - October 2020 report</b></p> <p><b>Item for WECA Committee – 9 October 2020</b></p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>

<p><b>Appointment of Returning Officer for the 2021 Combined Authority election</b></p> <p><b>Item for WECA Committee – 9 October 2020</b></p> <p>To appoint the Returning Officer for the 2021 Combined Authority election.</p>	<p>Shahzia Daya, Director of Legal</p>	<p><a href="mailto:DirectorLegal@westofengland-ca.gov.uk">DirectorLegal@westofengland-ca.gov.uk</a></p>
<p><b>Report of the Independent Remuneration Panel</b></p> <p><b>Item for WECA Committee – 9 October 2020</b></p> <p>To consider the report of the Independent Remuneration Panel.</p>	<p>Shahzia Daya, Director of Legal</p>	<p><a href="mailto:DirectorLegal@westofengland-ca.gov.uk">DirectorLegal@westofengland-ca.gov.uk</a></p>
<p><b>Update on Climate Emergency planning and Climate Emergency Action Plan - October 2020 report</b></p> <p><b>Item for WECA Committee and Joint Committee – 9 October 2020</b></p> <p>To present an update on collaborative regional climate emergency planning and to approve the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p><a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a></p>
<p><b>Local Enterprise Partnership (LEP) &amp; Invest Bristol and Bath revenue budget outturn - October 2020 report</b></p> <p><b>Item for Joint Committee – 9 October 2020</b></p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>

<p><b>Local Enterprise Partnership One Front Door funding programme - October 2020 report</b></p> <p><b>Item for Joint Committee – 9 October 2020</b></p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>WECA &amp; Mayoral budget outturn - December 2020 report</b></p> <p><b>Item for WECA Committee – 4 December 2020</b></p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Investment Fund - December 2020 report</b></p> <p><b>Item for WECA Committee – 4 December 2020</b></p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
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<p><b>Local Enterprise Partnership One Front Door funding programme - December 2020 report</b></p> <p><b>Item for Joint Committee – 4 December 2020</b></p> <p>To consider any latest approvals required, or change requests, in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>WECA &amp; Mayoral budget outturn - January 2021 report</b></p> <p><b>Item for WECA Committee – 29 January 2021</b></p> <p>To present the latest revenue financial outturn budget monitoring report.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Mayoral budget setting report 2021-22</b></p> <p><b>Item for WECA Committee – 29 January 2021</b></p> <p>To approve a budget for the West of England Combined Authority Mayoral functions for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Combined Authority budget 2021-22</b></p> <p><b>Item for WECA Committee – 29 January 2021</b></p> <p>To approve the Combined Authority budget for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Capital Strategy report</b></p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>

<p><b>Item for WECA Committee – 29 January 2021</b></p> <p>To approve the authority’s Capital Strategy, including the Treasury Management Strategy and Investment Strategy.</p>		
<p><b>Investment Fund - January 2021 report</b></p> <p><b>Item for WECA Committee – 29 January 2021</b></p> <p>To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Business Plan 2021-22</b></p> <p><b>Item for WECA Committee and Joint Committee – 29 January 2021</b></p> <p>To approve the 2021-22 Business Plan.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p><a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a></p>
<p><b>Update on Climate Emergency planning and Climate Emergency Action Plan - January 2021 report</b></p> <p><b>Item for WECA Committee and Joint Committee – 29 January 2021</b></p> <p>To present an update on collaborative regional climate emergency planning and on progress in implementing the Climate Emergency Action Plan for the region.</p>	<p>Jessica Lee, Head of Strategy and Policy</p>	<p><a href="mailto:strategy@westofengland-ca.gov.uk">strategy@westofengland-ca.gov.uk</a></p>

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<p><b>Revenue budget setting report 2021-22 - Local Enterprise Partnership (LEP) &amp; Invest Bristol and Bath (IBB)</b></p> <p><b>Item for Joint Committee – 29 January 2021</b></p> <p>To approve the budget in respect of the LEP and IBB for 2021-22.</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>
<p><b>Local Enterprise Partnership One Front Door funding programme - January 2021 report</b></p> <p><b>Item for Joint Committee – 29 January 2021</b></p> <p>To consider any latest approvals required or change requests in connection with the programme (funded through the Local Growth Fund / Economic Development Fund).</p>	<p>Malcolm Coe, Director of Investment and Corporate Services</p>	<p><a href="mailto:DirectorInvestmentandCorporate@westofengland-ca.gov.uk">DirectorInvestmentandCorporate@westofengland-ca.gov.uk</a></p>