

Decisions taken by West Yorkshire Combined Authority

DATE OF MEETING:	Thursday, 29 June 2017
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CIRCULATION:	Members of the WYCA Overview & Scrutiny Committee
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Agenda Item No.	Subject/Title of Report	Decision(s)
1	Membership of West Yorkshire Combined Authority	<p>Resolved:</p> <p>(a) That the members and substitute members of WYCA appointed by the Constituent Councils and Non-Constituent Council, as set out in the appendix to the report be noted.</p> <p>(b) That the continuing appointment of Roger Marsh as the LEP Member of WYCA, and Bob Cryan as substitute LEP Member, to act in the absence of the LEP Member, be confirmed.</p> <p>(c) That the LEP Member and the Non-Constituent Council Member may vote at any meetings of WYCA (including any committee or sub-committee to which those members are appointed) on any decision, subject to the following exceptions:-</p> <ul style="list-style-type: none"> • budget and levy setting; and • the adoption of any implementation plans appended to the Single Transport Plan which relate specifically to the combined area (that is, West Yorkshire). <p>(d) That the substitutes for the LEP Member and the Non-Constituent Council Member may exercise the voting rights granted to the LEP Member and the Non-Constituent Council Member when acting in the absence of their respective member.</p>
2	Appointment of the Chair and Vice	Resolved:

	Chair of the West Yorkshire Combined Authority	<p>(a) That Councillor Peter Box be appointed as Chair of the Authority.</p> <p>(b) That Councillor Tim Swift be appointed as Vice Chair of the Authority.</p>
6	Minutes of the meeting held on 6 April 2017	Resolved: That the minutes of the meeting of WYCA held on 6 April 2017 be approved and signed by the Chair.
7	Revised Committee Arrangements and Appointments	<p>Resolved:</p> <p>(a) That, in relation to appointment of committees –</p> <p>(i) That the following committees be appointed, each with the terms of reference set out in the relevant Appendix:</p> <ul style="list-style-type: none"> • Governance & Audit Committee (Appendix 1) • Leeds City Region Partnership Committee (Appendix 2) • Overview & Scrutiny Committee (Appendix 3) • Transport Committee (Appendix 4) • West Yorkshire & York Investment Committee (Appendix 5) <p>(ii) That the following committees be appointed, each with the terms of reference set out in the relevant Appendix, with effect from 1 September 2017:</p> <ul style="list-style-type: none"> • Business Innovation & Growth Panel (Appendix 6) • Employment & Skills Panel (Appendix 7) • Green Economy Panel (Appendix 8) • Land & Assets Panel (Appendix 9)

		<p>(b) That, in relation to appointment of committee members –</p> <p>(i) That in accordance with S17 Local Government and Housing Act 1989 the Authority appoint the following of its members to:</p> <ul style="list-style-type: none"> • the Transport Committee and West Yorkshire and York Investment Committee as set out in the Appendix 10, and • the LCR Partnership Committee as follows: <ul style="list-style-type: none"> - each of the 5 WYCA Members individually appointed by each constituent council, and - the non-constituent council WYCA Member. • Business Innovation and Growth Panel, Employment and Skills Panel, Land and Assets Panel as set out in Appendix 11, these appointments to be of effect from 1 September 2017. <p>(ii) That the Authority appoints its members to the Governance and Audit Committee, as set out in Appendix 10, together with Andy Clayton as an independent member of the Governance and Audit Committee.</p> <p>(iii) That the Authority appoints members to the Overview & Scrutiny Committee as set out in Appendix</p> <p>10.</p> <p>(iv) That the Authority co-opt members to:</p> <ul style="list-style-type: none"> • the Transport Committee as set out in the attached Appendix 10; • the LCR Partnership Committee as
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		<p>set out in paragraph 2 of the report, including substitute arrangements for those members;</p> <ul style="list-style-type: none"> • the West Yorkshire and York Investment Committee as set out in paragraph 2 of the report; and • the new Panels as set out in Appendix 11, with appointments to be of effect from 1 September 2017. <p>(c) That, in relation to voting rights for committee members –</p> <ul style="list-style-type: none"> (i) it be noted that each member of a constituent council appointed to the Overview and Scrutiny Committee will have one vote. (ii) that any non-constituent council member co-opted to the Overview and Scrutiny Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee). (iii) that the independent member of the Governance and Audit Committee shall be a voting member of that committee. (iv) that all co-opted members of the LCR Partnership Committee shall be voting members of that committee. (v) that any constituent council member of the Transport Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee). (vi) that any constituent council member or non-constituent council member on the West Yorkshire and York Investment committee shall be a voting member of that committee
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		<p>(and of any sub-committee to which they may be appointed by that committee).</p> <p>(vii) that each of the following members to be appointed to the new advisory Panels with effect from 1 September 2017 shall be a voting member:</p> <ul style="list-style-type: none"> • each member co-opted from a local authority; and • each private sector representative. <p>(d) That WYCA appoints a Chair and Deputy Chair to each committee, as set out in Appendix 10 and 11, any such appointment in respect of any new advisory Panel to be of effect from 1 September 2017.</p> <p>(e) That Ian Brown and Carolyn Lord continue as Independent Persons available to act in relation to complaints concerning allegations of a breach of WYCA's Members' Code of Conduct on the existing terms for remuneration until WYCA's annual meeting in 2018.</p>
8	WYCA Representation on Outside Bodies	<p>Resolved:</p> <p>That the following appointments to outside bodies for the municipal year 2017/18 be approved:</p> <p>(a) That the governance arrangements for Transport for the North and Rail North Ltd are subject to change, when TfN is established as a Strategic Transport Body.</p> <p>(b) That, subject to (a) above, that the appointments be made to the outside bodies for the municipal year 2017/18 as detailed in the attached Appendix.</p>
9	Officer Scheme of Delegation	<p>Resolved: That the amended Officer Delegation Scheme, as shown in Appendix 1 of the submitted report, be approved.</p>
10	Governance Arrangements	<p>Resolved:</p>

		<p>(a) That the following Standing Orders, as set out in the relevant appendices to the submitted report, be approved:</p> <ul style="list-style-type: none"> • Procedure Standing Orders – Appendix 1 • Access to Annex to the Procedure Standing Orders – Appendix 2 • Code of Practice for recording meetings – Appendix 3 • Scrutiny Standing Orders – Appendix 4 • Contracts Standing Orders – Appendix 5 • Financial Regulations – Appendix 6 <p>(b) That the Members’ Code of Conduct attached as Appendix 7 and the Procedure for Considering Complaints against Members attached at Appendix 8 to the submitted report be approved.</p> <p>(c) That the Head of Legal and Governance Services be delegated authority to amend the quorum of any of the new Panels, in the event of any vacancies arising.</p>
11	Code of Corporate Governance	<p>Resolved:</p> <p>(a) That the revised Corporate Governance Code and Framework be approved.</p> <p>(b) That the Annual Governance Statement be endorsed.</p>
12	Members' Allowances Scheme	<p>Resolved: That the revised Members Allowances Scheme, attached as an Appendix to the submitted report, be adopted for the municipal year 2017/18.</p>
13	Calendar of Meetings 2017/18	<p>Resolved: That the Calendar of Meetings for 2017/18 be approved.</p>
14	Capital Spending & Project Approvals	<p>(p) In respect of Better Homes Activity 6 (Delivery) – Change Request –</p> <p>(i) That the exception that Year 1-3 baseline targets in respect of the following KPIs for the Better Homes programme be approved:</p>

		<ul style="list-style-type: none"> • Target number of homes improved revised from 12,000 to 3,580 • Suspension of marketing and assessment targets • Revise target apprenticeships created, to apprenticeships supported • That the Better Homes Yorkshire KPIs are updated in accordance with Schedule 11 of the Framework Agreement. <p>(q) That in respect of Wakefield Civic Quarter - Activity 6 (Delivery) – Change Request the following exception be approved:</p> <ul style="list-style-type: none"> • That a condition of the approved £1.1m grant for the Wakefield Civic Quarter project is that it is repaid (to a maximum amount of £1,1m) from a 50:50 share of any disposal proceeds. If the disposal involves a complex funding package and a lesser share is proposed, a further exception report will be prepared for the Investment Committee. <p>(r) That in respect of Highways Maintenance Block and Highways Incentive Funding expenditure to the Districts of £25.971m for the Highways Maintenance Block and £2.432m for the Highways Incentive Funding, which will be funded from the DfT's allocation to WYCA be approved.</p>
14	Business Growth Programme	<p>(k) In respect of the Business Growth Programme - Decision Point 2 (Case Paper) -</p> <p>(i) That the Business Growth Programme proceeds through Decision Point 2 and the work commences on Activity 5 (Full Business Case with Finalised Costs).</p> <p>(ii) That an indicative approval to the total scheme value of £9m be given,</p>

		<p>with ultimate approval to spend being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That the future approval at Decision Point 5 be made through a delegation to WYCA's Managing Director following consideration and a recommendation by Investment Committee. This Approval Route will be subject to the scheme remaining within the tolerances outlined above.</p>
14	Rail Park & Ride Package (Phase 2a)	<p>(e) In respect of Rail Park and Ride Phase 2 – Decision Point 2 (Case Paper) -</p> <p>(i) That the Rail Park and Ride Phase 2 programme proceeds through Decision Point 2 and the work commences by the individual schemes on Activity 4 (Full Business Case).</p> <p>(ii) That an indicative approval be given to the total programme value of £12.5m with ultimate approval to spend being granted once the individual schemes have progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs). This will be funded through WY+TF funds re-profiled from Phase 1 of Rail Park and Ride.</p> <p>(iii) That development costs of £477,100 in order to progress the schemes to Decision Point 4 be approved.</p> <p>(iv) That the individual schemes return to Investment Committee and WYCA for approval at Decision Point 4 (Full Business Case) where the proposed Approval Route for Decision Point 5 through a delegation to WYCA's Managing Director will be confirmed.</p>

		This Approval Route will be subject to the schemes remaining within the tolerances outlined above.
14	LCR Flood Alleviation for Growth Programme	<p>g) In respect of the LCR Flood Alleviation for Growth Programme - Decision Point 2 (Case Paper) -</p> <p>(i) That the Leeds City Region Flood Alleviation for Growth Programme proceeds through Decision Point 2 and the work by the individual schemes commences on Activity 3 (Outline Business Case).</p> <p>(ii) That an indicative approval to WYCA's remaining £12.2m contribution to the total programme value of £77m be given, with ultimate approval to spend being granted once the schemes have progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That the individual schemes return to Investment Committee for consideration and WYCA for approval at Decision Point 3 (Outline Business Case) or Decision Point 4 (Full Business Case), based on the level of detail produced by the Environment Agency business case process. At this stage individual Assurance Pathways and Approval Routes will be set for each scheme.</p>
14	Corridor Improvement Programme	<p>(h) In respect of the Corridor Improvement Programme - Decision Point 2 (Case Paper) -</p> <p>(i) That the Corridor Improvement Programme, Phase 1 proceeds through Decision Point 2 and the work commences on the 13 individual schemes on Activity 3 (Outline Business Case).</p>

		<p>(ii) That an indicative approval to the Phase 1 programme value of £67.8m be given, with ultimate approval to spend being granted once the individual schemes have progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That development costs of £4,482,500 in order to progress the 13 individual schemes in Phase 1 to Decision Point 3 (Outline Business Case) to be funded from the WT+TF be approved. This will include £0.408m of WYCA Programme Management costs. That WYCA enter into a Funding Agreement:</p> <ul style="list-style-type: none"> • with Bradford for expenditure of up to £1.245m; • with Calderdale for expenditure of up to £0.430m; • with Kirklees for expenditure of up to £0.800m; • with Leeds for expenditure of up to £1.525; and • with Wakefield for expenditure of up to £0.075. <p>(iv) That the individual schemes return to Investment Committee (for recommendation) and WYCA (for approval) at Decision Point 3 (Outline Business Case). As part of this approval, individual assurance pathways and Approval Routes will be set for each scheme.</p>
14	Digital Sector Soft Landing Scheme	<p>(j) In respect of the Digital Sector Soft Landing Scheme - Decision Point 2 (Case Paper) -</p> <p>(i) That the Digital Sector Soft Landing Scheme proceeds through Decision Point 2 and the work commences on Activity 5 (Full Business Case with Finalised Costs).</p>

		<p>(ii) That an indicative approval to the total scheme value of £1m be given, with ultimate approval to spend being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That the future approval at Decision Point 5 be made through a delegation to WYCA's Managing Director following consideration and a recommendation by Investment Committee. This Approval Route will be subject to the scheme remaining within the tolerances outlined above.</p>
14	Bradford Forster Square Station Gateway	<p>(l) In respect of Bradford Forster Square Station Gateway - Decision Point (Outline Business Case) -</p> <p>(i) That the Bradford Forster Square Station Gateway project proceeds through Decision Point 3 and the work commences on Activity 4 (Full Business Case).</p> <p>(ii) That an indicative approval to the total project value of £17.311m be given (which includes a £17.061m contribution for WY+TF), with ultimate approval to spend being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That development costs of £3,671,314 to be funded from the WY+TF in order to progress the scheme to Decision Point 4 (Full Business Case) be approved. That WYCA issues an addendum to the existing Funding Agreement with Bradford Council for expenditure of up to £3,671,314.</p>

		<p>(iv) That the scheme returns to Investment Committee (for recommendation) and WYCA (for approval) at Decision Point 4, with the intention that approval at Decision Point 5 (Full Business Case with Finalised Costs) be made through the delegation to WYCA's Managing Director, subject to the scheme remaining within the tolerances confirmed at Decision Point 4.</p>
14	Elland Station Package	<p>(f) In respect of Elland Station (Calder Valley Line) - Decision Point 2 (Case Paper) –</p> <p>(i) That the Elland Station Package scheme replace the Calder Valley Line Enhancement scheme within the WY+TF.</p> <p>(ii) That the Elland Station project proceeds through Decision Point 2 and the work commences on Activity 3 (Outline Business Case).</p> <p>(iii) That an indicative approval to the total project value of £22.036m be given, with ultimate approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iv) That development costs of £884,748 be approved in order to progress the scheme to Decision Point 3, and that WYCA enter into a Funding Agreement with Calderdale Council for expenditure of up to £834,748 to be funded from the WY+TF. The remaining £50,000 will be funded directly by Calderdale Council.</p> <p>(v) That the future approvals at Decision Point 3 and Decision Point 5 be made through a delegation to WYCA's</p>

		Managing Director. This Approval Route will be subject to the scheme remaining within the tolerances outlined above. The scheme will return to Investment Committee and WYCA at Decision Point 4 (Full Business Case).
14	Leeds Bradford Airport Station	<p>(b) In respect of Leeds Bradford Airport Station - Decision Point 2 (Case Paper) -</p> <p>(i) That the Leeds Bradford Airport Rail Station Scheme proceeds through Decision Point 2 and commences work on Activity 3 (Outline Business Case).</p> <p>(ii) That an indicative approval to the total programme value of £25.0m be given with ultimate approval to spend being granted only once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That development costs of £0.50m from the Leeds Public Transport Investment Programme for the development of the scheme be approved.</p> <p>(iv) That the future approvals at Decision Point 3 & Decision Point 4 (Full Business Case) are made through a delegation to WYCA's Managing Director, with the scheme returning to Investment Committee and WYCA at Decision Point 5.</p>
14	Rail Park and Ride Package Phase 1 - Knottingley	<p>(d) In respect of Knottingley Rail Station P&R – Decision Point 2 (Case Paper) -</p> <p>(i) That the Knottingley Rail Station Park and Ride project proceeds through Decision Point 2 and the work commences on Activity 4 (Full Business Case).</p>

		<p>(ii) That an indicative approval be given to the total project value of £1.78m with ultimate approval to spend being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That development costs of £474,259 in order to progress the scheme to Decision Point 4 to be funded from the WY+TF be approved.</p> <p>(iv) That the future approvals at Decision Point 4 are made through a delegation to WYCA's Managing Director following consideration and recommendation by Investment Committee. Approval at Decision Point 5 will be made through the delegation to WYCA's Managing Director. This Approval Route will be subject to the scheme remaining within the tolerances outlined above.</p>
14	ULEV Taxi Scheme	<p>(c) In respect of ULEV Taxi Scheme - Decision Point 2 (Case Paper) -</p> <p>(i) That the ULEV Taxi Scheme proceeds through Decision Point 2 and the work commences on Activity 5: (Full Business Case with Finalised Costs).</p> <p>(ii) That an indicative approval to the total project value of £3.180m be given, with ultimate approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That development costs of £25,000 in order to progress the scheme to Decision Point 5 (Full Business Case with Finalised Costs) from the OLEV grant be approved.</p>

		<p>(iv) That the future approvals at Decision Point 5 are made through a delegation to WYCA's Managing Director. This Approval Route will be subject to the scheme remaining within the tolerances outlined above.</p>
14	Tackling Fuel Poverty Programme - Phase 4 (Calderdale and Kirklees)	<p>(o) In respect of Tackling Fuel Poverty Phase 4 - Decision Point 5 (Full Business Case with Finalised Costs) -</p> <p>(i) That the reduction of LGF investment of Phase 1 of the Tackling Fuel Poverty Programme from £2,857,177 to £2,709,000, due to the withdrawal of the Calderdale Almshouse scheme be approved.</p> <p>(ii) That Phase 4 of the Tackling Fuel Poverty Programme for delivery in targeted areas of Calderdale and Kirklees to progress from Activity 5 (FBC with Finalised Costs) to Activity 6 (Delivery) be approved. The reduction of Phase 1, together with the inclusion of Phase 4 projects, brings the total LGF investment in the Tackling Fuel Poverty Programme to £6m. This is in line with the indicative budget noted in the report to November 2016 Investment Committee.</p> <p>(iii) That WYCA funding of £1,007,800 be approved and that WYCA enters into a Funding Agreement with Kirklees for expenditure of up to £500,000 and with Calderdale for expenditure of up to £507,800, and that WYCA authorise delegation to the Managing Director to finalise the agreements.</p>
14	Strategic Inward Investment Fund	<p>(i) In respect of the Strategic Inward Investment Fund - Decision Point 2 (Case Paper) -</p>

		<p>(i) That the Leeds City Region Strategic Inward Investment Fund proceeds through Decision Point 2 and the work commences on Activity 5 (Full Business Case with Finalised Costs).</p> <p>(ii) That an indicative approval to the total scheme value of £12.45m Strategic Inward Investment Fund be given, with ultimate approval to spend being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That the future approvals at Decision Point 5 be made through a delegation to WYCA's Managing Director following consideration and a recommendation by Investment Committee. This Approval Route will be subject to the scheme remaining within the tolerances outlined above.</p>
14	LEP Loan - Gateway 45	<p>(m) In respect of LEP Loan - Gateway 45 – Decision Point 4 (Full Business Case) -</p> <p>(i) That the Gateway 45 loan proceeds through Decision Point 4 and the work commences on Activity 5 (Full Business Case with Finalise costs).</p> <p>(ii) That an indicative approval to the total loan value of £3.3m be given, with ultimate approval to the loan being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That Leeds City Council are instructed that the current charge held as security for the earlier £3m LEP loan is released and imposed solely on part of the site.</p> <p>(iv) That the approval of the loan</p>

		<p>agreement at Decision Point 5 be made through the delegation to WYCA's Managing Director, subject to the scheme remaining within the tolerances set out above.</p>
14	LEP Loan - Fresh Pastures	<p>(n) In respect of LEP Loan – Fresh Pastures - Decision Point 4 (Full Business Case) -</p> <p>(i) That the Fresh Pastures loan proceeds through Decision Point 4 and the work commences on Activity 5 (Full Business Case with Finalised costs).</p> <p>(ii) That an indicative approval to the total loan value of £0.8m be given, with ultimate approval to the loan being granted once the project has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).</p> <p>(iii) That the approval of the loan agreement at Decision 5 be made through the delegation to WYCA's Managing Director, subject to the scheme remaining within the tolerances set out above.</p>
14	Leeds Public Transport Improvement Programme	<p>(a) In respect of the Leeds Public Transport Investment Programme and (LPTIP) - Decision Point 2 (Case Paper) -</p> <p>(i) That the Leeds Public Transport Investment Programme proceeds through Decision Point 2 and the work commences on Activity 3: Outline Business Case on each of the project's identified work streams within the programme.</p> <p>(ii) That an indicative approval be given to the total programme value of £183.266m, with ultimate approval to spend being granted once the individual schemes have progressed through the Assurance Process to</p>

		<p>Decision Point 5.</p> <p>(iii) That approval is given to WYCA's contribution of £0.966m. This will be funded from the remainder of the WYCA funding, which had previously been approved for use on the NGT Project.</p> <p>(iv) That development costs of £15.310m from the DfT's £173.500m contribution for the development of the programme be approved, and that WYCA enter into a Funding Agreement with Leeds City Council for expenditure of up to £11.535m.</p> <p>(v) That individual schemes within the programme are brought forward through the Assurance Process along their own Assurance Pathway.</p> <p>(vi) That the Assurance Pathway, Approval Route and Approval Tolerance for the Programme are approved.</p>
15	WYCA Corporate Plan 2017/18	Resolved: That the Corporate Plan 2017/18 be endorsed.
16	HS2 Growth Strategy	Resolved: That a Leeds City Region HS2 Connectivity Strategy be developed and that oversight of this development be delegated to the Transport Committee.
17	Transport for the North	<p>Resolved:</p> <p>(a) That progress on WYCA's road and rail priorities for Transport for the North including the Northern Powerhouse Rail network be noted.</p> <p>(b) That Transport for the North's work to consider connectivity improvements across the Central Corridor be endorsed.</p> <p>(c) That the recommendations from the East-West Trans-Pennine corridor study be provided as an input into Transport for the</p>

		North's further work on the Central Corridor.
18	A Clearer West Yorkshire Combined Authority Brand Identity	Resolved: That the recommendations in the report were not accepted and the organisational rebranding be deferred to a future meeting in the context of a wider devolution agreement.
19	WYCA Accommodation Options	Resolved: That Option D of retaining and investing in Wellington House, until its value rises sufficiently to get a return on the investment, is progressed to a detailed design, costs and plan, and that any constraints in the building could be overcome. That an immediate sum of up to £100k is made available from reserves to progress this work which will be subject to the WYCA Project Assurance processes.
20	European Structural and Investment Funds (ESIF) - Sustainable Urban Development (SUD)	Resolved: That the SUD Call, to be published by the Managing Authority in July 2017, be approved.