

## **OVERVIEW AND SCRUTINY COMMITTEE**

**MEETING TO BE HELD AT 10.30 AM ON WEDNESDAY, 15 NOVEMBER 2017  
IN COMMITTEE ROOM A, WELLINGTON HOUSE, 40-50 WELLINGTON STREET,  
LEEDS**

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### **A G E N D A**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. EXCLUSION OF THE PRESS AND PUBLIC**
- 4. MINUTES OF THE MEETING HELD ON 20 SEPTEMBER 2017**  
(Pages 1 - 6)
- 5. BUSINESS PLANNING & BUDGET 2018/19**  
(Pages 7 - 16)
- 6. DEVOLUTION**  
A verbal update will be given.
- 7. FORWARD PROGRAMME OF WORK**  
(Pages 17 - 18)
- 8. FEEDBACK FROM OVERVIEW & SCRUTINY WORKING GROUPS**  
Verbal updates will be given.
- 9. ITEMS FOR FEEDBACK TO WYCA**
- 10. ITEMS FOR INFORMATION**
  - (a) DRAFT MINUTES OF THE TRANSPORT COMMITTEE MEETING  
HELD ON 8 SEPTEMBER 2017**  
(Pages 19 - 24)

**(b) DRAFT MINUTES OF THE WYCA MEETING HELD ON 5 OCTOBER  
2017**

(Pages 25 - 36)

**Signed:**

A handwritten signature in black ink, appearing to read "A. Taylor", with a small dot at the end.

**WYCA Director Resources**



**MINUTES OF THE MEETING OF THE  
OVERVIEW AND SCRUTINY COMMITTEE  
HELD ON WEDNESDAY, 20 SEPTEMBER 2017 AT WELLINGTON HOUSE, 40-50  
WELLINGTON STREET, LEEDS LS1 2DE**

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**Present:**

Councillor Robert Light (Chair)  
Councillor Stephen Baines  
Councillor Jenny Brooks  
Councillor Sonja Crisp  
Councillor Ian Cuthbertson  
Councillor Patrick Davey  
Councillor Michael Ellis  
Councillor Dot Foster  
Councillor Peter Harrand  
Councillor Paul Kane  
Councillor Elizabeth Rhodes  
Councillor Fozia Shaheen  
Councillor Rosie Watson

Kirklees Council  
Calderdale Council  
City of York Council  
City of York Council  
City of York Council  
Leeds City Council  
Bradford Council  
Calderdale Council  
Leeds City Council  
Kirklees Council  
Wakefield Council  
Bradford Council  
Bradford Council

**In attendance:**

Councillor Erin Hill  
Kate McNicholas  
Ruth Redfern  
Angela Taylor  
James Flanagan  
Ruth Chaplin

Kirklees Council (to minute 5 only)  
Bradford Council (to minute 5 only)  
WYCA (to minute 5 only)  
WYCA  
WYCA  
WYCA

**1. Apologies for Absence**

Apologies for absence were received from Councillors J Baker, A Cooper, K Groves, G Isherwood and M Isherwood.

**2. Declarations of Interest**

Councillor Ellis declared an interest as he is a member of the Regional Flood and Coastal Committee and Airedale Drainage Commission.

### **3. Exclusion of the Press and Public**

There were no items on the agenda requiring exclusion of the press and public.

### **4. Minutes of the Meeting held on 28 April 2017**

**Resolved:** That the minutes of the meeting held on 28 April 2017 be approved and signed by the Chair.

### **5. Inclusive Growth**

The Committee considered a report on the progress made by the Inclusive Growth Project.

Ruth Redfern the Project Director for Inclusive Growth, Councillor Erin Hill, Kirklees Council and Kate McNicholas, Bradford Council attended the meeting and provided members with an overview and update on the project.

It was noted that a Virtual Team, Core Group, Steering Inclusive Growth Group and an Inclusive Growth Champions Group had been established. Members discussed the details of the work programme and, in welcoming the themes of work and vision of the project, made the following comments:

- Don't keep to local authority focus - encourage private sector to be more involved.
- People have different aspirations and expectations – need to inspire them in different ways.
- Focus on areas of deprivation.
- Look at issues of workforce and management eg. filling vacancies as staff are promoted.
- Heard about what has been done in the work programme – but what has been learnt from it?
- Would like more information on the metrics - how Inclusive Growth is being measured.
- Need to make people feel valued and break the stigma of unemployment.
- Can the apprenticeship levy be used to help?

It was noted that the District Council Leaders were provided with regular feedback and members were asked to contact Ruth Redfern if they, or any colleagues, wished to be involved in the project.

The Committee thanked Councillor Hill, Kate McNicholas and Ruth Redfern for the comprehensive overview and discussion and asked that an update on the impact and outcomes of the project be provided at a future meeting.

**Resolved:** That an update on the impact and outcomes of the Inclusive Growth project be provided at a future meeting.

## **6. Loan to Oxford GB2 (Leeds Hilton)**

The Committee considered the calling in of the Loan to Oxford GB2 (Leeds Hilton) project for scrutiny.

It was proposed that a task and finish group, led by the Chair, undertakes a review of the project and members agreed the proposed lines of questioning which were attached at Appendix 1 to the submitted report. Membership of the group would comprise Councillors Baker, Cuthbertson, Davey, Harrand and Light.

**Resolved:** That a task and finish group be established to consider the questions as set out in Appendix 1 of the submitted report in respect of the Oxford GB2 loan.

## **7. WYCA Office Accommodation**

The Committee considered a report which provided an update in respect of the WYCA Head Office Accommodation Project

The report outlined the preferred option to refurbish Wellington House which had been endorsed by WYCA and approval given to progress to a detailed design, costs and plan. The scope and parameters of the feasibility work and the next steps for the project were discussed and the need for a clear programme of maintenance for the building once refurbished was highlighted. The need to establish success criteria for the project with respect to productivity was also discussed. Members were invited to tour the building at the conclusion of the meeting.

**Resolved:** That the report be noted.

## **8. Forward Programme of Work**

The Committee considered a work programme for the coming year.

Members discussed a proposed forward plan of work for 2017/18 and agreed that budgets/funding would be considered at the meeting to be held on 15 November 2017. Other possible items for future meetings include:

- Flood alleviation (follow up actions from the report)
- Branding
- Transport for the North
- Performance/achievement against corporate plan.

The Committee was advised that the programme could be supplemented by further items as they were identified during the year and additional meetings could also be arranged on an ad hoc basis.

It was proposed that the forward plan of work be considered and updated at each meeting and WYCA's forward plan would be provided for information. Other standard items on each agenda would include Devolution, items for information and items for reporting back to WYCA. Members had previously requested a single item agenda meeting on devolution when full details of an offer are available and this will be scheduled as required.

It was agreed that the SEP Delivery and Transport Plan Delivery Task & Finish Groups should continue during 2017/18 with the following members:

Transport Strategy

Councillor Ian Cuthbertson  
Councillor Mike Ellis  
Councillor Dot Foster  
Councillor Peter Harrand

Strategic and Economic

Councillor Stephen Baines  
Councillor Kim Groves  
Councillor Paul Kane  
Vacancy

A nomination for the vacancy on the SEP Delivery Task & Finish Group would be sought.

**Resolved:**

- (i) That the Forward Programme of work be amended.
- (ii) That the membership of the Task & Finish Groups be noted.

**9. Items for Feedback to WYCA**

There were no items to feedback to WYCA.

**10. Items for Information**

**(a) Draft Minutes of the WYCA meeting held on 3 August 2017**

**Resolved:** That the draft minutes of the WYCA meeting held on 3 August 2017 be noted.

**11. Devolution**

The Committee was provided with an update on the latest position in respect of devolution discussions.

It was reported that meetings had been held over the summer between Yorkshire Leaders, of which 17 had confirmed their commitment to the progression of a "One Yorkshire" devolution deal with Government and that a meeting with the Secretary of State was being sought.

The Committee agreed that there should be consultation with the District Councils and the public should a deal be forthcoming. Members had previously requested a single item agenda meeting on devolution when full details of a deal are available and this will be scheduled as required.

**Resolved:** That the update on devolution discussions be noted.

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**Director and Author:** Angela Taylor, Director of Resources



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**Report to:** Overview and Scrutiny Committee

**Date:** 15 November 2017

**Subject:** Business planning and budget 2018/19

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## **1. Purpose**

- 1.1 To advise the Overview and Scrutiny Committee of the work underway to progress business and budget planning for 2018/19.
- 1.2 To provide further information on the key performance indicators and the 'cliff edge' situation on business support and skills funding which is at risk from 1 April 2018.

## **2. Information**

### **Budget process**

- 2.1 The budget for 2017/18 was set at the meeting in February 2017 where a one year position was agreed, recognising that significant organisational change was still underway that would need to be further developed during the year. The transport levy was cut by £1m, with a plan to reduce expenditure across a number of budget heads and utilise reserves to enable a balanced budget. It was recognised that there were considerable financial pressures facing WYCA, in common with the local authorities, in the coming years and that a robust three year medium term strategy would need to be developed.
- 2.2 Work is now underway to identify the key strategic objectives for 2018/19 and successive years and ensure that the available budgets and funding are aligned with these. It is proposed to bring the outline 2018/19 corporate plan and detailed budget figures to the WYCA meeting of 14 December to then enable the full budget for 2018/19 to be approved at the meeting of 1 February, in line with the legislative requirements.

### **Performance indicators**

- 2.3 A corporate plan [http://www.westyorks-ca.gov.uk/uploadedFiles/Content/What\\_We\\_Do/WYCA%20Corporate%20Plan%20Digital.pdf](http://www.westyorks-ca.gov.uk/uploadedFiles/Content/What_We_Do/WYCA%20Corporate%20Plan%20Digital.pdf) was developed for 2017/18 alongside the budget and progress is being made on achieving the objectives and plans set out in this, including work on devolution, inclusive growth and the implementation of organisational change, as well as improving project governance and increasing the speed of delivery of capital

projects. Progress on the Key Performance Indicators identified in the corporate plan is set out in **Appendix 1**.

- 2.4 Members are asked to consider the Key Performance Indicators and the progress achieved to date and whether they wish to see further indicators included in the suite being developed for 2018/19.

#### **'Cliff edge' funding**

- 2.5 The funding for WYCA's revenue activities is predominantly through the transport levy at £95m, with a further £4-5m from central government, subscriptions from partner authorities, interest and Enterprise Zone (EZ) receipts. Previous WYCA/LEP agreement was that EZ income was to be prioritised to support inward investment and thereafter economic services. It appears that 2018/19 is likely to be the first year that the costs of the inward investment team will be met by the EZ income.
- 2.6 The budget for this year also includes funding from government and other agencies to directly support business and skills activities. Much of this money is awarded for limited timespans, making longer term planning difficult and forcing changes of direction of interventions depending on the conditions of funding. The current funding is due to fall significantly in 2018/19 unless further funds are secured – this will have a significant impact on the outcomes the teams are currently achieving and opportunities to secure further funding or divert funding from elsewhere will need to be explored.
- 2.7 **Appendix 2** presents an overview of the business, skills and employment programmes and their funding. The following paragraphs provide further detail.
- 2.8 **Skills Service.** Funding for skills grants offered by this service ceased in March 2017. Over 849 SMEs have benefited from support to upskill over 10,339 employees. Some transitional funding has been provided to December 2017 for a skills advisory service to businesses, as a 'stop-gap' to help maintain some continuity for businesses by experienced staff who are expected to be funded by a successor project funded by ESF (European Social Fund) and delivered by West Yorkshire College Consortium from next calendar year.
- 2.9 **Business Growth Service.** Funding of circa £512k pa has been received for the last three years, enabling the continued support to over 2,000 SME's in the region seeking to grow their business. This is delivered on a 'hub and spoke' model with local authorities, who receive 50% of salary match for the 13 Growth Managers they employ to work on supporting local SMEs. Funding has been provided through BEIS (Department for Business, Energy and Industrial Strategy) but has not yet been reconfirmed for 2018/19. The LEP Network is making representations for this funding to be continued (and not just on a single year basis) and other opportunities, through the Business Rates Pool and European funding, for example, are being pursued.

- 2.10 **Apprenticeship Grants for Employers.** Funding of £3.7m in the current year has been profiled for expenditure to recruit apprentices in accordance with LEP priorities up to 31 March 2018, after which there is no further funding from government (this has been provided to date through an earlier devolution deal via the Skills Funding Agency). Changes nationally to apprenticeships following the introduction of the national apprenticeship levy now leave only limited funding alternatives available, including EU and Business Rates sources. Again, these are being explored. Since the ending of the £4.6m City Deal Apprenticeship Hub funding in March 2016, other dwindling skills funding has been used to support SMEs in a much reduced manner by promoting apprenticeships to both schools and businesses ahead of the introduction of the national scheme. Work has also been undertaken with colleges and universities to develop higher and degree apprenticeships that meets current and future demand for skills.
- 2.11 **Enterprise in Education.** WYCA currently has match funding of £390k for only 12 months. This is used to match funds from the Careers and Enterprise Company that enable a team to work with schools and businesses, connecting business volunteers to schools. This so far has enabled 134 schools to interact with business and the focus going forward is to ensure this reaches out to in particular to disadvantaged young people. A careers campaign launch is also planned, to inspire young people to pursue opportunities in our skills shortage sectors, which are largely STEM (Science, Technology, Engineering, Mathematics) based.
- 2.12 There is clearly important work on the skills and business support agenda that will not be able to continue unless further funding is secured. The Committee is asked to consider what actions could be taken to address this matter.

### **3. Financial Implications**

- 3.1 As set out in the report.

### **4. Legal Implications**

- 4.1 As set out in the report.

### **5. Staffing Implications**

- 5.1 There are potential redundancy implications if all funding sources are not renewed for 2018/19. All efforts would be made to redeploy staff where possible.

### **6. External Consultees**

- 6.1 None.

**7. Recommendations**

- 7.1 That the Overview and Scrutiny Committee provide any input to business planning and budgets and the issues raised in the report.

**8. Background Documents**

- 8.1 None.

# Appendix 1: Corporate Plan KPI's 2017/18: Progress to Date

	TARGET	CURRENT POSITION	RAG Rating	Notes
<b>Policy Strategy and Communications</b>				
Percentage increase in digital presence and reach across our channels	500%	TBC		Newly appointed Head of Digital started in post in September and is putting a digital strategy to deliver against the stated KPI.
Estimated 'advertising value equivalent' (AVE) of media coverage (new technical indicator)	£2m	Current estimated run rates of c£250k-£350k pcm and rising		New processes to measure AVE and reach of media coverage were put in place in August.
<b>Delivery</b>				
Actual spend vs planned spend (Growth Deal)	Within 10%	Sept target £20m End Aug figure £12.8m		The current forecast for Q2 expenditure indicates that the target will be exceeded
Percentage of schemes with identified programme funding progressing from Expression of Interest to (activity one) Combined Authority decision point two within three months	90%	91%		On track.
Number of 'live' projects in the Assurance Process	Monitor only	85	Monitor only	This figure only includes those projects which have been through the new WYCA assurance process in start of 17/18.

	TARGET	CURRENT POSITION	RAG Rating	Notes
<b>Transport Services</b>				
Average cost per mile of tendered bus services	£1.74	£1.86		Overall spend on supported bus services has reduced. The current figure does not reflect the expected impact of reductions in supported services in September and October that will generate significant savings p.a. in excess of £1m. In addition inflation is running at 3.6% against the original forecast of 2%.
Percentage of concessionary passes ordered online	65%	48%		In mitigation - marketing campaign now underway to promote online transactions. Peak period for ENCP between Sept-Jan
Percentage of MCard ticket sales via travel centre alternatives	70%	69%		On track. App now launched and online sales increasing.
Online interactions/enquiries as a proportion of total	97%	96%		On track. Information kiosks being installed at bus stations
Value of MCard sales	£30.5m	£10.3m		Behind expected level. Sales expected to increase now that the summer period is over when sales volumes are generally lower
<b>Economic Services</b>				
Number of businesses that want to grow receiving support	2,500	1,020		On track. Current figure in line with expected position for this time
Average cost per job created in businesses receiving capital investment	£12,500	£13,271		Cost per job has decreased since end of 2016/17. To be updated quarterly and this is expected to improve further by year end.

	TARGET	CURRENT POSITION	RAG Rating	Notes
Proportion of businesses supported by the Growth Service likely or very likely to recommend it	80%	TBC	TBC	Annual survey due to take place in Q4
Number of 'disadvantaged' pupils (i.e. pupils who receive free school meals, pupil premium, are looked after children or are under care orders) engaged with by business volunteers through delivery of a model of enhanced enterprise, employability and careers activity	6,000	1,199		Of the standard Enterprise in Education offer for young people, 1199 disadvantaged pupils have had one employer 'encounter'. It is too early to report on the enhanced offer of 2 or more encounters for disadvantaged pupils however these are expected to be delivered by the end of the spring term.
Number of businesses supported to offer apprenticeships	1,000	1376		On track
Number of strategic links made between businesses and schools	160	133 (schools) 117 (businesses)		Indicator measured quarterly and expected to improve further in Q3/4
Jobs created or safeguarded as a result of inward investment successes	1,000	1252		On track
Number of additional active exporters	100	To be reported end of Q3	TBC	Data reporting arrangements have recently been finalised with Dept of International Trade and will be reported in Q3
<b>Resources</b>				
Average time per transaction (requisitions/invoices /purchase invoice paid)	3 days/100%	100% Requisitions processed in 3 days		On track

	TARGET	CURRENT POSITION	RAG Rating	Notes
		98% undisputed invoices paid within 30 days		
Number of apprentices working for the Combined Authority	11	4		Current issue in terms of entry level apprenticeships – further work being undertaken to provide guidance to recruiting managers to assist in addressing this. However 25 expressions of interest have been received for developmental apprenticeships
Website availability - (ie working and accessible to the public)	98%	Q1 - 98.3% Q2 - 99.9%		





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**Director and Author:** Angela Taylor,  
Director of Resources



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**Report to:** Overview and Scrutiny Committee

**Date:** 15 November 2017

**Subject:** Forward Programme of Work

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## **1 Purpose**

- 1.1 To consider the work programme for the coming year.

## **2 Information**

- 2.1 The Overview and Scrutiny Committee has considered a varied programme of work at its regular meetings, supported by work through a number of task and finish groups. These groups are considering progress on delivery of the Strategic Economic Plan (SEP) priorities, delivery of the transport strategy and the Oxford GB2 loan (the 'Hilton'). Additionally devolution has been a standing item on each agenda.
- 2.2 The Committee has further meetings scheduled as follows: 24 January and 23 March 2018.
- 2.3 It is recognised that the work programme should be flexible and able to be amended and supplemented as the year progresses.
- 2.4 Possible items for future meetings include:
- Flood alleviation (follow up of actions from the report)
  - Branding
  - Transport for the North
- 2.5 WYCA is regularly producing a forward agenda plan and a copy of this is attached at Appendix 1 for information. Please note this is a live document and is subject to change. It is recognised that this may provide items for pre-decision scrutiny and the Committee is asked to consider if there are any items to add to future agendas.

## **3 Financial Implications**

- 3.1 None arising directly from this report.

#### **4      Legal Implications**

4.1      None arising directly from this report.

#### **5      Staffing Implications**

5.1      None arising directly from this report.

#### **6      External Consultees**

6.1      None.

#### **7      Recommendations**

7.1      That the Overview and Scrutiny Committee consider items to be included in the work programme for the future meetings.

#### **8      Background Documents**

8.1      None.

## Combined Authority (Forward AgendaPlan)

COMMITTEE DATE: 29 June 2017		Deadline for publication of Key Decisions: 31 May 2017	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
Revised Committee Arrangements and Appointments		Caroline Allen / Liz Davenport	No
WYCA Representation on Outside Bodies		Liz Davenport / Angie Shearon	No
Officer Scheme of Delegation		Caroline Allen / Liz Davenport	No
Governance Arrangements		Caroline Allen / Liz Davenport	No
Code of Corporate Governance		Angela Taylor	No
Members' Allowances Scheme		Liz Davenport / Angie Shearon	No
Calendar of Meetings 2017/18		Angie Shearon	No
Project and Spending Approvals (inc the Leeds Public Transport Investment Programme)		Melanie Corcoran / Tom Gifford	Yes
Corporate Plan and Annual Review		Roger Baker	No
HS2 Growth Strategy	Approval to write a strat, inc mass transit	Rob Norreys / Liz Hunter	Yes
Transport for the North		Rob Norreys / Liz Hunter	No
WYCA Branding		Roger Baker	No
WYCA Accommodation Options		Angela Taylor	Yes
Sustainable Urban Development		Heather Waddington	Yes

COMMITTEE DATE: 3 August 2017		Deadline for publication of Key Decisions: 5 July 2017	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
Project and Spending Approvals (standard item)	No key decisions within the approvals this time.	Melanie Corcoran	Yes*
City Region Policy and Funding Framework for Inclusive Growth		Rob Norreys/David Walmsley	No
Proposed Pension Transfer		Angela Taylor	No
Transport for the North		Liz Hunter / Caroline Allen	Yes
Transport Strategy adoption		Rob Norreys	Yes
Bus Strategy adoption		Rob Norreys	Yes
COMMITTEE DATE: 5 October 2017		Deadline for Publication of Key Decisions: 6 September 2017	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
HS2 and the HS2 Growth Strategy	P&C appendix	Tom Gifford	Yes
Vision for Northern Powerhouse Rail		James Nutter	Yes
Business Planning & Budget 2018/19		Angela Taylor	No
SUD Update		Angela Taylor/Heather Waddington	No
Capital Spending and Project Approvals – will possibly include the following which are being considered at Investment Committee on 6 September: <ul style="list-style-type: none"><li>A629 Phase 4 Halifax to Huddersfield Corridor</li><li>Energy Accelerator Programme</li><li>Enterprise Zone Programme</li><li>Access Innovation Programme</li><li>Strategic Business Growth Programme</li></ul>		Melanie Corcoran/Craig Taylor	Key Decisions

<ul style="list-style-type: none"> <li>• Beech Hill, Halifax</li> <li>• Castleford Station Gateway</li> <li>• Leeds District Heat Network</li> <li>• Huddersfield Innovation and Incubation Project</li> <li>• Business Growth Programme</li> <li>• WERR</li> <li>• Leeds New Station Street</li> </ul>			
Industrial Strategy and Autumn Budget Submission	Needs to include WYCA's submission to Government on Autumn Budget	Rob Norreys/David Walmsley	No
Proposed Pension Transfer	May have P&C appendix	Angela Taylor	No
Consent to Regulations Establishing Transport for the North		Caroline Allen/Liz Davenport	No

COMMITTEE DATE: 14 December 2017		Deadline for Publication of Key Decisions: 15 November 2017	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
High Speed Rail Growth Strategy		Rob Norreys/Liz Hunter	No
Work on Skills Update (Title to change)	As requested at WYCA on 5.10.17 Put this next to High Speed Rail Growth Strategy on agenda	Sue Cooke	No
City Region Housing Offer		David Walmsley	No
New Procurement Strategy	May not go	Angela Taylor/Neil Hind	No
Governance (appointments to include Cllr D Byford to BIG Panel, G&A Committee, new appointments to Advisory Panels and to formally advise of Cllr Waller to WYCA)		Angela Taylor/Caroline Allen/ Liz Davenport	No
Business Planning & Budget 2018/19		Angela Taylor	No

Inclusive Industrial Strategy		David Walmsley	No
Capital Spending and Project Approvals (to include LCR Enterprise Zones)		Melanie Corcoran/Craig Taylor	Yes
SUD Bid	This will need to be taken in private	Angela Taylor/Heather Waddington	Yes
Project Beta	Will have an exempt appendix	Sue Cooke/David Moore	Yes

COMMITTEE DATE: 1 February 2018		Deadline for Publication of Key Decisions: 3 January 2018	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
SUD Bid		Angela Taylor/Heather Waddington	
Budget Approval		Angela Taylor	Yes
Broadband Gainshare	Key Decision already published	Melanie Corcoran/Liz Courtney	Yes
Capital Spending and Project Approvals		Melanie Corcoran/Craig Taylor	Yes
Bus Strategy – Progress on Achievements	See mins of 3.8.17	Rob Norreys/Liz Hunter	No
Transport Strategy – Progress Report	See mins of 3.6.17	Rob Norreys	No
Inclusive Growth		All	
TfN	WYCA rep to be formally appointed when TfN a statutory body	Caroline Allen/Liz Davenport	No
Accommodation Proposals – check if going as part of the Budget Approval Report		Angela Taylor	

COMMITTEE DATE: 5 April 2018	Deadline for Publication of Key Decisions: 7 March 2018
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REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
SUD Bid		Angela Taylor/Heather Waddington	
Capital Spending and Project Approvals		Melanie Corcoran/Craig Taylor	

COMMITTEE DATE: 10 May 2018		Deadline for Publication of Key Decisions: 11 April 2018	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
SUD Bid		Angela Taylor/Heather Waddington	
Capital Spending and Project Approvals		Melanie Corcoran/Craig Taylor	

COMMITTEE DATE: 28 June 2018 – Annual Meeting		Deadline for Publication of Key Decisions: 30 May 2018	
REPORT TITLE	NOTES	OFFICER RESPONSIBLE FOR COMPLETING THE DECISION	IS THIS A KEY DECISION
Revised Committee Arrangements and Appointments		Caroline Allen / Liz Davenport	No
WYCA Representation on Outside Bodies		Liz Davenport / Angie Shearon	No
Officer Scheme of Delegation		Caroline Allen / Liz Davenport	No
Governance Arrangements		Caroline Allen / Liz Davenport	No
Code of Corporate Governance		Angela Taylor	No
Members' Allowances Scheme		Liz Davenport / Angie Shearon	No
Calendar of Meetings 2018/19		Angie Shearon	No
Capital Spending and Project Approvals		Melanie Corcoran/Craig Taylor	
SUD Bid		Angela Taylor/Heather Waddington	

<b>COMMITTEE DATE:</b> Future Meetings			
<b>REPORT TITLE</b>	<b>NOTES</b>	<b>OFFICER RESPONSIBLE FOR COMPLETING THE DECISION</b>	<b>IS THIS A KEY DECISION</b>
Project and Spending Approvals		Melanie Corcoran	Yes
SEP Refresh		Rob Norreys	
SUD Bid		Angela Taylor/Heather Waddington	
WYCA Accommodation Options		Angela Taylor	
Proposed Pension Transfer Update	See mins of 3.8.17	Angela Taylor	
Inclusive Growth	See mins of 3.8.17	Rob Norreys/Ruth Redfern	



**MINUTES OF THE MEETING OF THE  
TRANSPORT COMMITTEE  
HELD ON FRIDAY, 8 SEPTEMBER 2017 AT COMMITTEE ROOM A, WELLINGTON  
HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

Councillor Keith Wakefield OBE (Chair)	Leeds City Council
Councillor Eric Firth (Vice-Chair)	Kirklees Council
Councillor Martyn Bolt	Kirklees Council
Councillor Neil Buckley	Leeds City Council
Councillor Peter Caffrey	Calderdale Council
Councillor David Dagger	Wakefield Council
Councillor Manisha Kaushik	Kirklees Council
Councillor Hassan Khan	Bradford Council
Councillor Michael Lyons OBE	Leeds City Council
Councillor Andrew Pinnock	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Taj Salam	Bradford Council
Councillor Daniel Sutherland	Calderdale Council
Councillor Kevin Swift	Wakefield Council
Councillor Tim Swift	Calderdale Council
Councillor Christine Towler	Leeds City Council

**In attendance:**

Councillor Richard Lewis	Leeds City Council
Councillor Peter McBride	Kirklees Council
Councillor Alex Ross-Shaw	Bradford Council
Liz Hunter	WYCA
James Nutter	WYCA
Dave Pearson	WYCA
Dathan Tedesco	WYCA

**16. Apologies for absence**

Apologies were received from Councillor Ian Gillies, Councillor Nussrat Mohammed and Ian Cherry.

**17. Declarations of disclosable pecuniary interests**

There were no disclosable pecuniary interests declared by members at the meeting.

**18. Exempt information - possible exclusion of the press and public**

There were no exclusions of the press and public at the meeting.

**19. Minutes of the meeting of the Transport Committee held on 7 July 2017**

**Resolved:** That the minutes of the Transport Committee held on 7 July 2017 be approved and signed by the Chair.

**20. HS2 and the HS2 Growth Strategy**

The Committee considered a report updating it on the development of HS2 and the Leeds City Region HS2 Growth Strategy and summarising the progress to ensure the City Region makes the most of the HS2 opportunity for local growth and regeneration.

The report outlined the development of the Strategy, and its role to unlock the benefits of HS2 across the city region, as well as a focused look at growth in the area around Leeds station. The LCR HS2 Growth Strategy incorporates a series of workstreams, including Leeds Integrated Station Masterplan, Leeds City Region Connectivity, Leeds City Region Skills and Supply Chain and South Bank Infrastructure Delivery Plan.

Members will discuss aspects of the strategy in more detail at a workshop on 18 September. The full HS2 Growth Strategy will then be considered by WYCA at its meeting on 5 October, prior to submission to Government.

Endorsement was also sought for the principles of WYCA's response to the HS2 consultation on its rolling stock depot location.

**Resolved:**

- (i) That the development of HS2 and the Leeds City Region (LCR) HS2 Growth Strategy be noted.
- (ii) That the principles of WYCA's response to the HS2 consultation on its rolling stock depot location, as outlined in paragraph 2.22 of the submitted report, be endorsed and developed further for a report to WYCA in October.

**21. Trans-Pennine Route Upgrade**

The Committee considered a report updating it on the Trans-Pennine Route Upgrade (TRU).

On 20 July 2017, the Department for Transport (DfT) announced the cancellation of the electrification of rail lines in Wales (Cardiff to Swansea), the Midlands (London to

Sheffield and Nottingham) and North-West (Windermere) after National Audit Office reports highlighting projects which were behind schedule and over budget.

The Secretary of State for Transport has since called into question the inclusion of full electrification as part of the scope of the TRU. Alongside other recent statements from the Secretary of State this has given rise to a number of concerns, as outlined in the submitted report.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the greater involvement of WYCA in the development of the TRU scheme, including the forthcoming choices about scope and outputs, directly and through Rail North and Transport for the North, be endorsed.
- (iii) That a shared statement to Government be developed to articulate how important the TRU scheme is to West Yorkshire and the wider City Region, and that further actions be explored and pursued in order to lobby government in favour of the TRU scheme.

**22. East Midlands Rail Franchise Consultation**

The Committee considered a report setting out the proposed approach to WYCA's response to the consultation being carried out by the Department for Transport (DfT) into the future East Midlands rail franchise (EM).

Some locations in the East Midlands currently have poor connectivity to the Leeds City Region. Of the four "Hub Cities" of the East Midlands (Derby, Leicester, Lincoln and Nottingham), Leeds City Region has regular direct train services to only two. WYCA considers that there is an opportunity for new/extended EM services to address significant connectivity gaps, and therefore it is proposed that the CA should use this consultation to put forward strongly the case for addressing those gaps, both in WYCA's own response and by helping to frame the response of Rail North.

WYCA officers have already met with the current operator (Stagecoach EMT) and with two competing bidders (Arriva and First Trenitalia) intend to consult with officers and councillors in the five West Yorkshire Districts and has already received input from various stakeholders such as rail user and business groups. This input will help inform the final consultation response.

The EM franchise is now to be re-let, with the new operator to take charge from August 2019. This implies that the Invitation To Tender will be issued to shortlisted bidders in April 2018, with bids to be returned by July 2018, ahead of the contract being awarded in Spring 2019. The consultation began on 20 July 2017 and ends on 11 October 2017.

**Resolved:**

- (i) That the proposed approach to the EM consultation, as summarised in the submitted paper, be endorsed, and to delegate to the Chair and WYCA Managing Director to submit a corresponding response document after circulation to Transport Committee members.
- (ii) That WYCA officers continue to work with the three bidders shortlisted for the EM franchise, and with Rail North, to pursue positive outcomes for the Leeds City Region from the specification of the new franchise.

## **23. Road Networks Update**

The Committee considered a report providing an update on the West Yorkshire Key Route Network (KRN) and also on the work being done by Transport for the North (TfN) to create a Major Road Network (MRN) for the North and endorse further work on WYCA's priorities for investment.

The collaborative management of a West Yorkshire KRN is a policy of the West Yorkshire Transport Strategy, as approved by the committee and subsequently by WYCA at its meeting of 3 August. A Memorandum of Understanding outlining the basis for this work was attached to the submitted report for consideration.

TfN is also developing a proposal to create a Major Road Network (MRN) for the North, to provide a focus for investment decisions for improvements to roads (separate from the Strategic Road Network, managed by Highways England) that are the most economically important to securing the North's productivity and growth.

Members were updated and agreed to discuss these issues in more detail, alongside Portfolio Holders, at a workshop scheduled for 5 December 2017.

### **Resolved:**

- (i) That the Memorandum of Understanding for the collaborative management of a Key Route Network for West Yorkshire be agreed.
- (ii) That the work by Transport for the North to create a Major Road Network for the North be noted and that WYCA undertakes further work to identify and prioritise priorities.
- (iii) That a workshop session on Key Route Network implementation and Major Road Network proposals is held with Transport Committee and Portfolio Holders to provide updates on activity and input to actions and priorities.

## **24. Proposed disposal of part of a parcel of land at Barnsley Road, Flockton**

The Committee considered a report seeking approval for the disposal of a parcel of land situated at Barnsley Road, Flockton, Wakefield. WYCA's Director of Transport has confirmed that the Property is no longer required for the purposes of WYCA's

business and professional surveying advice recommends acceptance of the terms of sale as set out at in paragraph 2.5 of the submitted report.

**Resolved:** To approve the disposal of part of a parcel of land situated at Barnsley Road, Flockton, Wakefield on the terms set out in the submitted report and to delegate authority to the Head of Legal and Governance Services to progress the matter to completion.

**25. Proposed disposal of two parcels of land located within 3/5 Alma Road, Leeds**

The Committee considered a report seeking approval for the disposal of two separate parcels of land located within 3/5 Alma Road, Leeds, which WYCA acquired for the purposes of the New Generation Transport (NGT) scheme under the terms of an Agreement made with the owners. WYCA's Director of Transport has confirmed that there are no current plans that affect the Properties and, on that basis, WYCA should discharge its obligations under the Agreement as the Solicitor acting for the Original Owners has made it clear that they want the Properties to be returned to them.

**Resolved:** To approve the disposal of two separate parcels of land (both located within 3/5 Alma Road, Leeds), to the original owners, as required under the terms of an Agreement dated 27 January 2011, and to delegate authority to the Head of Legal and Governance Services to progress the matter to completion.

**26. City Region Transport Update**

The Committee considered a report providing an update on current transport issues in the City Region, covering the following:

- Transport Committee Air Quality Workshop
- Ultra-low Emission Vehicle (ULEV) Taxi Infrastructure
- ULEV Bus Schemes – Buses
- CCTV Digital Upgrade
- MCard Update
- Leeds Park & Ride Update
- AccessBus
- Supported Bus Services
- District Consultation Sub – Committees

**Resolved:** That the updates provided in this report are noted.

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**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 5 OCTOBER 2017 AT COMMITTEE ROOM A,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

Councillor Susan Hinchcliffe (Chair)  
Councillor Tim Swift (Vice-Chair)  
Councillor Judith Blake CBE  
Councillor Peter Box CBE  
Councillor Andrew Carter CBE  
Councillor Simon Cooke  
Roger Marsh OBE  
Councillor David Sheard  
Councillor Nicola Turner

Bradford Council  
Calderdale Council  
Leeds City Council  
Wakefield Council  
Leeds City Council  
Bradford Council  
Leeds City Region Enterprise Partnership  
Kirklees Council  
Kirklees Council

**In attendance:**

Councillor Keith Wakefield OBE  
Councillor Robert Light

Councillor Andrew Waller  
Ben Still  
Angela Taylor  
Caroline Allen  
Ruth Chaplin

Chair, WYCA Transport Committee  
Chair, WYCA Overview & Scrutiny  
Committee  
City of York Council  
WYCA  
WYCA (minute 53 only)  
WYCA  
WYCA

**42. Chair's Comments**

The Chair advised that Councillor Andrew Waller will be replacing Councillor Keith Aspden as York's representative on the Authority with effect from 9 October 2017.

**43. Apologies for Absence**

Apologies for absence were received from Councillor Keith Aspden.

**44. Declarations of Disclosable Pecuniary Interests**

There were no pecuniary interests declared by members at the meeting.

**45. Exclusion of the Press and Public**

There were no items on the agenda requiring exclusion of the press and public.

**46. Minutes of the Meeting held on 3 August 2017**

**Resolved:** That the minutes of the meeting held on 3 August 2017 be approved and signed by the Chair.

**47. Capital Spending & Project Approvals**

The Authority considered a report of the Director of Delivery on the progression and funding for the following schemes through WYCA's Assurance Process in line with WYCA's Assurance Framework:

- A629 Phase 4 Halifax to Huddersfield Corridor Improvements
- Access Innovation Programme
- Strategic Business Growth Programme
- Beech Hill, Halifax
- Castleford Rail Station Gateway
- Energy Accelerator Programme
- Leeds District Heat Network
- Portfolio Information Management System

Details of the schemes were outlined in the submitted report. It was noted that the Portfolio Information Management System (PIMs) project had proceeded directly to WYCA due to the nature of the funding stream.

The Authority also considered the following two schemes which had exceptions reported assessed in line with WYCA's Assurance Framework:

- Leeds New Station Street
- Wakefield Eastern Relief Road

Members were advised that the Investment Committee had discussed the need to monitor the progress and development of projects and programmes and interim reports would be prepared for future meetings of the Committee.

**Resolved:**

- (i) In respect of the **A629 Phase 4 Halifax to Huddersfield Corridor Improvements –**

That following a recommendation from the Investment Committee, WYCA approves:

- (a) That the A629 phase 4 project proceeds through Decision Point 2 and

work commences on Activity 3 (Outline Business Case).

- (b) That an indicative approval to the total project value of £30.000m is given from the West Yorkshire plus Transport Fund with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (FBC with Finalised Costs).
- (c) That development costs of £0.570m are approved in order to progress the scheme to Decision Point 3 (Outline Business Case), taking the total project approval to £0.645m.
- (d) That WYCA enter into a Funding Agreement with Calderdale Council for expenditure of up to £0.570m from the West Yorkshire plus Transport Fund.
- (e) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Points 4 and 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(ii) In respect of the **Access Innovation Programme** –

That following a recommendation from the Investment Committee, WYCA approves:

- (a) That the Access Innovation Programme proceeds through Decision Point 2 and work commences on Activity 5 (Full Business Case with Finalised Costs).
- (b) That an indicative approval to WYCA's contribution of £4.750m (which will be funded through £0.485m from the Local Growth Fund (LGF) Access to Capital Grants programme fund and £4.265m from the European Regional Development Fund ERDF)) is given with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).
- (c) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Point 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(iii) In respect of the **Strategic Business Growth Programme** –

That following a recommendation from the Investment Committee, WYCA approves:

- (a) That the Strategic Business Growth Programme proceeds through Decision Point 2 and work commences on Activity 5 (Full Business Case with Finalised Costs).
- (b) That an indicative approval to WYCA's contribution of £3.146m (which will be funded through £2.156m from the ESIF Grant and £0.990m from the WYCA Capital Grants Fund) is given with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).
- (c) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Point 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(iv) In respect of **Beech Hill, Halifax –**

That following a recommendation from Investment Committee, WYCA approves:

- (a) That the Beech Hill project proceeds through Decision Point 2 and work commences on Activity 4 (Full Business Case).
- (b) That an indicative approval to WYCA's contribution of £1.000m (which will be funded through Growth Deal 3) is given with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).
- (c) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Points 4 and 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(v) In respect of **Castleford Rail Station Gateway –**

That following a recommendation from Investment Committee, WYCA approves:

- (a) That the Castleford Rail Station Gateway project proceeds through

Decision Point 3 and work commences on Activity 4 (Full Business Case).

- (b) That an indicative approval to the total project value of £4.511m is given from the West Yorkshire plus Transport Fund with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs).
  - (c) That development costs of £0.317m are approved in order to progress the scheme to Decision Point 5 (Full Business Case with Finalised Costs), taking the total project approval to £0.338m.
  - (d) That WYCA enter into a Section 56 grant agreement with Northern Rail for expenditure of up to £0.200m from the West Yorkshire plus Transport Fund.
  - (e) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Points 4 and 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.
- (vi) In respect of the **Energy Accelerator Programme** –
- That following a recommendation from the Investment Committee, WYCA approves:
- (a) That the Energy Accelerator Programme proceeds through Decision Point 4 and work commences on Activity 5 (Full Business Case with Finalised Costs).
  - (b) That approval to spend the £0.640m Local Growth Fund (LGF) allocation as match to support the development of the Accelerator be confirmed.
  - (c) That an indicative approval to the to the £2.997m European Local Energy Assistance (ELENA) funding (exact amount dependent on Euro exchange rate at the date of approval – application pending) is given with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (Full Business Case with Finalised Costs). This will bring the total project value to approximately £3.817m (£0.820m LGF, £2.997m ELENA).
  - (d) That development costs of up to £0.180m are approved in order to pay the incurred development costs and to progress the scheme to Decision Point 5 (Full Business Case with Finalised Costs) from the Local

Growth Fund, taking the total project approval to £0.820m).

- (e) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Point 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.
- (f) That WYCA's Managing Director use his existing delegated authority to approve projects within any future phases of the Energy Accelerator Programme, providing that the value of each scheme is less than £1m.

(vii) In respect of **Leeds District Heat Network –**

That following a recommendation from the Investment Committee, WYCA conditionally approves the following recommendations, with final approval of these recommendations being subject to WYCA's Managing Director approval of the detailed grant conditions on a clawback mechanism:

- (a) That the Leeds District Heat Network project proceeds through Decision Point 5 and work commences on Activity 6 (Delivery).
- (b) That approval to WYCA's contribution of £4.000m (which will be funded from the Local Growth Fund) is given.
- (c) That WYCA enter into a Funding Agreement with Leeds City Council for expenditure of up to £4.000m from the Local Growth Fund.
- (d) That the Funding Agreement makes provision for up to £4.000m to be clawed back if the Leeds District Heat Network makes an operating profit over the 25 year asset lifetime.
- (e) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(viii) In respect of **Leeds New Station Street –**

That following a recommendation from the Investment Committee, WYCA approves:

- (a) That the exception to extend the Leeds New Station Street project timescale to completion on site by December 2018 is approved.

- (b) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report including at Decision Point 5 through a delegation to WYCA's Managing Director following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.
- (ix) In respect of **Wakefield Eastern Relief Road** –  
  
That following a recommendation from the Investment Committee, WYCA:
  - (a) Conditionally approves the up to a £5.574m increase to the estimated final project cost of Wakefield Eastern Relief Road, and the increased total project up to a maximum of £37.593m.
  - (b) Delegates the final approval of the exception and the signing of the addendum of the Funding Agreement to WYCA's Managing Director subject to settlement of the final account by Wakefield Council following endeavours to resolve outstanding contractor issues and seeking to reduce the cost figure payable to Network Rail.
- (x) In respect of the **Portfolio Information Management System (PIMs)** WYCA approves:
  - (a) That the Portfolio Information Management System (PIMs) project proceeds through Decision Point 5 (Full Business Case with Finalised Costs) and work commences on Activity 6 (Delivery).
  - (b) That approval be given to the total project value of £0.240m for the development of the system and £0.050m per annum on-going licence fees (the on-going licence fee will be required from 2018/19 onwards) and is funded as an overhead cost from the overall Portfolio Management Office costs.
  - (c) That future approvals are made in accordance with the Approval Pathway and Approval Route outlined in the submitted report following a recommendation by WYCA's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

#### **48. HS2 and the HS2 Growth Strategy**

The Authority considered a report of the Director of Policy, Strategy and Communications which:

- Provided an update on the development of HS2.
- Sought endorsement for the principles of the Leeds City Region HS2 Growth Strategy and approve submission to Government.

- Sought endorsement for the principles of the joint WYCA and Leeds City Council response to the High Speed 2 rolling stock depot consultation.

Councillor Waller attended the meeting as an observer and the Chair invited him to speak on behalf of City of York Council. In welcoming the report, Councillor Waller reinforced the scale of potential for York Central and for HS2 links to Scotland to be via York and asked that future reports reflect this. The importance of the East Coast Main Line and York as a key hub in the development of HS2 was recognised and it was noted that WYCA was represented at meetings of the East Coast Main Line Authorities consortium by Councillor Eric Firth, Deputy Chair of the Transport Committee.

Members also discussed the employment and skills opportunities that would be created across the City Region and a report would be prepared for the next meeting.

**Resolved:**

- (i) That the principles of the Leeds City Region HS2 Growth Strategy be endorsed and the final drafting of the submission be delegated to WYCA's Managing Director in consultation with the WYCA Chair.
- (ii) That the principles of the response to the HS2 rolling stock depot location consultation be endorsed and the final drafting of the submission be delegated to WYCA's Managing Director in consultation with the LEP Chair and WYCA Chair.

**49. Vision for Northern Powerhouse Rail**

The Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the progress being made in Transport for the North's Northern Powerhouse Rail (NPR) development programme, including on Leeds City Region's established position.

Members welcomed the positive progress being made by Transport for the North (TfN) and its partners in the development of Northern Powerhouse Rail. It was reported that a significant amount of discussion and lobbying had taken place and the decisions being made by TfN including the NPR/HS2 touchpoints, the emerging preferred NPR network and the opportunities for the City Region in respect of economic growth and transport links to employment and skills were noted.

**Resolved:** That the positive progress being made through Transport for the North's Northern Powerhouse Rail programme, including in delivering the Leeds City Region ambition for Northern Powerhouse Rail be noted.

**50. Consent to Regulations Establishing Transport for the North**

The Authority considered a report of the Director of Policy, Strategy and Communications which sought confirmation of the consent previously given in



principle to regulations establishing Transport for the North (TfN) as a statutory body and granting TfN the concurrent exercise of specified WYCA functions.

It was noted that following the last meeting the regulations now provided for TfN to exercise specified highways and footpath functions, concurrently with West Yorkshire district authorities. The West Yorkshire districts will be asked to consent in their own right to the regulations.

**Resolved:**

- (i) That it be noted that Transport for the North are now liaising directly with each West Yorkshire district council to seek the consent of each individual district to the regulations, in so far as they provide for Transport for the North to exercise concurrent highways functions with those districts, once it is established as a Sub-National Transport Body.
- (ii) That WYCA confirm the consent previously given in principle to the making of regulations, attached at Appendix 1 of the submitted report, by the Secretary of State for Transport to establish Transport for the North as a Sub-National Transport Body under section 102E of the Local Transport Act 2008, and which provide for Transport for the North to exercise concurrent functions with its constituent authorities, including WYCA.

**51. Business Planning & Budget 2018/19**

The Authority considered a report of the Director of Resources on the work being undertaken to progress business and budget planning for 2018/19 and sought approval to establish a Member Working Group on budgets.

The report set out the business planning and budget process for 2018/19 and the budget challenges. The current forecasts for 2018/19 show a £4m funding gap and work was being undertaken to understand the options available to close the gap. It was proposed that a member Working Group be established to undertake scrutiny of the options and the draft budget as it is developed. Approval of the budget would be sought at the WYCA meeting scheduled for 1 February 2018.

The Corporate Plan update on progress to date against Key Performance Indicators was attached to the submitted report and further information in respect of WYCA's apprenticeships would be circulated. It was noted that the Overview & Scrutiny Committee were providing scrutiny and challenge to the key performance indicators and any recommendations would be brought to a future meeting.

**Resolved:** That a member Working Group be formed to progress detailed budget scrutiny and inform reports back to meetings of WYCA.

**52. Industrial Strategy & Autumn Budget Submission**

The Authority considered a report of the Director of Policy, Strategy and

Communications which provided an update on:

- Progress in setting a more comprehensive approach to economic and social policy, tailored to the lives, challenges and opportunities of City Region residents.
- The City Region submission to Government ahead of the Budget on 22 November 2017.
- The next steps in bringing about an inclusive industrial strategy.

Members welcomed the report which provided an update in respect of the ongoing work on inclusive growth and the short and longer term ambitions. A copy of the City Region's Autumn Budget submission was attached to the submitted report and members discussed key challenges for the City Region including the productivity gap, skills investment and how to encourage businesses to introduce R&D (research and development).

**Resolved:**

- (i) That the City Region's submission to the Autumn Budget be noted and endorsed.
- (ii) That the people-focused approach to an inclusive industrial strategy, based on bold local decision-making, backed up by new powers and resources be noted and endorsed.
- (iii) That existing projects and programmes be refocused more clearly on inclusive growth outcomes.

**53. Proposed Pension Transfer**

The Authority considered a report of the Director of Resources which provided further information on the preferred way of meeting WYCA's element of pension obligations towards First Group, in response to a Direction issued by the Secretary of State on this matter.

It was noted that the Direction set a transfer date of 1 November 2017 and members asked whether there was any flexibility in extending this as it was possible that a revised decision on a preferred option may be required from the Authority before the next meeting in December 2017. It was agreed that should such a decision need to be taken before the next meeting that this be delegated to WYCA's Managing Director in consultation with the Chair and as many members as possible and that such a decision would have regard to the position of the West Yorkshire Pension Fund.

**Resolved:**

- (i) That a further decision regarding the method by which WYCA meets its obligations under the Direction with regard to First Group be delegated to

WYCA's Managing Director in consultation with the Chair.

- (ii) That the Budget Working Group inputs to this further decision.

**54. ESIF SUD Update**

The Authority considered a report which provided an update on the European Structural Investment Fund (ESIF) Sustainable Urban Development.

**Resolved:** That the report be noted.

**55. Minutes of the Meeting of the Transport Committee held on 7 July 2017**

**Resolved:** That the minutes of the meeting of the Transport Committee held on 7 July 2017 be noted.

**56. Draft Minutes of the Governance & Audit Committee held on 3 August 2017**

**Resolved:** That the draft minutes of the Governance & Audit Committee held on 3 August 2017 be noted.

**57. Draft Minutes of the West Yorkshire & York Investment Committee held on 6 September 2017**

**Resolved:** That the draft minutes of the West Yorkshire & York Investment Committee held on 6 September 2017 be noted.

**58. Draft Minutes of the Business Innovation & Growth Panel held on 7 September 2017**

**Resolved:** That the Draft minutes of the Business Innovation & Growth Panel held on 7 September 2017 be noted.

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