

**MEETING OF THE WEST YORKSHIRE COMBINED AUTHORITY  
TO BE HELD ON THURSDAY 17 SEPTEMBER 2015 (11.00 am)  
AT WELLINGTON HOUSE, LEEDS**

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**A G E N D A**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 3. EXCLUSION OF THE PRESS AND PUBLIC**
- 4. MINUTES OF THE MEETING HELD ON 23 JULY 2015**  
(pages 5 – 10)

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**Matters For Decision**

- 5. LEEDS CITY REGION GROWTH DEAL DELIVERY AND BUDGET ALLOCATION PROCESS**  
(Member lead: Cllr Green, Author: Rob Norreys)  
(pages 11 - 17)
- 6. WEST YORKSHIRE 'PLUS' TRANSPORT FUND – RAIL PACKAGE (PARKING) PROGRAMME – TRANCHE 1 (GATEWAY 1)**  
(Member lead: Cllr Green, Author: David Hoggarth)  
(pages 18 - 25)
- 7. PLANNING REVIEW**  
(Member lead: Cllr Box, Author: Rob Norreys)  
(pages 26 - 34)

- 8. GOVERNANCE AND AUDIT COMMITTEE RECOMMENDATIONS**  
(Member lead: Roger Marsh, Author: Angela Taylor)  
(pages 35 – 37)
- 9. REQUEST TO CHANGE OVERVIEW AND SCRUTINY COMMITTEE STANDING ORDERS**  
(Member lead: Cllr Box, Author: Angela Taylor)  
(pages 38 – 41)
- .....

**Matters For Discussion**

- 10. SUSTAINABLE URBAN DEVELOPMENT STRATEGY**  
(Member lead: Cllr Green, Author: Rob Norreys)  
(pages 42 - 43)
- 11. LEEDS CITY REGION STRATEGIC ECONOMIC PLAN REVISION**  
(Member lead: Cllr Roger Marsh, Author: Rob Norreys)  
(pages 44 - 46)
- 12. TRANSPORT FOR THE NORTH**  
(Member lead: Councillor Wakefield, Author: David Hoggarth)  
(pages 47 - 53)
- 13. WYCA MEDIUM TERM FINANCIAL STRATEGY**  
(Member lead: Cllr Green, Author: Angela Taylor)  
(pages 54 – 60)
- .....

**For Information**

- 14. (a) MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE  
HELD ON 12 JUNE 2015**  
(pages 61 - 67)

**(b) MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE  
HELD ON 31 JULY 2015**

(pages 68 - 75)

**(c) MINUTES OF THE MEETING OF THE WEST YORKSHIRE & YORK  
INVESTMENT COMMITTEE HELD ON 6 JULY**

**2015** (pages 76 -79)

**Signed:**

A handwritten signature in blue ink, appearing to be 'AS Little', is written over a light blue rectangular background.

**Head of Paid Service WYCA**



## **PUBLIC INSPECTION OF DOCUMENTS AND ACCESS TO MEETINGS OF THE WEST YORKSHIRE COMBINED AUTHORITY**

- (a) Files containing documentation relating to items to be discussed at the meeting may be inspected by contacting the named officer as detailed below. Certain information may be confidential and not open to inspection.
- (b) The attached agenda items do not contain any exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972.

<b>Compilation of Agenda by:</b>	Angie Shearon
<b>Telephone No:</b>	Leeds (0113) 251 7220
<b>Date:</b>	9 September 2015



## ITEM 4

### MINUTES OF THE MEETING OF THE WEST YORKSHIRE COMBINED AUTHORITY HELD ON THURSDAY 23 JULY 2015 AT WELLINGTON HOUSE, LEEDS

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<b>Present:</b>	Cllr Peter Box (Chair)	-	Wakefield MDC
	Cllr Tim Swift	-	Calderdale MBC
	Cllr David Green	-	City of Bradford MBC
	Cllr Peter McBride	-	Kirklees MC
	Cllr Judith Blake	-	Leeds City Council
	Cllr Keith Aspden	-	City of York Council
	Cllr Jeanette Sunderland	-	Liberal Democrat Representative (City of Bradford MBC)
	Cllr Andrew Carter	-	Conservative Representative (Leeds City Council)
	Cllr Stephen Baines	-	Conservative Representative (Calderdale MBC)
	Professor Bob Cryan	-	Leeds City Region LEP
<b>In attendance:</b>	Cllr Keith Wakefield	-	Chair of WYCA Transport Committee
	Angela Taylor	-	WYCA
	Nick Winney	-	WYCA
	David Burrell	-	WYCA

#### 22. Apologies for Absence

Apologies for absence were received from Councillor David Sheard and Roger Marsh, Leeds City Region LEP.

#### 23. Declarations of Disclosable Pecuniary Interests

Professor Bob Cryan declared an interest in Agenda Item 7, Leeds City Region Growth Deal Budget Reallocation and Funding, relating to Huddersfield Incubation and Innovation Programme, as he is Vice Chancellor of Huddersfield University.

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

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

**25. Minutes of the Meeting held on 25 June 2015**

**Resolved:** That the minutes of the meeting of the WYCA held on 25 June 2015 be approved and signed by the Chair.

**26. Governance Matters : Appointments**

The Authority considered a report in respect of the following:

- City of Bradford appointment to the Overview and Scrutiny Committee
- To appoint a Combined Authority member to the Governance & Audit Committee

**Resolved:**

- (i) That Councillor Mohammed Amran be appointed to the Overview and Scrutiny Committee in place of Councillor Nussrat Mohammed.
- (ii) That Roger Marsh, LEP be appointed as the Combined Authority's representative on the Governance and Audit Committee.

**27. Leeds City Region Growth Deal Delivery Update**

The Authority considered a report which provided an update on the delivery of the Growth Deal and the West Yorkshire plus Transport Fund (WY+TF) and on progress of delivery of other Leeds City Region projects and programmes.

Members noted the dashboards which were attached at Appendix 1 and considered the updates provided in the submitted report on the programmes and projects where there had been significant developments since the last meeting.

Councillor Green commented that, following concern expressed by members, the West Yorkshire and York Investment Committee had requested further information on those WY+TF schemes with 'red' ratings.

**Resolved:** That the progress to date in delivering the Leeds City Region Growth Deal and other projects be welcomed.

**28. Leeds City Region Growth Deal Budget Reallocation and Funding Approvals for 2015/16 and 2016/17**

The Authority considered a report on the latest position with regard to Growth Deal expenditure for 2015/16.



It was reported that in respect of the Growth Deal Funding 2015/16, £4.2m of the £30.2m would need to be reallocated as little or no spend was forecast in the current financial year on two schemes from Pillar 3 (Energy Accelerator and Resource Efficiency Fund) and two from Pillar 4 (City Fields and Horse Close). It was noted that under the terms of the Growth Deal the Combined Authority had the ability to reallocate funds within the financial year, but there was no flexibility to extend or postpone expenditure into future years and that the Government had indicated that any failure to spend the full annual allocation could possibly result in future awards being reduced.

The report also presented options recommended to the Combined Authority and the LEP Board by the Investment Committee regarding the necessary reallocation of Growth Deal funds for the current financial year. Councillor Green assured members that the West Yorkshire and York Investment Committee would be considering a number of potential alternative projects that could be considered by the Combined Authority for approval if there were a need for any further re-allocation.

The Authority also considered a recommendation which had been referred by the West Yorkshire & York Investment Committee in respect of a project to be taken forward as part of the 2016/17 Growth Deal programme.

**Resolved:**

- (i) That approval be given to a funding package of up to £1m to support the development of Kirklees Housing Sites, of which £295,000 would be spent in 2015/16 and the remainder in 2016/17, subject to completion of the appropriate due diligence.
- (ii) That approval be given to a funding package of £575,000 to support the development of Bath Road, Leeds, to be spent in 2015/16, subject to completion of the appropriate due diligence.
- (iii) That a report be brought to the September meeting with recommendations for options to deal with any remaining need to reallocate 2015/16 Growth Deal expenditure.
- (iv) That approval be given to a funding package of £2,922,000 for the Huddersfield Incubation & Innovation Programme, of which £1,890,000 will be spent in 2016/17 and £1,032,000 in 2017/18, subject to completion of the appropriate due diligence.

**29. Enhancement to the Young Persons' Concessionary Travel Scheme**

The Authority considered a report seeking approval for the use of Well Being Powers in order to enhance the Young Persons' Concessionary Travel Scheme.

It was reported that concessionary travel was currently available to young people aged between 5 and 16 years and those between 16 and 18 who were in full time further education and resided in West Yorkshire. The enhanced proposals would extend the scheme to all 16-18 year olds living in the county.

The Authority was advised that consultation had been undertaken on a draft Concessionary Travel Scheme which included the new proposals, as required by legislation. Operators had welcomed the proposals subject to the need for appropriate reimbursement arrangements.

Welcoming the proposal, members commented that they were very committed to assisting businesses throughout the region to offer apprenticeships, create new jobs and develop training that met local employers' needs and that extending concessionary travel would ensure that young people were able to full advantage of those opportunities. The Committee also stressed the need to undertake extensive publicity and monitoring to achieve maximum take up of the new offer.

**Resolved:**

- (i) That the use of well-being powers to extend the Transport Act 1985 Concessionary Travel Scheme to include all 16 to 18 year olds who are resident in West Yorkshire, from 1 November 2015 be approved.
- (ii) That agreement to transitional negotiated reimbursement with larger operators be delegated to the Transport Committee.
- (iii) That the Transport Committee be requested to review the residency requirements for issuing a young persons' photocard to young persons aged between 11 and 16.

**30. Apprenticeship Grant for Employers (AGE) – Devolution Agreement**

The Committee considered a report which provided an overview of the Apprenticeship Grant for Employers (AGE).

It was reported that the Apprenticeship Grant for Employers, which formed part of the arrangements in the first WYCA Devolution Agreement, was aimed at supporting businesses who would not normally engage in offering apprenticeship opportunities to 16-24 year olds to do so.

Members were advised that AGE would commence in August 2015 and would be available to businesses with up to 250 employees within West Yorkshire and York. Core grants would be made available of up to £1,200 with a further grant of up to £800 available to organisations that supported the LEP's skills priorities by offering apprenticeships in sectors where skills shortages existed, or were businesses that supported the LEP's work with the Joseph Rowntree Trust low wages initiative.

It was noted that the financial allocation for the remainder of 2015/16 financial year (from 1 August 2015) was £2.2m and future years' funding was dependent on the Government's next spending review. The Combined Authority suggested that early discussions take place with the Treasury regarding future funding for the continuation of the Grant.

**Resolved:**

- (i) That the role of the Combined Authority in delivering activities within the Devolution Agreement, particularly the Apprenticeship Grant for Employers (AGE), be approved.
- (ii) That the eligibility criteria and associated Grant funding model as set out at 3.1 of the submitted report be approved.
- (iii) That the proposed project budget for the AGE programme be approved.

**31. Budgets for LEP Projects and Programmes**

The Authority considered a report on:

- Approval to establish new budgets for existing and new projects undertaken through the LEP
- Agreement for the WYCA to act as the Intermediate Body for the European Structural Investment Funds (ESIF) Sustainable Urban Development (SUD) Strategy.

It was reported that the budgets previously held by Leeds City Council on behalf of the LEP had now been finalised and would be transferred to the WYCA by the end of July 2015. Members were advised that as a consequence the following project budgets which were originally expected to remain with Leeds City Council could now be transferred:

- Green Deal Communities Fund
- Tackling Long Term Youth Unemployment (Headstart)
- Growing Places Fund

The report also sought approval for the WYCA to act as the Intermediate Body for the Sustainable Urban Development (SUD) element of the European Structural and Investment Fund (ESIF). Members were advised that the SUD strategies were intended to set out integrated, environmentally sustainable solutions to economic development in urban areas.

It was reported that an update on the SUD Strategy would be brought back to the next meeting prior to submission to the Government on 25 September 2015.

**Resolved:**

- (i) That the transfer of the following projects from Leeds City Council as detailed in the submitted report be approved:

<b><u>Project</u></b>	<b><u>Budget (£)</u></b>
Green Deal Communities Fund	896,875
Tackling Long Term Youth Unemployment (Headstart)	2,769,365
Growing Places Fund	10,950,000

- (ii) That the cashflow implications of claiming European funding be considered, specifically whether the Combined Authority could advance payment to authorities ahead of European funding being received in arrears.

**32. Planning Review**

The Authority considered a report detailing the findings of the Planning Review which had been conducted by the LCR Planning Portfolios Board.

**Resolved:** That the report be deferred pending further discussion with the West Yorkshire Councils on the recommendations made by the LCR Planning Portfolios Board.

**33. Devolution**

The Chair gave an update on the latest position with regard to Devolution for the Region.

He confirmed that a list of 27 Devolution 'asks' building on the WYCA's first stage Devolution deal had been presented to the Government and that discussion with Ministers and the Treasury was still ongoing. He also commented that dialogue was taking place with neighbouring authorities to develop a 'footprint' for Devolution to ensure that the area was covered by a future Devolution deal that would be the most effective in achieving the Combined Authority's ambitions.

## ITEM 5

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**Report to:** West Yorkshire Combined Authority

**Date:** 17 September 2015

**Subject:** Leeds City Region Growth Deal Delivery and Budget Allocation Process

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### 1. Purpose

- 1.1. To update the Authority on delivery of the Growth Deal and the West Yorkshire plus Transport Fund.
- 1.2. To consider how to proceed regarding the re-allocation of Growth Deal expenditure in 2015/16.
- 1.3. To consider the recommendations of the Investment Committee regarding the process of allocation of Growth Deal expenditure in 2016/17.

### 2. Growth Deal – progress on delivery

- 2.1 The Combined Authority has requested regular updates on progress towards delivery of each of the projects and programmes for which we have been awarded funding under the Leeds City Region Growth Deal of July 2014, including the West Yorkshire plus Transport Fund schemes. The structure and content of the dashboards that have been presented to previous meetings is being reviewed, but copies of the latest version are available to members on request.
- 2.2 By the time of its July meeting, the Authority had approved Growth Deal investment that will generate up to 5,000 extra jobs, 1,700 new homes and 79,000m<sup>2</sup> of new commercial space, and which will lever in almost £350m of additional private sector investment. Since the July meeting, further progress has been made in that two of the four contracts for 2015/16 **skills capital** projects have now been signed, namely those with Calderdale College and Shipley College. The contract with Kirklees College is about to be signed in the very near future.

2.3 However, in relation to two other Growth Deal projects, there have been developments that put planned investment for the current financial year at risk:

- the York, North Yorkshire & East Riding LEP Board considered the latest business plan for the **BioVale** project in July, and asked the project sponsors to undertake further work and bring the proposal back for consideration at a later date. The timetable for this work means that it is unlikely that the full BioVale allocation of £1m for 2015/16 will be spent in the current year, even if the proposal is eventually approved by the two LEPs;
- following flood alleviation investment by the Environment Agency that has been undertaken sooner than envisaged, the originally-planned Growth Fund intervention to tackle flood risks on the **York Central** site will no longer be needed. The Council will bring forward alternative proposals for consideration by the Investment Committee.

2.4 In relation to the **West Yorkshire plus Transport Fund**, the progression of feasibility and design work across the early win projects has provided a much better understanding of risks to project delivery. The rationale for the risk ratings in relation to a number of projects are provided below. Please note that a verbal update will be given to the Authority on a number of these projects following a meeting that takes place after these papers are finalised.

- York Central Access – Escalated to ‘amber’ to reflect a delay in the procurement of the Gateway 1 works using the Network Rail procurement frameworks. It also reflects the scheme complexities including; planning consent requirements, interdependencies with the development site, in particular the land assembly issues that will influence the delivery timescales for the new access bridge and wider infrastructure development and delivery; as well as the interface with Network Rail across the wider project area. The scheme can still be delivered by 2021;
- York City Centre Public Transport Improvements – Escalated to ‘amber’ whilst City of York Council considers a revised package of measures to be brought forward. Strategies for traffic and public transport movements in the city centre will be considered as part of the Local Transport Plan (LTP) refresh to take place in 2016;
- A65 Airport Link Road – Escalated to ‘red’ due to scheme costs, third party funding requirements and risk around delivery by 2021. Preparatory work including developing route options for the Gateway Review is continuing to reduce these risks and uncertainties;
- Aire Valley Phase 1 (Temple Green Park and Ride) – Escalated to ‘red’ to reflect issues arising from the Gateway Review. Further detail on the scheme is now being provided to address these issues and the Gateway will be re-submitted for review in September 2015.

- A629 Halifax to Huddersfield Improvements (Phase 2 Halifax town centre) – Now shown as ‘amber’ to reflect overall scheme complexities, such as land take requirements, interface with stakeholders and the range of different benefits that the scheme will deliver, and therefore the different methods of capturing those benefits. Negotiations are continuing with landowners and stakeholders, and baseline evidence continues to be collected to demonstrate the different benefits;
- Huddersfield Station Gateway – Now ‘amber’ due to interface with Network Rail’s electrification programme which has been paused. It is now proposed to de-couple the project from Network Rail’s proposals so that the Transport Fund elements can be progressed independently; and
- East Leeds Orbital Road – Shown as ‘amber’ due to the complexities of the project including land acquisition and third party funding contributions. Options for key early land acquisitions are being investigated to reduce risk.

2.5 The Investment Committee has discussed a report providing more information on the schemes flagged as either red or amber for deliverability by 2021. One of the main constraints in the initial period has been the availability of staff resources. This is being tackled through a major recruitment exercise outlined previously to the WYCA. The closing date for applications was early September and it is hoped to have the first new staff in post very soon.

2.6 The Investment Committee also considered a future programme of transport scheme Gateway approvals through to summer 2016 at its September meeting. A similar programme of expected approval dates by WYCA has been produced and this is set out in Appendix 1.

### **3. Growth Deal expenditure re-allocation, 2015/16**

3.1 As a result of delays and other changes to projects originally identified in the non-transport elements of the LEP’s Growth Deal for 2015/16, it was reported to the July meeting of the WYCA that there was a sum of £4.2m to be re-allocated within the current year. The Authority agreed to re-allocate £3.9m to new projects, leaving a further sum of £300,000 to consider at a future date.

3.2 In addition, as described in paragraph 2.3 above, there are now also risks to the planned expenditure on BioVale (£1m) and York Central (£1.65m). However, at the time of writing, it is not possible to quantify precisely the sums that will have to be re-allocated.

3.3 If the LEP and the Combined Authority are to be able to re-allocate Growth Deal funding within the current financial year in time for any new projects to be able to spend by the end of March, decisions will have to be taken quickly. The Investment Committee has called for a full update on the progress of all Growth Deal projects to be presented to its October meeting, alongside the options for new projects or programmes that could be brought forward as replacements. The outcome of this

report and any recommendations regarding re-allocation for 2015/16 Growth Deal expenditure will be brought to the November meeting of the Combined Authority.

#### **4. Growth Deal expenditure allocation, 2016/17**

- 4.1 Appendix 2 shows that the City Region has been given a provisional Growth Fund allocation of £127.7m for 2016/17. Government has also allocated specific sums to individual projects or programmes over the lifetime of the current Parliament (that is, to 2020/21). Within year, we have flexibility over how the Growth Deal is allocated to projects and programmes – but there is no flexibility on either the overall annual total, nor on the total allocation to any multi-year schemes. In deciding on each year's distribution of the Growth Deal, the LEP and the Combined Authority are also required to bear in mind the City Region's targets for new jobs and houses built by 2021, agreed with government.
- 4.2 The sums allocated to the projects highlighted in yellow in Appendix 2 are committed in the sense that they are (with the exception of the Huddersfield Incubation & Innovation Programme) the second year spend on projects begun this year.
- 4.3 The Investment Committee will consider each of the projects and programmes highlighted in green in Appendix 2 over the course of its next few meetings, and will bring forward recommendations to the Authority on whether and in what form the projects should proceed. At this stage, the Committee has recommended that this initial outline of Growth Fund spending for 2016/17 should be the basis for planning next year's Growth Deal programme. However, it should be noted that the allocations will undoubtedly be subject to change as more information is received.
- 4.5 With regard to the housing & regeneration programme funded by the Growth Deal and due to begin next year, there is a sum of £20m allocated by government over the period to 2020/21. The current indicative figure is that there could be £3.4m to be allocated from the programme for next year, following the decision to award £0.7m as part of the second year of the Kirklees Housing Sites project. In view of the relatively small sums available set against the potentially much larger demand for such projects across the City Region, the Investment Committee recommends that projects relating to the LEP's major strategic development priorities, as defined in the Strategic Economic Plan, should be considered for funding first. Other projects of lower strategic priority could then be considered when there remain funds to be allocated elsewhere.

#### **5. Financial Implications**

- 5.1 There are none arising directly from this report.

#### **6. Legal Implications**

- 6.1 There are none arising directly from this report.



## **7. Staffing Implications**

- 7.1 There are no additional staffing requirements arising from this report.

## **8. Consultees**

- 8.1 Directors of the Combined Authority have been consulted in the preparation of this report.

## **9. Recommendations**

- 9.1 That the progress to date in delivering the Leeds City Region Growth Deal projects be welcomed.
- 9.2 That the Authority requests a report at its next meeting outlining the latest position with regard to the Growth Deal budget for 2015/16 and presenting recommendations for budget re-allocation if required.
- 9.3 That the Authority resolves that the outline of Growth Fund spending for 2016/17 presented in Appendix 1 should form the basis for next year's Growth Deal programme.
- 9.4 That the Authority resolves that priority should be given to the consideration of housing & regeneration projects due to commence in 2016/17 and subsequent years that come from the LEP's major strategic development priorities, as defined in the Strategic Economic Plan. Projects of lower strategic priority should only be considered once the major priority projects have been assessed and there remain funds to be allocated.

## **10. Background Documents**

- 10.1 West Yorkshire Combined Authority, 23 July 2015 – Item 6, Leeds City Region Growth Deal delivery update.
- 10.2 West Yorkshire Combined Authority, 23 July 2015 – Item 7, Leeds City Region Growth Deal budget re-allocation and funding approvals for 2015/16 and 2016/17.
- 10.3 West Yorkshire Combined Authority, 12 March 2015 – Item 8, Leeds City Region Assurance Framework.



## APPENDIX 1

Combined Authority Meeting Date				
17 Sep 2015	20 Nov 2015	4 Feb 2016	31 Mar 2016	25 Jun 2016
<u>Gateway 1</u> - Rail Package (Parking Only) Tranche 1	<u>Gateway 1</u> - Leeds City Centre Package	<u>Gateway 1</u> - A653 Leeds-Dewsbury Corridor	<u>Gateway 1</u> - Aire Valley Phase 2 - Southern Link Road	<u>Gateway 1</u> - Huddersfield Station Gateway
	<u>Gateway 1</u> - A629 Halifax-Huddersfield Phases 1b and 2			<u>Gateway 1</u> - Bradford Forster Square Station Gateway
	<u>Gateway 2</u> - Aire Valley Phase 1 - Temple Green Park & Ride			<u>Gateway 1</u> - Castleford Highway Improvements
				<u>Gateway 1</u> - Halifax Station Gateway
				<u>Gateway 1</u> - Bradford-Shipley Corridor Improvements
				<u>Gateway 1</u> - Highways Efficiency Bus Package (HEBP)
				<u>Gateway 2</u> - Harrogate Road / New Line
				<u>Gateway 2</u> - A629 Halifax-Huddersfield Phase 1a



## Indicative Leeds City Region Growth Deal funding by project, 2016/17

	2016/17
Business Growth Programme*	6.0
Access to Capital Grants Programme*	1.8
Leeds University Innovation & Enterprise Centre*	1.5
Huddersfield Incubation & Innovation Programme*	1.5
<b>Pillar 1 total</b>	<b>10.8</b>

Leeds City College - Printworks Phase 3	2.1
Calderdale College - Unlocking potential	3.0
Kirklees College - National Process Manufacturing Centre	0.1
Skills capital programme* (unallocated)	56.8
<b>Pillar 2 total</b>	<b>62.0</b>

BioVale*	2.0
Resource Efficiency Fund*	0.2
Energy Accelerator*	0.6
<b>Pillar 3 total</b>	<b>2.9</b>

East Leeds Housing Growth - Red Hall*	2.0
Halifax Town Centre*	1.0
One, City Park, Bradford*	2.4
Kirklees Housing sites	0.7
Housing & Regeneration programme* (unallocated)	3.4
<b>Pillar 4 - non-transport total</b>	<b>9.5</b>

<b>Non-transport total</b>	<b>85.2</b>
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West Yorkshire plus Transport Fund*	30.0
Pre-committed devolved transport*	12.6
<b>Transport total</b>	<b>42.6</b>


<b>Government funding allocation</b>	<b>127.7</b>
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## Key

\* Project or programme named in Growth Deal agreements

 Provisional government Growth Fund allocation for 2016/17

 Funding allocated by existing LEP/WYCA decision

 Funding yet to be finally approved by LEP/WYCA



## ITEM 6

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**Report to:** Combined Authority

**Date:** 17 September 2015

**Subject:** West Yorkshire 'plus' Transport Fund - Rail Package (Parking) Programme - Tranche 1 (Gateway 1)

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### 1. Purpose

- 1.1. To seek endorsement for the progression through the Gateway process of the Rail Package (Parking) Programme – Tranche 1 (Gateway 1).

### 2. Information

#### Background

- 2.1. The agreed West Yorkshire Plus Transport Fund programme contains 21 schemes to be delivered in full by 2021. In addition, there are another 12 schemes (or phases of schemes) to be on site by 2021 and a further 6 schemes to be delivered by 2025.
- 2.2. There are three defined gateways to pass through, reflecting the agreed assurance framework and the 'portfolio' management process which aims to ensure that the desired outcomes, as well as outputs, are achieved. The gateway stages are as follows:
- **Development Approval (Gateway 1)** - scheme sponsors undertake modelling, appropriate feasibility work and the preparation of a high level business case;
  - **Procurement Approval (Gateway 2)** - scheme sponsors continue to develop more robust cost estimates, undertake high level appraisal appropriate to the nature and complexity of the scheme, progress detailed design work, refine risk levels, and updates the business case in preparation to seek a price from the market to implement the scheme;

- **Implementation Approval (Gateway 3)** – demonstrating the final cost estimates are robust, risk exposure is acceptable, and that forecast outcomes remain comparable with those agreed in earlier gateways.

- 2.3. To pass Gateway 1, the submitted documentation needs to show that the scheme will provide an acceptable level of value for money, has a clear set of objectives and a realistic chance of successful implementation.

#### **Rail Package (Parking) Programme – Tranche 1 Gateway 1 Submission**

- 2.4. As part of the West Yorkshire Plus Transport Fund, a package of car park extensions at rail stations has been identified to enhance connectivity to, from and within West Yorkshire. The purpose of the package is to increase car parking capacity at selected stations. It will deliver more localised benefits as a result of improved access to the rail network. The package is designed to support sustainable employment growth in the main urban centres and will particularly benefit commuters, but also support more travel into and between the urban centres by rail for other purposes. For the purpose of delivery, the programme has been split in to two tranches as shown below.

##### **Tranche 1**

Fitzwilliam  
Horsforth  
Mytholmroyd  
South Elmsall

##### **Tranche 2**

Hebden Bridge  
Menston  
Mirfield  
Morley  
Normanton  
Shipley  
Steeton & Silsden

- 2.5. Tranche 1 consists of four stations where there are no anticipated land ownership barriers. Three of these are on rail land (Horsforth, Mytholmroyd, South Elmsall) with the fourth (Fitzwilliam) on Wakefield Council's land. Construction on Tranche 1 can commence during financial year 2015/16.
- 2.6. The WY+TF Rail Package (Parking) Programme Tranche 1 Gateway 1 submission was peer reviewed in October 2014. The submission has since been updated to reflect the feedback from this process and contract costs for detailed design have been confirmed. It is now proposed to seek approval from the Combined Authority to progress through Gateway 1 and funding to progress to Gateway 2 in September 2015.
- 2.7. Tranche 2, consisting of the remaining sites would still be progressed for delivery within the first 3 years of the WY+TF being established subject to the land ownership issues being resolved. Tranche 2 sites have either tenants occupying part of the site, or are on non-rail owned land. This presents a requirement for compensation / relocation / acquisition work-streams which adds time into delivery programmes at these sites.



2.8. A summary business case and value for money statement is attached to the report. Investment Committee has considered these and recommended that WYCA approves the Gateway 1.

2.9. Approval is sought for expenditure of £137,000 (including contingency) to allow the preparation of detailed design, and the development of a full detailed business case. Approval to proceed beyond that stage would be sought at Gateway 2.

### **3. Financial Implications**

3.1. The financial implications of the Transport Fund were set out for and agreed by the Combined Authority at their meeting on the 12 December 2014.

3.2. This report identifies the requirement for expenditure of £137,000 to progress Tranche 1 of the car park extensions to Gateway 2. It is estimated that the total cost, including feasibility, design and construction costs, of delivering Tranche 1 is £1.89m. The total cost of delivering both Tranches 1 and 2 is estimated at £12.4m.

### **4. Legal Implications**

4.1. None as a result of this report.

### **5. Staffing Implications**

5.1. The Combined Authority, at their meeting on 12 December 2014, approved, in principle, the creation of up to 30 posts for the initial delivery phase of the fund. The recruitment process for 23 posts is now underway.

5.2. Work is also underway to develop a new procurement mechanism that is flexible enough to provide additional resources to meet the significant peaks in workload and provide specialist skills not available within the partnership for the Transport Fund over its duration.

### **6. Consultees**

6.1. A Programme Board has been established to progress work on the Rail Package (Parking) Programme and includes representation from Network Rail and Northern Rail who will be engaged throughout. WYCA have also engaged all District Councils via a nominated representative from each District.

### **7. Recommendations**

7.1. That the Combined Authority endorses the progression of the Rail Package (Parking) Programme – Tranche 1 through Gateway 1.

- 7.2. That the Combined Authority approves the allocation of £137,000 to allow the preparation of detailed design, and the development of a full detailed business case for the Tranche 1 station car park extensions.

## **8. Background Documents**

- 8.1. Report to the Combined Authority on the 12 December 2014 '*West Yorkshire plus Transport Fund - Programme and Cost Review*'.

## WEST YORKSHIRE PLUS TRANSPORT FUND BUSINESS CASE SUMMARY

**Project Ref: Rail  
Package (Parking)  
Programme - Tranche  
1 GW1**

**Rail Package (Parking) Programme - Tranche 1**

### Summary

Promoting Authority	WYCA
Project Executive	David Hoggarth, WYCA
Project Manager	Peter Coello, WYCA
Gateway Stage for which approval is sought	One
Approval for expenditure being sought	£137,000

### Project description

As part of the WY+TF, a package of car park extensions at rail stations has been identified to enhance connectivity to, from and within West Yorkshire. The purpose of the package is to increase car parking capacity at selected stations, and will deliver more localised benefits as a result of improved access to the rail network. The package is designed to support sustainable employment growth in the main urban centres and will particularly benefit commuters, but also support more travel into and between the urban centres by rail for other purposes. WYCA has authorised the commencement of the feasibility studies at 12 sites. During 2014, the WYCA Interim Portfolio Board Mandated the commencement of feasibility studies at multiple sites (Note; this WYCA Gateway 1 Submission is for Tranche 1 only).

### Delivery Tranche 1

- Fitzwilliam
- Horsforth
- Mytholmroyd
- South Elmsall

### Strategic Objectives:

- I. An increase in employment and productivity growth
- II. Better than average improvement in employment accessibility for residents in the most deprived 25% of West Yorkshire communities
- III. Every West Yorkshire district to gain an average improvement in employment accessibility no less than half the average across West Yorkshire
- IV. The overall impact of the Fund's interventions would be carbon neutral at the package level

### Project Objectives:

- I. GVA/ per £ of whole life cost 1.06 (Transport Fund ranking GVA ranking 15)
- II. Employment benefit
- III. Extended free car parking enhancing employment accessibility
- iv. Improved Added Value in line with the Green Infrastructure Task Group recommendations where appropriate

The car park improvements will deliver more localised benefits as a result of improved access to the rail network including in some sites:

- Reduced impact on local residents from commuter parking
- Development of waste ground improving local amenity of the area

### Desired outcomes

- I. Increase passenger use-age at the identified stations
- II. Increase access to employment in deprived areas
- III. Alleviate unauthorised car parking on adjacent residential streets

Funding Source	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/21	22/23	23/24	TOTAL
WY+TF			137,000.00									137,000.0

Key Outcomes	Quantified Impact	Comments
WY GVA / £	£9.1m	per annum (in 2009 prices)
WY Jobs	130	additional in WY by 2026
WY Housing	164	additional West Yorkshire households

Summary of current scheme against baseline

## WEST YORKSHIRE PLUS TRANSPORT FUND BUSINESS CASE SUMMARY

**Project Ref: Rail  
Package (Parking)  
Programme - Tranche  
1 GW1**

**Rail Package (Parking) Programme - Tranche 1**

Key quantified impacts above - As specified in PDFH, this total of 14 minutes is weighted by a factor of 2.0 for rail walk access times. These journey time improvements were subsequently fed into the Urban Dynamic Model (UDM) as a combined package for all sites to assess the wider economic benefits of the scheme. The results of this modelling forecast the following headline economic benefits at 2026. Completion of GRIP 1-2 Feasibility has refined sites and costs resulting in current scheme against baseline figures as below:

WY GVA / £10.7m to £9.1m per annum (in 2009 prices)

WY Jobs 152 to 130 additional in WY by 2026

WY Housing 209 to 164 additional West Yorkshire households

### Combined Business Case

Calculated based on guidance from the Passenger Demand Forecasting Handbook (PDFH). The following components have been applied which result in journey time improvements totalling 14 minutes:

- o Secure parking 5 minutes
- o Guaranteed space 4 minutes
- o Walk access time 5 minutes

The results from the UDM have also been used to provide a value for money assessment of the scheme. The GVA per £ and BCR figures presented below represent strong value for money:

- o 5.9 overall package BCR
- o GVA per £ of whole life cost to the Fund of 1.1 (was 1.3) (used for the priority order of schemes within the Transport Fund),

Modelling work for the scheme provides a wide range of further metrics to demonstrate scheme performance. Selected metrics include (at 2026):

- o An increase of 1,538 rail trips to work per weekday,
- o A reduction of 538 car trips to work per weekday,
- o A reduction of 46 tonnes of CO2 emissions from car trips to work per annum

The results demonstrate strong performance for the overall scheme combining all sites. The performance of individual sites will also be appraised to show how each site contributes to the package as a whole. It is not deemed suitable to run individual sites through the UDM modelling process due to the small scale of the interventions. Individual sites will instead be subject to a traditional transport appraisal in line with DfT's WebTAG guidance. It is proposed that a minimum threshold of achieving a BCR of at least 2 should be used, which is considered by the Department for Transport as 'high' value for money.

Key risks	Description
Risk 1	Existing utilities and services (Cost / Timescales / scope)
Risk 2	Ecological Survey Timings (Cost / Timescales / benefits realisation)
Risk 3	Existing retaining walls (Cost / Timescales / scope)

### Land Acquisition

No land acquisition is required for Tranche 1.

Land at Horsforth, Mytholmroyd and South Elmsall is already owned by Network Rail, developments will be incorporated into Network Rail's Station Lease Area's and maintained by the TOC (Northern Rail).

### Key Stakeholders

Internal	External bodies
Finance	Network Rail
Legal	Northern Rail
Facilities and Assets	Bradford Council
Bus Services	Calderdale Council
LEP	Kirklees Council
	Leeds Council
	Wakefield Council
	Utility Companies
	Site Tenants
	Environment Agency
	Mytholmroyd Station Partnership
	Normanton Town Council

WEST YORKSHIRE PLUS TRANSPORT FUND BUSINESS CASE SUMMARY	
Project Ref: Rail Package (Parking) Programme - Tranche 1 GW1	Rail Package (Parking) Programme - Tranche 1
	Hebden Royd Town Council
	Friends of Hebden Bridge Station
	Friends of Morley Station
	Bradford Urban Wildlife Group
Consultation	
<p>A Programme Board has been established to progress work and includes representation from Network Rail and Northern Rail who will be engaged throughout. WYCA have also engaged all District Councils via a nominated representative from each District. Monthly Highlight reports are channelled into the WYCA Portfolio Office Dashboard which is circulated amongst the Districts and through WYCA approval Groups such as the Officers Steering Group. Upon Gateway 1 funding approval, WYCA alongside District partners and Network Rail will begin consultation with Members, local residents and any tenants occupying sites.</p>	
Associated Documents	



## Value for Money Statement - Central Case

<b>Scheme Name</b>	<b>Rail Package (Parking) Programme - Tranche 1</b>
<b>Scheme Promoter</b>	<b>WYCA</b>
<b>Gateway Stage</b>	<b>One</b>

Criteria	Assessment	Comments
<b>Quantified Benefits</b>		
Present Value of Benefits	Time Savings	£10.06m
	Vehicle Operating costs	n/a
	Greenhouse Gases	n/a
	Indirect Tax	n/a
	Other	n/a
	Total	£10.06m
<b>Cost</b>		
Optimism Bias	44%	In line with TAG guidance 44% has been used in BCR calculations for a scheme at this stage of development. Given that the scheme costs have been derived based on a more thorough understanding of land and other costs than might be anticipated at this stage, it may have been acceptable to apply a 15% uplift as would be applied at Gateway 2. The use of 44% results in a conservative BCR being estimated.
Base year	2010	Base year used for appraisal
Total Present Value of Costs	£2.79m	The sum of total capital costs for the Programme - Tranche 1, presented in real terms to remove the effect of inflation, and discounted to reflect the value of future costs in a common base year. There are no revenue implications for the WYCA as a result of delivering these capital infrastructure schemes. To date the programme has not quantified on-going operating cost implications. For appraisal purposes a basic assumption has been included across all sites. A figure of £4k per site per annum has been sourced from previous car park extension projects carried out by Northern Rail. Operating cost assumptions should be considered more fully at later stages to understand the impact at individual sites.
<b>BCR (Benefit to cost ratio)</b>		
Initial	All sites exceeding a minimum BCR threshold of 2.0: Fitzwilliam 2.5, Horsforth 3.6, Mytholmroyd 4.3, South Elmsall 3.3.	The Benefit Cost Ratio (BCR) considers the impacts to the economy, society, the environment and the public accounts. It offers an estimate of the value of benefit generated for every £1 of public expenditure on a project or scheme.  The Initial BCR is constructed using the DfT's guidance on monetising the different benefits and costs of a transport intervention
Adjusted	n/a at this stage.	The Adjusted BCR considers further qualitative and quantitative information on some impacts and how these contribute to the Value for Money of the scheme.
<b>Qualitative Benefits</b>		
Qualitative Benefits	n/a	Itemised in Appraisal summary table. At this stage (on the basis of proportionate appraisal) it is not appropriate to undertake a detailed assessment of qualitative benefits.
<b>VfM (value for money)</b>		
Value for Money Category	High - Very high	Categorisation of the schemes value for money using DfT defined criteria based on Benefit to cost ratio (BCR)  <1.0 = poor 1.0 – 1.5 = low 1.5 – 2.0 = medium 2.0 – 4.0 = high >4.0 = very high

<b>Sign-off</b>	
<b>Name</b>	Angela Taylor
<b>Title</b>	Director Resources
<b>Organisation</b>	WYCA
<b>Signature</b>	





## ITEM 7

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**Report to:** Combined Authority

**Date:** 17 September 2015

**Subject:** Planning Review

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### **1. Purpose**

- 1.1 To present the findings of the Planning Review conducted by the LCR Planning Portfolios Board for approval by the Authority.

### **2. Information**

- 2.1 The Planning Review explored the potential roles of the West Yorkshire Combined Authority (WYCA) and Leeds City Region Enterprise Partnership (LEP) in adding value to the Duty to Cooperate, planning process and strategic planning. The recommendations set out in this paper have been discussed and agreed by Leeds City Region Authorities in advance. Briefing of Combined Authority members has been provided where requested, with positive outcomes.
- 2.2 At a previous meeting of WYCA in September last year, Leaders requested that the LCR Planning Portfolios Board, in liaison with partner authorities, develop options on the potential roles and requirements of both the WYCA and the LEP in respect of the Duty to Cooperate and strategic planning. This work is now complete and this paper provides a full set of draft recommendations from the Portfolios Board, some of which include maintaining current arrangements, but with others either proposing new roles be delivered by WYCA or further options be explored further. The full proposals are set out in Appendix 1.
- 2.3 The Duty to Cooperate became a statutory requirement on the 15<sup>th</sup> November 2011. It is a legal duty on Local Planning Authorities and certain public bodies to engage constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation relating to strategic cross boundary matters. The key legislation governing the Duty to Cooperate is the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011.

- 2.4 As the roles of the LCR LEP and WYCA mature, the opportunity to add value through these new arrangements has arisen. A shared Strategic Economic Plan (SEP) is now in place. The SEP ambitions on planning are worded as follows: *‘To further strategically align local planning policy, investment and delivery through stronger partnership working in relation to the Duty to Cooperate’*.
- 2.5 With some Local Planning Authorities in both the city region and across the country experiencing difficulties in demonstrating that they have and are adequately meeting the Duty to Cooperate, the LCR Planning Portfolios Board prepared the LCR Statement Of Cooperation which was endorsed by both WYCA and the LEP in September 2014. The Statement was subsequently supported by Government as it was included in the Growth Deal settlement with Government, demonstrating how WYCA, LEP and city region authorities would work in collaboration to plan for and deal with strategic cross boundary planning issues.
- 2.6 The key objectives of the review were to:
- Support the 11 LCR authorities in developing and applying the Statement of Cooperation on local planning;
  - Provide clarity on the role of WYCA / LEP on planning matters (important for transparency and for partners and the public to engage on strategic planning matters);
  - Identify opportunities to strengthen joint-working arrangements and shared resources on planning matters including identifying potential cost savings and efficiencies;
  - Identify whether there are gaps in our strategic planning approach in the LCR and recommend a way forward to address these gaps if required.
- 2.7 Six key workstreams were identified for consideration:
1. CA/ LEP compliance with the Duty
  2. CA/ LEP involvement with planning applications
  3. CA/ LEP input into local plans
  4. Joint-working arrangements
  5. Strategic planning policy
  6. Governance and communication
- 2.8 Following the consideration by WYCA of the recommendations in this report, the LCR Statement of Cooperation will be updated with any agreed further roles and responsibilities.

### **Combined Authority, the LEP and the Duty to Cooperate**

- 2.9 The WYCA is not a local planning authority for purposes of the 2004 Act. However, it is *“a prescribed body”* which is subject to the same duty to cooperate in relation to maximising the effectiveness of “prescribed activities”. These activities include the preparation of strategic development plan documents, local development

documents and activities which support these strategic documents. In addition, LEPs are subject to these duties, but the LCR LEP is not a corporate entity, and so it is not considered that the legislation could be complied with or enforced in relation to the LEP, in a strict sense.

- 2.10 The strategic activities to which the duty applies include *“sustainable development or use of land that has or would have a significant impact on at least two planning areas including for or in connection with infrastructure that is strategic or has or would have significant impact on at least two planning areas.”* It is clear that the WYCA, in its formulation of the Local Transport Plan (entitled Single Transport Plan), its Rail Plan and its input and adoption of the SEP, amongst other things, has been engaging in activity to which the duty to cooperate arises.

### **Planning Review Key Recommendations**

- 2.11 There are 36 recommendations from the review which are recommended for approval by the WYCA. Key recommendations include the following:
- WYCA to begin to provide formal consultation responses at publication draft stage in plan preparation on request and on receipt of a SEP alignment self-assessment from the requesting authority [the self-assessment form is currently being drafted with Heads of Planning]. Leeds City Region Enterprise Partnership (LEP) will not engage directly in plan preparation due to conflicts of interest;
  - WYCA to begin commenting on planning applications from an economic perspective as well as a transport perspective on an exception basis and in response to referrals from Local Planning Authorities. Transport responses should also include a strategic perspective as well as the detailed policy and implementation perspective. It is considered that it would be inappropriate for the LEP to provide comments on planning applications due to potential conflicts of interest.
  - Increased joint working including exploring the potential for joint procurement frameworks for planning work and exploring the preparation of further joint evidence where appropriate; this to include exploring the opportunities and efficiencies of preparing joint waste and minerals documents.
  - Implement resource-sharing activity relating to minerals and waste planning and explore other resource-sharing opportunities as appropriate;
  - To introduce a spatial element to the SEP – initially by providing a spatial diagram of growth areas linked to major transport investments, with a further commitment to prepare a non-statutory joint infrastructure investment framework / plan that is informed by both the SEP and existing and emerging local plans across the city region.

### **3. Financial Implications**

- 3.1 The activity to implement the joint-working arrangements is mainly supported through the LCR local authorities and both the WYCA Housing and Spatial Planning Team and WYCA Transport Policy Team with related budgetary provisions.

### **4. Legal Implications**

- 4.1 The Duty to Cooperate is contained within the Planning and Compulsory Purchase Act 2004 (the 2004 Act) section 33, with amendments and additions inserted by the Localism Act 2011. The WYCA is not a local planning authority for the 2004 Act. However, it is "*a prescribed body*" which is subject to the same duty to cooperate in relation to maximising the effectiveness of "prescribed activities".
- 4.2 Correspondingly, there is a need to ensure that liaison with local planning and transport authorities is undertaken in a manner which is consistent with the Acts as set out in the LCR Statement of Cooperation, in order that such liaison and any responses are sufficiently robust to support the local planning process in relation to the Duty to Cooperate, including at Inquiries.
- 4.3 All the recommendations can be acted upon under the Planning Act. There are no requirements for changes to legislation.
- 4.4 The Head of Economic Strategy has delegated authority to carry out these functions if approved by the Authority.

### **5. Staffing Implications**

- 5.1 Activity to implement further joint-working arrangements will be supported through both the WYCA Housing and Spatial Planning Team and WYCA Transport Policy Team. Additional resources may be required should the roles of the WYCA be further enhanced in the future.

### **6. Consultees**

- 6.1. The views of both the LCR Planning Portfolio Board and Merran McRae, City Region Chief Executive Lead for Housing and Planning, which includes the responsibility for strategic planning issues and the Duty to Cooperate, have informed the preparation of this report.

### **7. Recommendations**

- 7.1 That the recommendations of the LCR Planning Portfolios Board in relation to enhanced strategic planning and enhanced supporting roles for WYCA be approved.

- 7.2 That the LCR Statement of Cooperation be updated with the agreed recommendations.
- 7.3 That a further report be brought back to a future meeting of the WYCA on progress in implementing the recommendations. Any further proposals for further enhanced roles, taking into account any devolution proposals by the Combined Authority / LEP, be brought back to the WYCA for consideration and decision.



## Appendix 1 – Full proposed recommendations

WORKSTREAM	ISSUE	DRAFT RECOMENDATIONS
<b>1. WYCA / LEP Compliance with the Duty</b>	The Duty applies in principle to the WYCA in preparation of strategic plans for example the LTP/STP (or subsequent updates), Rail Plan and SEP. There is a lack of clarity currently on how this applies and with the changing organisational arrangements whether consultation arrangements relating to the preparation of strategic plans is sufficient.	<ol style="list-style-type: none"> <li><b>1. WYCA and LEP to continue to follow current guidance in preparation of strategic plans (e.g. Strategic Economic Plan and Single Transport Plan) – no change to current arrangements.</b></li> <li><b>2. WYCA and LEP to apply the high level principles of the Statement of Cooperation in preparing strategic plans.</b></li> <li><b>3. A standing item to be included on the agenda of the Leeds City Region Planning Portfolios Board to provide updates on key areas of activity relating to transport and the West Yorkshire + York Transport Portfolio Advisory Group.</b></li> <li><b>4. West Yorkshire + York Transport Portfolio Advisory Group and North Yorkshire Planning and Transport Members Board to be provided with key updates on relevant strategic activity of the Leeds City Region Planning Portfolios Board to ensure cross-policy links are identified.</b></li> <li><b>5. Joint workshops with both planning and transport portfolios holders in attendance will be undertaken as required on specific topics.</b></li> </ol>
<b>2. WYCA / LEP Involvement with Planning Applications</b>	The WYCA and LEP are not statutory consultees on planning applications but are prescribed bodies. In the context of changing organisational arrangements there is a need to clarify the role of the WYCA/LEP in providing consultation responses on both local and strategic applications on transport matters and economic development matters.	<ol style="list-style-type: none"> <li><b>6. All applications to be determined by LPA or planning inspectorate - no change to current arrangements proposed.</b></li> <li><b>7. WYCA to continue to provide consultation responses on planning applications relating to transport matters to WY authorities; responses will provide comments and practical guidance (including recommendations relating to planning gain) to ensure that development proposals are aligned and contribute to meeting the objectives of the Local Transport Plan / emerging Single Transport Plan and LPA's transport policies. Responses to other LCR authorities will be provided where the development would have an impact on WY.</b></li> <li><b>8. WYCA to provide consultation responses on planning applications relating to economic development matters (all LCR authorities) - providing an assessment of alignment with the Strategic Economic Plan<sup>1</sup>, WYCA/LEP investments or policy positions. This will only be to local planning authorities and on an exceptions basis such as by the request of LPAs on applications of sub-regional significance and / or where they relate to specific schemes which the WYCA / LEP have an interest; for example schemes which are part of the LCR project pipeline for investment.</b></li> </ol>

<sup>1</sup> E.g. Alignment with strategic priority locations: (Strategic Growth Centres, Strategic Housing Growth Areas, and Strategic Employment Sites) and priority sectors: (innovative manufacturing, financial and professional services, health and life sciences, low carbon and environmental industries, digital and creative industries and food and drink).

		<p>9. Further consideration be given with local authority partners to the opportunities and benefits of more formalised arrangements eg. WYCA becoming a statutory consultee on major planning applications.</p> <p>10. The LEP will not provide consultation responses or letters of support on planning applications in order to maintain independence from the development management process and ensure there are no conflicts of interest. As noted in the recommendation above, WYCA will provide responses in relation to the SEP.</p> <p>11. WYCA officers will ensure internal processes are in place to coordinate and align planning application responses across economic and transport, as required.</p>
<b>3. WYCA /LEP input into Local Plans</b>	<p>The WYCA and LEP are not statutory consultees on local plans but are prescribed bodies. In the context of changing organisational arrangements there is a need to clarify the role of the WYCA/LEP in providing consultation responses both transport and economic development matters relating to draft development plans.</p>	<p>12. WYCA to engage in local plan preparation of all Leeds City Region authorities (both informal, early engagement and at publication draft stages) on both transport and economic development matters.</p> <p>13. The LEP will not engage in local plan preparation to maintain independence from the local planning process, and ensure there are no conflicts of interest.</p> <p>14. On both economic development and transport matters a template for self-assessment of plan alignment with the SEP and other relevant strategic plans (for example the Single Transport Plan) will be developed for completion by the LPA.</p> <p>15. Following receipt of a self-assessment template and at the request of the LPA a formal written response would be provided from WYCA on both transport and economic development matters. For Leeds City Region authorities not in WY, this will be under the remit of the LCR Partnership Committee.</p> <p>16. WYCA to continue to provide technical assistance to LPAs (West Yorkshire and other LCR authorities if required) in relation to accessibility assessments for site allocations subject to resources.</p> <p>17. WYCA/LEP to liaise with neighbouring LEP areas on cross boundary issues of strategic importance.</p>
<b>4. Enhanced joint working arrangements</b>	<p>There is a high degree of cooperation taking place on strategic planning matters between LCR authorities (and with neighbouring authorities) and there are some examples of resource-sharing and joint services within the</p>	<p><u>Joint-working:</u></p> <p>18. Explore the potential for West Yorkshire/LCR wide procurement frameworks to support cost savings and efficiencies (e.g. framework relating to commissioning of local evidence, such as for retail, viability and housing market area assessments).</p> <p>19. LPAs to notify each other on applications of strategic, cross-boundary significance, with the process and requirements to be agreed and set out in the revised LCR Statement of Cooperation.</p>



	LCR. There may be opportunities to build on this foundation to either decrease risks, improve services or to reduce costs.	<p><b>20. West Yorkshire authorities continue to work to support the development and implementation of the Single Transport Plan.</b></p> <p><b>21. West Yorkshire authorities work towards a common methodology for accessibility assessments on transport, which would form an appendix to the Single Transport Plan.</b></p> <p><b>22. Leeds City Region authorities to use the Health Impact Checklist where it meets local need, with a longer-term ambition to develop a full Health Impact Assessment framework (HIA) that is fit for purpose (relating to development management).</b></p> <p><b>23. West Yorkshire authorities explore the potential opportunities and efficiencies of preparing Joint Waste and Minerals Plans.</b></p> <p><b>24. Leeds City Region authorities continue to prepare joint evidence on housing requirements and housing markets, and explore the opportunity to prepare joint strategic housing market assessments where appropriate.</b></p> <p><b>25. Leeds City Region authorities explore opportunities for enhanced joint working on flood risk and Sustainable Urban Drainage.</b></p> <p><b>26. Leeds City Region Authorities and the WYCA to consider further opportunities for preparing joint evidence to support local plans and potentially inform strategic policy positions, taking advantage of cost-efficiencies and aligning evidence. Planning policy areas that have been initially suggested include waste and minerals, retail and transport.</b></p> <p><b><u>Resource Sharing:</u></b></p> <p><b>27. West Yorkshire authorities to put in place and implement a partnership agreement relating to sharing of resources for planning applications and appeals on minerals and waste matters.</b></p> <p><b>28. Continue to explore formalised joint working arrangements relating to Building Control in the Leeds City Region, cross-boundary working has commenced and is in a trial period offering support and operational capability to ensure service resilience particularly during busy periods.</b></p> <p><b>29. Continue to jointly fund major cross boundary studies and evidence gathering, where appropriate.</b></p>
<b>5. Strategic Planning Policy</b>	The current LCR approach is to build a shared evidence base and where necessary develop joint (non-statutory) plans and strategies. (The exception to this are the LTPs which are statutory plans for WY, and York	<p><b>30. A diagrammatic representation of Leeds City Region strategic spatial priorities to be prepared as a priority. This will illustrate the alignment between employment and housing growth opportunities and committed transport infrastructure investments to 2030.</b></p> <p><b>31. To prepare a non-statutory joint investment framework / infrastructure plan that reflects emerging local plans across the city region. The framework should focus on growth opportunities, where to direct investment and safeguarding the environment. This could be</b></p>

	and North Yorkshire). Approaches are now emerging throughout the UK to address gaps in strategic planning. A number of organisations including the RTPi are lobbying for changes that avoid legislation but incentivise authorities and partnerships of authorities to plan collectively for the long term.	<p>an online, interactive tool linked to local plans.</p> <p><b>32. Keep under review the Leeds City Region Interim Strategy Statement (2011).</b></p>
<b>6. Governance and Communication</b>	Consider potential requirements within existing and emerging governance arrangements.	<p><b>33. The 10 local authorities in the Leeds City Region and North Yorkshire County Council are local planning authorities (LPAs). They are therefore empowered by law to exercise statutory planning functions. The WYCA is not an LPA and it is not considered that there is any need to change these current arrangements at this time. Any further consideration of this position will be taken forward in the course of devolution discussions.</b></p> <p><b>34. WYCA is the accountable body for the LEP. The WYCA / LCR Partnership Committee / LEP Board, as appropriate, should continue to be the decision-making bodies with regard to non-statutory, joint policy / evidence on strategic planning matters.</b></p> <p><b>35. The LCR Planning Portfolios Board remains the advisory group to WYCA and LEP with regard to strategic planning matters and the WY+York Transport Planning Advisory Group (TPAG) remains the transport planning advisory group to WYCA.</b></p> <p><b>36. It is not appropriate for the WYCA / LEP advisory groups to include private sector representation due to potential conflicts of interest. Therefore, alternative arrangements should continue to be made to ensure, and seek to enhance where appropriate, private sector input to strategic planning activities at both local and sub-regional levels.</b></p>

NB. Several recommendations set out above may be reviewed in the course of further post-election devolution discussions with local partners and Government.

## ITEM 8

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**Report to:** Combined Authority

**Date:** 27 September 2015

**Subject:** Governance and Audit Committee Recommendations

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### 1. Purpose

- 1.1. To seek approval to decisions recommended by the Governance and Audit Committee at its meeting of 28 July 2015.

### 2. Information

- 2.1. The Governance and Audit Committee considered a number of items at its meeting on 28 July 2015. The terms of reference of this Committee reflect the position which is that under the Local Government Act 1972 s102 co-optees are not permitted to be appointed to a committee regulating and controlling the finances of the Authority. Certain issues therefore can be discussed and considered by the Committee but a number of these require consideration and formal approval by the Combined Authority, following appropriate advice and information from the Governance and Audit Committee, and these are set out below.
- 2.2. **Internal Audit Quality Assurance and Improvement Programme (QAIP).** This sets out the way in which Internal Audit will ensure it has robust assessment processes in place. This formal documentation is also required as part of compliance with the Public Sector Internal Audit Standards. The QAIP is available to view on the WYCA website under the 'Meetings' section and the Committee recommends this for approval.
- 2.3. **Review of internal control and of the effectiveness of internal audit.** These annual reviews are a statutory requirement and were considered in detail by the Governance and Audit Committee. As part of the evidence for this it also considered the internal audit annual report for 2014/15 which provides an opinion on the internal control environment in operation during that year; the opinion is that these frameworks were 'operating adequately.' The Internal Audit Report and Opinion is available to view on the WYCA website under the 'Meetings' section. The Committee recommends to the WYCA that the internal control environment is operating satisfactorily and that the internal audit function is effective.

- 2.4. **Approval of annual accounts 2014/15.** The Committee considered the annual accounts for the West Yorkshire Combined Authority. As part of their consideration the external auditors Deloitte presented their final report (ISA260 report) on the audit work they had undertaken on this, the first set of accounts for the Authority. The accounts and auditor report are available to view on the WYCA website under the 'Meetings' section. The audit work has been completed on schedule and there were no issues arising during the audit that required any changes to the figures in the accounts – a “clean” audit opinion will be issued. The Committee recommend the accounts and the associated Treasury management policy for approval.
- 2.5. Due to the time that has elapsed between the Governance and Audit Committee considering the accounts and the request to this meeting to approve them it has been necessary for Deloitte to reissue their final report on the accounts. The reissue of the report is simply to update the completion of some minor areas of work and to re-confirm that nothing has happened in the intervening period that has an impact on the accounts. There are no changes of any significance to the reissued version that the WYCA need to take into account in order to sign the accounts. There is also a requirement for management to provide at this stage letters of representation to confirm that all necessary information has been made available to the auditors in their work.
- 2.6. Paper copies of the documents referred to in the above paragraph will be available at the meeting.
- 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. Consultees**
- 6.1. All the decisions requested are at the recommendation of the Governance and Audit Committee.
- 7. Recommendations**
- 7.1. That the WYCA approve the Internal Audit Quality Assurance and Improvement Programme.
- 7.2. That the WYCA confirm the conclusions of the review of internal control and the effectiveness of internal audit.

- 7.3. That the WYCA approve the annual accounts for the West Yorkshire Combined Authority for 2014/15 and the treasury management statement.



## ITEM 9

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**Report to:** Combined Authority

**Date:** 17 September 2015

**Subject:** Request to Change Overview & Scrutiny Committee Standing Orders

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### 1. Purpose

- 1.1. To advise the Combined Authority of a request from the Overview and Scrutiny Committee to amend elements of Standing Orders in relation to call-in arrangements.

### 2. Information

- 2.1. At its meeting on 23 July 2015 the Overview and Scrutiny Committee considered the arrangements in place in the Scrutiny Standing Orders to enable them to call in decisions. It was felt that these were too onerous with regard to the time allowed to register a decision to call in, given the need to co-ordinate such a decision across members from more than one District Council. The Committee proposed that the 3 days required for registering a call-in be extended to 5 working days.
- 2.2 **Appendix A** sets out the arrangements in place at the West Yorkshire and York Councils; these were considered when the Scrutiny Standing Orders were drafted for the WYCA. There are variances between the different arrangements in place and Members are asked to consider if they feel it appropriate to make this change to the Scrutiny Standing Orders.

### 3. Financial Implications

- 3.1. None arising directly from this report.

### 4. Legal Implications

- 4.1. As set out in the report. Any changes to Standing Orders can only be made by a meeting of the full Authority.

**5. Staffing Implications**

5.1. None arising directly from this report.

**6. Consultees**

6.1. Monitoring Officer

**7. Recommendations**

7.1. That the Combined Authority determine if any changes should be made to the Standing Orders of the Overview and Scrutiny Committee with regard to call-in arrangements.

**8. Background Documents**

8.1. Standing Orders



## **SCRUTINY ARRANGEMENTS**

### **DISTRICT CALLING-IN PROCEDURES**

Procedure	WYCA	Bradford	Calderdale	Kirklees	Leeds	Wakefield	York
<b>Length of time for registering a call in after a decision made by a Committee?</b>	A decision may be called in on the 3 <sup>rd</sup> clear working day following publication of the list of decisions taken at a meeting of the WYCA or Transport Committee.	A decision may be called in by 1700 hours on the 3 <sup>rd</sup> working day following the publication of the list of decisions taken at a meeting of the Executive/Area Committee.	A decision can be called in up to 7 working days after a decision has been made.	A decision can be called in up to 5 working days after a decision has been made ie." a meeting held on Monday would mean that the call in period expires the following Monday at 5.30 pm."	To initiate a call-in a request must be submitted to the Scrutiny Officer by 5 pm of the 5 <sup>th</sup> working day after a decision has been published.	A decision may be called in up to 5 working days after publication of the decision.	A decision can be called in up to 2 days after a decision has been made.
<b>Can a single Councillor call in a decision?</b>	<b>No.</b> Any 5 members of the O&S Committee to include at least 1 member from 2 different constituent Councils.	<b>Yes.</b> The Chair of the Overview & Scrutiny Committee must call in a decision at the request of a member of the Committee, another Committee or the Committee	<b>No.</b> Any 3 members of the Council, one of whom is a member of the Scrutiny Panel within whose remit the decision falls.	<b>No.</b> It is either 5 Councillors or the lead member (Chair) of the Scrutiny Panel whose portfolio the decision falls in, plus another Councillor on the Scrutiny Panel.	<b>No.</b> The decision may be called in by either: 2 non-Executive elected members who are not from the same political group; or	<b>No.</b> The decision may be called in by at least the Chair and/or 3 members of the Overview & Scrutiny Committee.	<b>No.</b> Three named councillors must lodge a written notice of their wish to call in.

		member representing the third largest group on the Council.			5 non-Executive elected members, one of whom shall be a nominated signatory.		
<b>How many days after a decision has been called in must the Committee convene to scrutinise the decision?</b>	A meeting will take place within 7 clear days of the request being received.	The meeting takes place “where practicable” not more than 10 days after the receipt of the call in notice.	A meeting will take place within 7 clear working days of the call in request being received.	Two weeks from the end of the call-in period and then in exceptional circumstances the period can be extended with the agreement of the Council’s Director of Resources/AD Legal.	A meeting will take place within 7 clear working days of the call in request being received.	When a call in is received the Chief Executive suspends the decision, notifies relevant portfolio holders and corporate directors. A meeting is arranged within 10 working days after the receipt of the call in. If it fails to do so, the decision comes into force immediately.	A meeting will take place within 9 Working days. (Calling in meetings are diarised if and when required.)

## ITEM 10

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**Report to:** West Yorkshire Combined Authority

**Date:** 17 September 2015

**Subject:** Sustainable Urban Development Strategy

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### **1. Purpose**

- 1.1. To report the progress made to date on developing the Sustainable Urban Development strategy for West Yorkshire & York.
- 1.2. To ask members if they wish to comment on the strategy.

### **2. The Sustainable Urban Development strategy**

- 2.1 The Authority agreed at its meeting in July to act as the 'Intermediate Body' to oversee the Sustainable Urban Development (SUD) strategy for West Yorkshire & York. Under this new arrangement, there will be an element of devolution for a relatively small proportion of the existing 2014-20 allocation of EU funding to Leeds City Region, giving local partners greater control over how investment is targeted in relation to SUD activities. Devolution of the entire European Structural and Investment Funds (ESIF) budget is one of the City Region's 'devolution asks' in our current negotiations with government, so it may be that this arrangement is superseded in due course.
- 2.2 The government's deadline for submitting the SUD strategy is 25 September. Work has continued since the July meeting to develop the document, and the LEP is on course to submit in accordance with the government's deadline. The strategy will be fully in line with the existing Strategic Economic Plan and the ESIF strategy. The structure of the final document has been determined by government, so while a complete final draft is not available at the time these papers are published, in summary our submission will be as follows:

**Section 1: Description of the urban area targeted by the strategy.** A brief statement that the West Yorkshire & York geography is that to be covered by the strategy; the size of the notional allocation to our SUD strategy (£17m); and confirmation that the Combined Authority will be the 'Intermediate Body' to oversee the strategy.

**Section 2: Summary of the socio-economic context and identification of the main problems, policy challenges and opportunities faced by the urban area.** A section that provides a socio-economic evaluation of West Yorkshire & York, together with a 'SWOT' (strengths, weaknesses, opportunities, threats) analysis of the area.

**Section 3: Strategy for Sustainable Urban Development.** This section contains a description of the strategy itself. The strategy will focus on supporting projects which will develop ecologically sound and resilient site development, especially in key economic growth sites. It will bring together funding from three parts of the ESIF – namely SME Competitiveness (site development), £6.0m; Climate Change (flood risk management), £5.0m; and Protecting the Environment (green infrastructure), £6.0m.

**Section 4: Description of the Partnership and Governance arrangements.** A section to set out the governance and assurance arrangements that will be put in place to deliver the strategy.

- 2.3 Members of the Combined Authority are asked if they wish to comment on the draft strategy, copies of which will be available prior to 25 September.

### **3. Financial Implications**

- 3.1 There are no financial implications arising from this report.

### **4. Legal Implications**

- 4.1 There are no legal implications arising from this report.

### **5. Staffing Implications**

- 5.1 There are no staffing implications arising from this report.

### **6. Consultees**

- 6.1 Directors of the Combined Authority, Directors of Development across the City Region and members of the Leeds City Region ESIF Sub-Committee have been consulted in the preparation of this report.

### **7. Recommendations**

- 7.1 That the LEP Director oversees the submission of the SUD strategy to government, in consultation with the Chair of the Investment Committee.

### **8. Background Documents**

- 8.1 West Yorkshire Combined Authority, 23 July 2014 – Item 10, Budgets for LEP Projects and Programmes.

## ITEM 11

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**Report to:** West Yorkshire Combined Authority

**Date:** 17 September 2015

**Subject:** Leeds City Region Strategic Economic Plan Revision

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### 1. Purpose

- 1.1. To ask the Authority to endorse the decision of the LEP Board to revise the Leeds City Region Strategic Economic Plan.

### 2. Revision of the Leeds City Region Strategic Economic Plan

- 2.1 The Leeds City Region Strategic Economic Plan (SEP) was completed in March 2014. The document was created in response to a request from government for each LEP to produce a SEP that was both a statement of its economic strategy and a bidding document as part of competition for an allocation from the Local Growth Fund. The Combined Authority adopted the SEP as its overarching economic plan at its meeting in May 2014. The LEP's Plan was rated by government as one of the top three in the country. It has been the basis of the six-year, £627m 'Growth Deal' settlement that we have received to date, the largest in the country, as well as the unique additional award of £420m to support the West Yorkshire plus Transport Fund from 2021-35.
- 2.2 The July LEP Board discussed a proposal to update the City Region's Strategic Economic Plan. While there is no requirement from government for any LEP to update or revise their Plan, it was agreed that an update would be valuable and useful for a number of reasons:
- the political and policy context had moved on since the publication of the Plan in March 2014, with the emergence of the 'northern powerhouse' concept and Transport for the North, the 2015 general election and our devolution negotiations with government;

- the UK and world economies are in a period of particularly fast-moving change, and we need to ensure we are basing our approach on the most up-to-date evidence and that our priorities remain relevant;
  - it would be helpful to assess the economic impact of the Growth Deal allocation received to date in order to assess what further efforts are needed to enable the City Region to unlock its economic potential
- 2.2 The publication of a revised Strategic Economic Plan for the Leeds City Region would therefore be an important practical step to ensure that our policies are based on the most reliable and up-to-date evidence. It would also maintain our reputation as a leading LEP and Combined Authority that, rather than resting on its laurels, wishes to push ahead with the next steps required to transform the local economy.
- 3. Scope of the revision and timetable**
- 3.1 The 2014 SEP was underpinned by a set of principles and priorities:
- the City Region’s vision statement and four strategic pillars
  - the City Region’s six priority industries and four priority sectors for inward investment
  - the City Region’s spatial priorities for investment in housing growth and economic development/regeneration
  - the City Region’s ambitions for better connectivity and for ‘good growth’
- 3.2 It was agreed by the LEP that a number of pieces of economic research would be required to evaluate our current position as the basis for any revision to the SEP:
- to assess (as far as is possible) the impact and quality of LEP and Combined Authority interventions to date
  - to model the impact of the £627m Growth Deal award on the City Region economy and its future growth prospects
  - to ensure we are aware of the latest local, national and global economic trends and their impact on the City Region
  - to commission specific research where required in order to fill gaps in our evidence and policy base
- 3.3 Building on the updated evidence base, the revision of the strategy will then need to take account of the current context, including:
- our experience in delivery to date
  - new government policies and the forthcoming Comprehensive Spending Review
  - our devolution asks
  - the productivity challenge facing the Leeds City Region economy
- 3.4 The LEP Board agreed the following as an outline timetable for the work:
- August-September: work on the evidence base and internal consultation
  - 30 September: discussion of options for the SEP revision at the LEP Board

- October-December: continued work on the evidence base, plus public consultation on the SEP
- 27 January: presentation and discussion of a draft 'SEP 2' at LEP Board
- March: publication of SEP 2

In parallel with the revision of the SEP, the Combined Authority is also developing a revised Single Transport Plan for West Yorkshire. It will be important to ensure that consultations for the SEP and the Single Transport Plan are co-ordinated and complementary.

- 3.5 The Authority is asked to endorse the decision of the LEP Board to revise the SEP and, bearing in mind the overlapping membership of the Authority and the LEP Board, is asked how members wish to further contribute to the discussions that will take place over the coming months.

#### **4. Financial Implications**

- 4.1 There are no financial implications arising from this report.

#### **5. Legal Implications**

- 5.1 There are no legal implications arising from this report.

#### **6. Staffing Implications**

- 6.1 There are no staffing implications arising from this report.

#### **7. Consultees**

- 7.1 Directors of the Combined Authority have been consulted in the preparation of this report.

#### **8. Recommendations**

- 8.1 That the Authority endorses the decision of the LEP Board to revise the Leeds City Region Strategic Economic Plan.
- 8.2 That the Authority discusses how members can play an active part in the discussions that will take place over the coming months, bearing in mind the overlapping membership of the Authority and the LEP Board.

#### **9. Background Documents**

- 9.1 West Yorkshire Combined Authority, 29 May 2014 – Item 5, Adoption of the Strategic Economic Plan.





## ITEM 12

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**Report to:** Combined Authority

**Date:** 17 September 2015

**Subject:** Transport for the North

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### 1. Purpose

- 1.1. To provide WYCA with an update on Transport for the North (TfN).

### 2. Information

#### Background

- 2.1. WYCA has been working with other transport authorities across the north of England on the 'One North' initiative, now known as Transport for the North. Both WYCA and the LEP have representation on the Transport for the North Partnership Board. The partnership is between the cities, Secretary of State, and delivery agencies (Network Rail, Highways England and HS2 Ltd). Following publication of the report 'The Northern Powerhouse: One Agenda, One Economy, One North' in March 2015, work is progressing to develop a more detailed strategy for publication in spring 2016.
- 2.2. Transport for the North is focussing on the long term transformation changes to connectivity and was given added status in this summer's budget statement. The work programme includes:
- establishing TfN as a statutory body with statutory duties, underpinned by £30 million of additional funding over 3 years;
  - appointing an interim Chief Executive and executive team for TfN by the autumn and a Chair by the end of the year, to accelerate TfN's work programme;
  - working with TfN to advance the introduction of Oyster-style smart and integrated ticketing across bus, tram, metro and rail services throughout the

region, making this one of the top priorities for TfN's newly accelerated work programme;

- working with TfN to push forward plans to transform east-west rail and road connections via Transnorth and options for a new TransPennine Tunnel, with a prioritised list of scheme options to be produced by Budget 2016, and an interim report in time for the Spending Review later in 2015.

- 2.3. Specific work streams include rail, road, freight, integrated and smart travel, core strategy, city connectivity and governance. Further details and work stream priorities for 2015/16 are set out in **Appendix A**.

#### Governance and Staffing

- 2.4. Work is in progress to establish Transport for the North on a statutory footing and options are being explored to add the provisions needed to a relevant Bill. Discussions are therefore taking place around the future capacity and role of TfN, for example whether it could take on delivery functions in respect of the agreed strategy and transport investments.
- 2.5. As previously reported, Rail North has now been established (as a Partnership with the DfT) and will be based in WYCA's offices in Leeds. It is likely that, over time, Rail North will become the 'rail franchising' part of TfN. Putting TfN on a statutory footing would help consolidate and develop Rail North's role and powers.
- 2.6. An Interim Chief Executive and Chair for the TfN are currently being recruited and it is also planned to start recruiting full time permanent staff (for example to lead some of the workstreams). At the moment, staff are mainly drawn from existing Combined Authority staff (as part of our local contribution match to DfT funding). Staff currently work from a range of offices (e.g. the core strategy team spend part of their week in WYCA's offices in Leeds). As the permanent structure is put together, more permanent office facilities will be needed.
- 2.7. As an interim, Transport for Greater Manchester has secured some office space in central Manchester for TfN. It is planned to develop options for the permanent base for TfN over the coming months, potentially through a bidding process. Building on Rail North's location in Leeds, there is therefore an opportunity to make a case for the permanent base of TfN to be in the Leeds City Region.

#### Workstream Updates

- 2.8. As indicated above, the Chancellor has emphasised the need to see quick progress on proposals for new east-west road and rail links together with early roll out of 'Oyster style' ticketing across the north. Updates on these workstreams are set out overleaf.

- 2.9. The potential for a road tunnel linking Sheffield and Manchester is being led by Highways England. Synergies with a potential new rail route are also being considered. The overall highways aspiration is to deliver journey speeds of an average of a mile per minute on the core network (linking the core cities).
- 2.10. As set out in Appendix A, the initial road studies don't cover the M62 (on the basis that a managed motorway scheme is currently being rolled out). However, WYCA has made a strong case for further work to be undertaken to identify longer term gaps and possible solutions to all the major road links including the M62. These would form the basis of a future programme of work for Highways England.
- 2.11. The rail workstream is initially focussing on whether the consulted HS2 route could be adapted to provide an east-west link (either by adding a new line or upgrading existing lines to link in with HS2). The opportunity for using HS2 to provide a transformed Leeds-Sheffield (city centre) link is also being explored. In the case of Leeds, this work is fully joined up with the work that was already taking place on the location of Leeds station which is due to be addressed in a report by Sir David Higgins in the autumn. This work is being undertaken by HS2 who are also looking at the technical feasibility of running HS2 compatible trains on their network.
- 2.12. In addition to the work being undertaken by HS2, Network Rail are also undertaking work on new lines and substantially upgraded new lines to achieve the conditional outputs specified in the March 2015 report (a 30 minute journey time between Leeds and Manchester and Leeds and Sheffield). Network Rail are also undertaking a series of city area studies looking at the long term growth and requirements needed to accommodate the TransNorth Rail proposals. Although there will be some output from the Network Rail work available to complement the HS2 work in the Autumn, the more detailed studies will be complete in 2016.
- 2.13. Work led by WYCA is underway on a 'city connectivity' workstream which will identify the connectivity required within city regions to ensure that the benefits of the core city connectivity improvements are spread across the area. For example this could specify a series of road and rail journey time outputs for centres such as Bradford, Wakefield, Huddersfield and Halifax. Network Rail (for example) would then be asked to examine ways of achieving these journey times alongside the headline Leeds-Manchester journey times.
- 2.14. WYCA's Acting Director of Transport has led collaborative working to develop the programme for Integrated and Smart Travel across the north of England, with connectivity between city regions enhanced by comprehensive information and smart ticketing, initially using ITSO smartcards but including contactless bankcard payment as soon as practicable. The early implementations are likely to be using ITSO smartcards for rail season tickets and the introduction of some carnets. Work will also be undertaken to achieve a degree of inter-operability between city schemes (such as West Yorkshire's Mcard scheme) and to develop a programme for fares simplification.

- 2.15. There is also great interest in the use of contactless bank cards (and other technologies such as ApplePay) following the successful deployment in London. TfN is participating in a work programme being undertaken by the UK Contactless Cards association to establish the principles for contactless bank card ticketing outside London.
- 2.16. There is agreement in principle that the initial team for the Integrated and Smart Travel workstream will be based in Wellington House, with the Interim Programme Manager also having a base within the TfN team in Manchester
- 2.17. Following the meeting of the Partnership Board in July and additional workstream 'International Connectivity' has been added. This will develop the role of the north's ports and airports as part of the overall transport strategy.

### **3. Financial Implications**

- 3.1. WYCA has a budget of £100k (within the LTP Capital programme) as a local contribution to the TfN work. The remainder of the work will be funded from the central government allocation for TfN.
- 3.2. A submission is being made to the government's Comprehensive Spending Review seeking a substantial future budget for TfN develop costs – to fund the development work to a similar level required for other large capita schemes such as Crossrail or HS2.

### **4. Legal Implications**

- 4.1. None as a result of this report.

### **5. Staffing Implications**

- 5.1. At present, WYCA's input to the TfN work is through existing staff. As the work progresses, it is likely that some 'backfilling' and dedicated staff resources will be needed. These posts would be funded from either the central TfN budget or through the capital contribution recently approved by WYCA's Transport Committee.

### **6. Consultees**

- 6.1. The Acting Director, Transport was consulted, and provided input, in the preparation of this report.

### **7. Recommendations**

- 7.1. That progress on Transport for the North is noted.
- 7.2. That the opportunities for WYCA to shape the work (to ensure that it benefits the whole city region) and to make the case for hosting the new organisation are discussed.

**8. Background Documents**

8.1. None.



### Transport for the North – 2015/16 Priorities

TfN's priorities for 2015/16 will be to promote to Government and its national transport agencies the priorities for investment in the North's strategic transport infrastructure, actively participating in the decision making processes for strategy and capital programme development. To do this, TfN's priorities for 2015/16 are:

- a) **Rail** - undertake studies to investigate new TransNorth rail routes including:
  - Consideration of new 'central' routes to connect Manchester – Leeds /Sheffield;
  - New routes in the Liverpool-Manchester/Airport, Manchester – Leeds, Manchester – Sheffield corridors;
  - New routes for Leeds/Sheffield – Hull and Leeds- ECML/Newcastle;
  - Input to the rail industry capital plan (CP6: 2019-24) through the Initial Industry Plan (September 2016) and HLOS ( July 2017):
  - And examine the TfN/HS2 'touch points' to input to the Higgins HS2 Route and Station Interim Report and the Secretary of State's Formal Route Decision.
- b) **Road** – undertake studies to investigate strategic road improvements including:
  - Transpennine Tunnel Study between Manchester and Sheffield (and consider synergy with new rail options through the Pennines);
  - Northern Transpennine Study - A66/A69;
  - M60 North West Quadrant Study;
  - And input to the development of the Road Investment Strategy 2 (RIS2) through Highway England's Joint Strategic Economic Growth Plan (end of 2016) and Road Period 2 Route Strategy updates (end of 2016/17).
- c) **Freight** – undertake a Freight and Logistics Study across the north to:
  - Establish a baseline of freight movements by all modes (road, rail, air and water) and identify current trends and future demands;
  - Identify and model potential infrastructure requirements, inputting to the rail and road workstreams as appropriate;
  - And inform the development of national freight and logistics policy and strategy.

- d) **Integrated Smart Travel** – undertake development work to:
- Establish the business case for ‘Smart on Rail’ to facilitate early implementation once the new rail franchises are operational in the north;
  - Develop a brand proposition;
  - Set out a strategy for smart integrated ticketing across the north, building on city regions schemes;
  - Review and commission a range of pilot/proof of concept projects to inform the further programme;
  - Enhanced customer information services.
- e) **Strategy** – prepare an updated Northern Transport Strategy to be published in March 2016. The updated strategy will be based on:
- The outcomes from the work completed in the rail, road, freight and smart workstreams as set out above;
  - Developing appraisal and assurance methodologies and the prioritisation of TfN interventions across all the work streams.
- f) **City Connectivity** – undertake development work to:
- Identify elements of the intra-city connectivity work that also has a clear pan-northern benefit to the overall TfN strategy and programme, and provide input to the appropriate workstreams;
  - Progress non pan-northern interventions through the individual city regions and non-city regions, but at their own pace and with their own funding.
- g) **Governance** – undertake a governance review to consider ways in which representatives from the whole of the north can be involved in TfN going forwards, to provide:
- Democratic accountability, in setting priorities for investment;
  - A credible voice of the north to national government;
  - A shared capacity to develop business cases for investment;
  - A closer link between the TfN investment proposals and the approach for influencing service standards through the Rail North partnership;
  - An accountable body to receive funding devolved to the north, including commissioning HS2, Highways England and Network Rail to deliver projects on behalf of TfN.



## ITEM 13

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**Report to:** Combined Authority

**Date:** 17 September 2015

**Subject:** WYCA Medium Term Financial Strategy

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### 1. Purpose

- 1.1. To seek input to the development of the medium term financial strategy.
- 1.2. To approve a number of additions to the agreed budget following the award of further funding to the Leeds City Region Enterprise Partnership.

### 2. Information

#### Medium Term Financial Strategy (MTFS)

- 2.1. The Finance Working Group has been overseeing a programme of work that seeks to ensure that in integrating the functions of the former West Yorkshire Integrated Transport Authority operations with the economic activities delivered by the Leeds City Region Enterprise Partnership (LEP) the combined budgets are put to best use and meet the needs of the enhanced and enlarged West Yorkshire Combined Authority.
- 2.2. The work undertaken so far has included a more detailed review of the transport budgets that were taken on in April 2014, with further work on the reserves strategy, treasury management policy and consequences of reducing spend in progress. At this stage of the business and financial planning cycle it is appropriate that the high level strategic overview is considered by the WYCA ahead of the detailed budget setting process in the autumn which will result in a 2016/17 budget being presented for consideration at the November meeting before final approval in early 2016.
- 2.3. There are a number of challenges facing the WYCA, key to which is that the ambition of the WYCA extends beyond the functions that the new organisation took on in April 2014 and which have been subsequently been increasing, with the transfer of the LEP, the inward investment arm of the former Leeds and Partners and the Regional Economic and Investment Unit. The extent of Growth Deal funding received requires

significant increase in capacity and resource to ensure delivery is achieved and there is still further growth expected as the devolution agenda progresses, as Rail North and Transport for the North progress and as the West Yorkshire plus Transport Fund steps up delivery requiring borrowing in addition to Growth Deal funding.

- 2.4. The funding for WYCA's activities is via the transport levy from the West Yorkshire District Councils and an economic 'levy' or contribution, predominantly from the West Yorkshire councils but also pro rata from the other local authority partners within the City Region i.e. York, Craven, Selby, Harrogate and Barnsley. Capital funding in the form of grants, including the Local Transport Plan Integrated Transport Block and the Local Growth Deal will pay for the delivery costs of the capital schemes planned although further borrowing to support the West Yorkshire plus Transport Fund will be required within the term of this medium term financial strategy (MTFS).
- 2.5. Appendix A sets out the planned expenditure and funding for the next three years for the revenue budgets. It also includes capital budgets for this and the next two years – it should be noted that a number of these are indicative only as local growth funding in future years is still subject to formal confirmation and transport budgets beyond 2017/18 are not yet available, even on an indicative basis.
- 2.6. There are some key points to note in the revenue budget projections – opportunities for reducing expenditure, the strategic priorities line, the reserves situation and the West Yorkshire plus Transport Fund - and these are further explored in the following paragraphs.
- 2.7. One of the assumptions in developing the MTFS is that current service levels continue to be maintained. The Transport Committee will be considering at its meeting on 9 October the impact of **reducing the pressures on the transport levy** by, for example, cutting service levels on bus tendered services, and reducing the ways in which travel information is provided to customers. In doing this it will recognise that 60% of the transport revenue budget expenditure is largely fixed, with £42m of the concessionary fares budget being a statutory spend along with the legacy pension and financing costs of the current historic loan book being fixed. Of the balance of costs £9m is committed to the young persons' concessionary travel offer, including the extension to include all 16-18 year olds, £20m is spent on bus tendered services including home to school transport and the remaining £14m funds all transport services including passenger information, facilities management, staffing and all support functions.
- 2.8. A business plan is being developed that will set out the key priorities and plans for 2016/17. This will include a focus on delivery of the Growth Deal projects and the next stages that would see the devolution asks turned into clear plans and projects. In addition there is significant work underway on transformational projects for the region, including Transport for the North, Rail North and bus strategy. It is clear that the Authority will wish to be able to respond to these workstreams and be able to influence and shape these agendas to ensure that the best outcomes can be achieved for West Yorkshire. At this stage detailed plans and costings are not yet available and it is therefore proposed that a sum for the delivery of such **strategic**

**priorities** is included in the MTFS to enable the Authority to be able to respond with the right skills and capacity to this emerging work.

- 2.9. Alongside this work it should be noted that in bringing together the former WYITA staff with the LEP staff the focus is on ensuring an integrated approach in delivering the Strategic Economic Plan. Where possible the intention is to build on existing capacity and ensure that it is being fully maximised before considering whether extra resource is required. The opportunities to work across West Yorkshire by collaborating with staff based at District Councils will continue to be developed, with additional recruitment only being undertaken when other options have been considered.
- 2.10. The Finance Working Group has considered the **general reserves position**. Those shown in appendix A arise solely from transport activities at this stage, with the LEP projected to use the low level of brought forward reserves it transferred in with during 2015/16. The level of reserves has also been considered by the Governance and Audit Committee which agreed the reserves strategy and noted that the risk based approach to setting reserves would require reserves to be set at a level between £4.5m and £6m. It wished to ensure that the Authority was properly funded to undertake its challenging and expanding work agenda and that this could include the use of reserves to fund any increases in costs. The reserves however will continue to be reviewed as organisational risks change.
- 2.11. The projected level of general (transport) reserves at the end of 2015/16 is £7m, arising from the cumulative position on the transport funding and expenditure. The LEP budget and funding transferred to the WYCA on 1 April 2015 and as noted above its small level of reserves will be fully spent in the year. It should also be noted that the transfer of the inward investment arm of the former Leeds and Partners is fully funded for the first year but with a timing difference relating to the receipt of one part of its income. This will necessitate the general reserves being required to fund £750k of costs in 2015/16 but will be recovered in 2016/17. Work is still underway to fully develop the future budget for the full activities of the LEP which now include the inward investment tasks. Opportunities to integrate activities with existing workstreams will be explored. The current level of LEP revenue budget is relatively modest, particularly when compared to the scale of Growth Deal funding awarded. This mismatch of capital and revenue funding presents a challenge in setting the future budgets for LEP activities and the opportunities to utilise Growth Deal funding to support core team and other costs currently funded by revenue will be explored during the budget setting process.
- 2.12. The current projected level of reserves as shown in Appendix A for the end of 2015/16 is above that required by the reserves strategy. Options to resolve this were considered by the Governance and Audit Committee which noted that the WYCA could use them to provide a rebate to the District Councils or to smooth the management of increases in costs through supporting the West Yorkshire plus Transport Fund or other strategic priorities. Even allowing for the use of reserves in this way for 2016/17 would require significant reductions in expenditure in 2017/18 and 2018/19 to maintain reserves at the required amount. It would appear most

appropriate to utilise reserves to support organisational priorities and seek to reduce the need for increases in funding from District Councils.

- 2.13. The **West Yorkshire plus Transport Fund (WY+TF)** has received £30m funding through the Local Growth Deal for each of 20 years subject to achieving targets at periodic gateway review points. The ambition is to deliver these schemes over 10-11 years in order to address the backlog of underinvestment and make a step change in the economic growth needed in the region. To achieve this requires a local contribution, and this was recognised in the Growth Deal as part of the package on offer. Financial modelling based on expected levels of spend has indicated that further increases in the levy of £3m per annum are required over the period of this MTFS to support the programme. This has been reflected in the figures in Appendix A which shows reserves being used in 2016/17 to mitigate the increase in local contribution required. Whilst District Councils are aware of these sums it is recognised that increases in expenditure in the current financial climate are especially difficult. The use of reserves would assist in managing this demand whilst other opportunities, possibly through the devolution asks, to raise this funding without requiring a levy increase, are explored.
- 2.14. The WYCA is asked to consider whether the current principles and assumptions underpinning the MTFS are appropriate and reflect the aims and ambitions of the WYCA. This will then enable a detailed budget to be drawn together for 2016/17.

#### **Further LEP funding**

- 2.15. As the accountable body for the LEP WYCA's regulations require it to approve expenditure that is not included in agreed budgets. The LEP has been successful in securing further funding for a number of projects in recent months and approval to include the following in the budget is sought:

<b>Project / Programme</b>	<b>Funding Source</b>	<b>Total Budget</b>
Enterprise Adviser Continuation Phase 1	The Careers and Enterprise Company	£150,000
West Yorkshire and York Broadband Programme Phase 2	Broadband UK (BDUK) and Local Authority Partners	£7,252,733
Central Heating Fund	Department of Energy and Climate Change	£2,300,000

- 2.16. **Enterprise Adviser Continuation Phase 1** – Following on from the success of the pilot commissioned by the Cabinet Office in 2014 this funding will enable the continuation of the work of the Enterprise Adviser, a volunteer from business that works at a strategic level in schools and colleges. The programme aims to motivate young people, support them in making informed choices about their future and help them attain against those choices both in and out of school.
- 2.17. **West Yorkshire Broadband Phase 2** – This programme will deliver New Generation Access (superfast broadband) to households and businesses across West Yorkshire and York, building on the success already achieved through Phase 1 programmes which will be completed by September 2015. Phase 2 was contracted in June 2015

and initial survey work is underway by the private sector partner. BDUK has agreed £6.89m funding for the Phase 2 programme with an additional £1.1m promised subject to WYCA successfully securing European Structural and Investment Funding to match the BDUK funding. An outline ESIF bid for £8m has already been submitted and approved by the ESIF Managing Authority (Department of Communities and Local Government) to work up the full business case. A final decision on the ESIF bid is not expected until 2016 and the outcome will be reported to WYCA once known.

- 2.18. **Central Heating Fund** – The City Region has recently been successful in securing an additional £2.3m from Department of Energy and Climate Change from their £25m Central Heating Fund. A programme has been developed across 13 partners (the 10 LCR Local Authorities and 3 Housing Associations) in the city region, Northern Gas Networks and National Grid, and the Better Homes delivery partners that will see over 550 fuel poor, off-gas households receive a fully funded gas connection and central heating system. In addition, over 20 off-gas fuel poor households will receive a renewable energy heating system (air source heat pump) – this offer will be to households where a gas connection is not financially viable.
- 2.19. The meeting of the WYCA on 23 July 2015 considered a report on the new Apprenticeship Grant for Employers (AGE) which stated that funding of circa £2.2m had been awarded to the LEP through the Devolution Agreement. Official confirmation of the funding has now been received and stands at £2.3925m.

### **3. Financial implications**

- 3.1. As set out in the report.

### **4. Legal Implications**

- 4.1. None arising directly from this report.

### **5. Staffing Implications**

- 5.1. None arising directly from this report.

### **6. Consultees**

- 6.1. The Head of Paid Service and Directors have been consulted in preparing this paper.

### **7. Recommendations**

- 7.1. That the WYCA consider the work to date on the medium term financial strategy and provide any further input to its development.
- 7.2. That the WYCA approve budgets of £150k for the Enterprise Adviser Continuation Phase 1, £7,252,733 for the West Yorkshire Broadband Phase 2, £2,300,000 for the Central Heating Fund and an increase in the Apprentice Grant for Employers to take it to £2,392,500, funded as set out in the report.



## Appendix A

WYCA Revenue and Capital budgets						
Revenue budget	Revised forecast 2014/15 £000	Original budget 2015/16 £000	Forecast 2015/16 £000	Forecast 2016/17 £000	Forecast 2017/18 £000	Forecast 2018/19 £000
<b>Transport:</b>						
Concessionary Fares	53,736	55,474	55,144	56,544	57,265	58,015
Subsidised Services	19,544	19,632	19,280	19,050	19,509	19,785
Passenger Services	7,617	7,791	7,901	7,961	8,120	8,283
Rail - franchise costs	43,154	43,155	43,155			
Policy and delivery		315	315	315	315	315
WY+Transport Fund				2,000	3,000	4,000
<b>Economy:</b>						
Policy and delivery			2,616	2,616	2,616	2,616
Inward investment			1,000	1,000	1,000	1,000
<b>Shared/corporate</b>						
Pensions	1,370	1,406	1,406	1,425	1,425	1,425
Financing charges	6,613	6,703	6,198	6,163	6,052	5,962
Corporate	5,944	5,892	5,724	6,044	6,171	6,301
<b>Strategic priorities - rail/bus/TfN</b>			300	500	750	750
<b>Savings</b>				-1,000	-3,000	-4,000
	137,978	140,368	143,039	102,618	103,224	104,452
<b>Funded by:</b>						
Special Rail Grant	43,154	43,155	43,155	*	*	*
LEP Funding			2,866	4,366	3,616	3,616
<b>Transport levy</b>	96,198	96,198	96,198	96,198	96,198	96,198
<b>Additional transport levy</b>					3,000	4,000
<b>Net use of/(addition to) reserves</b>	-1,374	1,015	820	2,054	410	638
	137,978	140,368	143,039	102,618	103,224	104,452
<b>Closing reserves</b>	7,944	6,929	7,124	5,070	4,660	4,023

## Capital budget

### Local Growth Fund:

Business growth  
Skills  
Energy  
Housing and regen

Local Transport Plan  
Highways maintenance  
Major schemes  
WY+TF

### Funded by:

#### Local Growth Fund:

Non transport  
Transport  
LTP grant  
Non LTP funding  
Highways grant  
Major schemes  
Borrowing

2015/16 £m	2016/17 £m	2017/18 £m
8.00	10.84	8.10
12.90	62.00	0.00
1.00	2.88	0.24
8.09	9.47	3.68
29.99	85.19	12.02
55.53	18.17	13.13
29.21	26.78	25.97
		60.00
52.00	69.00	109.00
<b>166.73</b>	<b>199.15</b>	<b>220.12</b>
29.99	85.19	12.02
39.87	42.60	44.50
31.55	14.03	13.10
23.98	4.15	0.02
29.21	26.78	25.97
		60.00
12.13	26.40	64.50
<b>166.73</b>	<b>199.15</b>	<b>220.12</b>



## ITEM 14(a)

### **MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE HELD ON FRIDAY 12 JUNE 2015 IN WELLINGTON HOUSE, LEEDS**

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**Present:** Councillor J Lewis (Chair)

Councillors Y Crewe, E Firth, M Johnson, D Kirton, M Lyons, A Pinnock,  
R Poulsen, L Smaje and T Swift

In attendance: Councillors V Slater (Bradford), B Collins (Calderdale),  
P McBride (Kirklees) and R Lewis (Leeds)

#### **94. Apologies for Absence**

Apologies for absence were received from Councillors A Carter, A Hussain, G Lowe and M Ward.

#### **95. Chair's Remarks**

Councillor Lyons reported that the Chair was attending his last meeting of the Transport Committee. Members noted that under his chairmanship, the Chair had been instrumental in helping to secure significant improvements in transport in the region, which were already bringing considerable benefits to West Yorkshire residents, businesses and the economy generally. Thanks were offered for his tremendous efforts and hard work. Councillors Firth, Smaje, Pinnock, McBride and Slater praised Councillor Lewis' work on the Transport Committee and the former Integrated Transport Authority.

Councillor Lewis thanked members for their kind words and explained that he was sad to be leaving and added that he was grateful for all their support during his time as Chair.

Councillor Lewis also mentioned that Councillors Carter, Collins, Crewe, Lowe and Taylor would be leaving the Authority to take up other positions in their respective

councils. Members thanked them for their contributions and hard work during their time as members on the Transport Committee.

**96. Declarations of Disclosable Pecuniary Interests**

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

**97. Minutes of the meeting of the Transport Committee held on 27 March 2015**

**Resolved:** That the minutes of the Transport Committee held on 27 March 2015 be approved and signed by the Chair.

**98. Minutes of the meetings of the District Consultation Sub-Committees**

**Resolved -**

- (a) That the minutes of the meeting of the Leeds District Consultation Sub-Committee held on 13 April 2015 be approved.
- (b) That the minutes of the meeting of the Kirklees District Consultation Sub-Committee held on 15 April 2015 be approved.
- (c) That the minutes of the meeting of the Bradford District Consultation Sub-Committee held on 17 April 2015 be approved.
- (d) That the minutes of the meeting of the Calderdale District Consultation Sub-Committee held on 21 April 2015 be approved.
- (e) That the minutes of the meeting of the Wakefield District Consultation Sub-Committee held on 23 April 2015 be approved.

**99. Transport Update**

The Committee considered a report giving an update on strategic transport issues.

**Castleford Bus Station**

It was reported that following the opening of the new station in February 2015, a survey had been carried out which highlighted significant improvements in customer satisfaction in respect of cleanliness, safety and accessibility.

The Committee welcomed the feedback which in their opinion highlighted that the new bus facility had removed barriers to bus travel and was very likely to improve bus patronage.

#### **Leeds Station Southern Entrance**

Members were given an update on the progress on works to the new southern entrance to Leeds Rail Station which was due to be opened in November 2015.

#### **Kirkstall Forge and Apperley Bridge**

It was reported that works to the new rail stations at Kirkstall Forge and Apperley Bridge were progressing well and due to be completed by September 2015. A new timetable had been introduced on the routes that would serve the stations in order that trains were able to call as soon as they were fully operational.

#### **Low Moor Rail Station**

It was reported that all land requisitions for the station and car park had now been secured enabling the main construction works to commence. It was expected that the new station would open in early Spring 2016.

#### **City Connect Cycleway Project**

It was reported that good progress had been made with sections of the segregated cycle superhighway and upgrading to certain towpaths.

Members commented on the valuable role the Advisory Group and the use of social media had played to address concerns such as the side road crossing near Thornbury Roundabout.

#### **Smartcard**

It was reported that there continued to be in the region of 1 to 1.1 million smartcard transactions each week and sales through the new Payzone outlets were now exceeding £3m.

Members were advised that the next phases of the scheme included:

- Integration of Car Clubs with MCard
- Live testing of stored travel rights (Pay As You Go)
- Adoption of smartcard data for operator payments – replacing the current survey systems.

### **Bus Service Franchising**

Members were given an update on bus franchising including a new Buses Bill announced in the Queen's Speech. The Bill provided the option for Combined Authority areas with directly elected mayors to be responsible for the running of their local bus services, allowing the region to promote an integrated transport system, which supported the growth and development of their respective areas.

Members were also advised that further work would proceed to develop a bus quality contract scheme in tandem with the Authority's consideration of further devolution following the Authority's rejection of the operators' current partnership proposals.

### **Transport for the North**

It was reported that further work was being undertaken on the Transport for the North proposition, including proposals for a transformational upgrade to the rail network between the City Regions.

The Committee was advised that as work progressed it would be reported to future meetings. Members requested that they also be provided with detailed briefs of the workstreams that were currently being developed.

### **Rail North**

It was reported that bids for the Transpennine franchise had been submitted to the DfT and bids for the Northern franchise would be submitted by the end of June. An announcement on the preferred bidder was expected later in the year.

As previously reported, both franchises would be managed by the Department for Transport and Rail North in a formal partnership. The partnership team would be established in Leeds during Autumn 2015 in readiness for the award of the franchises in December and their commencement in April 2016.

Members were advised that a small number of posts for the new partnership would be recruited over the next few months.

### **High Speed 2**

It was reported that the Queen's Speech included a Bill to construct Phase I (London to West Midlands) of HS2. With regard to Phase 2 (Leeds and Manchester) members were advised that Sir David Higgins was due to make recommendations on the new Leeds station location in the Autumn which would then facilitate a decision on the route for Phase 2 and the subsequent Bill.

### **Bidding Opportunities**

The Committee was advised of a number of recently announced bidding opportunities in respect of the following:-

- Station Commercial Project Facilities
- Ultra Low Emission Vehicles (ULEV) Project
- Electric Cycles

#### **Resolved -**

- (a) That the report be noted.
- (b) That the bidding opportunities set out in paragraphs 2.21-2.29 of the submitted report be progressed.
- (c) That arrangements be made for members of the Committee to visit new rail stations and other strategic projects across West Yorkshire.

### **100. Local Transport Plan Approvals**

The Committee considered a report which sought approval for the following projects that formed part of the approved 2015/16 Capital Programme:

- Bus Real Time Evolution
- Rail North 2015/16
- Transport Hubs 2015/16 – 2016/17
- Leeds City Bus Station Toilets
- Future scheme and bid development

#### **Resolved -**

- (a) That the expenditure of £160,000 for further work on the Real Time Evaluation Project, with WYCA's share to be funded through the Local Transport Plan be approved.
- (b) That the expenditure of £671,000 for Rail North work in 2015/16 with the WYCA's contribution (£235,000) to be funded from the Local Transport Plan and the remaining £436,000 to be recovered from other PTEs and Transport for Greater Manchester be approved.
- (c) That expenditure of £300,000 to be funded through the Local Transport Plan for the Transport Hubs Programme in 2015/16 and 2016/17 be approved.

- (d) That expenditure of £390,000 to be funded through the Local Transport Plan in 2015/16 for toilet refurbishment and upgrade at Leeds Bus Station be approved.
- (e) That expenditure of up to £200,000 for future scheme development, and up to £100,000 for the preparation of external funding bids, through the Local Transport Plan, be approved.

#### **101. Single Transport Plan – Phase 1 Consultation Report**

It was reported that at its meeting held on 29 January 2015 the Combined Authority agreed to commence initial consultation with the public and other stakeholders on the basis of the core principles which had been developed by the Transport Committee.

The Committee was advised that Phase I of the consultation had received 617 responses. The consultation was aimed at testing the emerging ambition, direction and core principles in the early stages of the Plan's development and to identify support, objections or gaps in the work to date and to consider further stages in developing the plan.

It was reported that participation for Phase 2 consultation was currently being considered with the intention to commence engagement with a series of workshops with District Councils, industry partners, the public and other stakeholders. The workshop groups were likely to focus on specific transport mode and issues and themes raised by the Phase 1 consultation.

Comment was made that following responses received from some Motorcycle User Groups regarding their omission from the work to date, they had subsequently accepted an invitation to discuss any areas of concern and of interest.

A report would be brought to a future meeting of the Transport Committee to update on the Phase 2 consultations and progress in developing the detailed strategies for Phase 3 consultation.

#### **Resolved -**

- (a) That the outcomes of the first phase of consultation on the Single Transport Plan for West Yorkshire be noted.
- (b) That the next steps for the development of the Plan as outlined in paragraphs 2.18 – 2.21 be endorsed.

## **102. West Yorkshire Transport Fund – Hard Ings Road Improvements**

The Committee was given an update on the Transport Fund Portfolio Dashboard which reflected the position of each project with regard to resources, risk and deliverability. Comment was also made that the dashboard was regularly monitored by the Transport Portfolio Advisory Group and the Chair of the Transport Committee.

### **Hard Ings - Road Improvements**

It was reported that the A650 Hard Ings Road was a strategically important route which linked Bradford to Keighley and other towns in the area. The project, which was an 'early win' in the fund and offered high value for money, had been designed to support economic growth in Keighley and along the Aire Valley and would also facilitate housing developments in the area.

Members were asked to endorse a recommendation for Gateway 1 submission approval to allow the preparation of detailed design, submission of a planning application, all other necessary documentation and the development of a full Business Case to progress to the Gateway 2 stage.

**Resolved** - That the progression of the Hard Ings Road Improvement through Gateway 1 be endorsed.





**ITEM 14(b)**

**MINUTES OF THE MEETING OF THE  
TRANSPORT COMMITTEE  
HELD ON FRIDAY 31 JULY 2015 IN WELLINGTON HOUSE, LEEDS**

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**Present:** Councillor K Wakefield (Chair)

Councillors N Buckley, E Firth, A Hussain, M Johnson, D Kirton, G Lloyd,  
M Lyons, A Pinnock, R Poulsen, T Salam, L Smaje, A Stubley, D Sutherland,  
C Towler and M Ward

In attendance: Councillors B Collins (Calderdale), P McBride (Kirklees),  
R Lewis (Leeds), D Dagger (Wakefield) and I Gillies (York)

**1. Apologies for Absence**

Apologies for absence were received from Councillors V Slater and T Swift.

**2. Declarations of Disclosable Pecuniary Interests**

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

**3. Minutes of the meeting of the Transport Committee held on 12 June 2015**

**Resolved** - That the minutes of the Transport Committee held on 12 June 2015 be approved and signed by the Chair.

**4. Appointment of District Consultation Sub Committee Chairs**

**Resolved** - That the following members be appointed as District Consultation Sub Committee Chairs for 2015/16:

- |            |            |   |                            |
|------------|------------|---|----------------------------|
| <b>(a)</b> | Bradford   | - | Councillor Michael Johnson |
| <b>(b)</b> | Calderdale | - | Councillor Dan Sutherland  |
| <b>(c)</b> | Kirklees   | - | Councillor Amanda Stubley  |
| <b>(d)</b> | Leeds      | - | Councillor Mick Lyons      |
| <b>(e)</b> | Wakefield  | - | Councillor Glyn Lloyd      |

## **5. Transport Update**

The Committee considered a report giving an update on strategic transport issues including:

- (i) July 2015 Budget
- (ii) Transport for the North (TfN) – a list of the TfN priorities were attached at Appendix A to the submitted report.
- (iii) Rail North
- (iv) Network Rail Issues
- (v) West Yorkshire Plus Transport Fund: Procurement and Delivery
- (vi) Ultra-Low Emission Vehicle Bid

### **Transpennine Electrification**

Members expressed their concern on the Government's recent decision to delay the electrification of the Transpennine rail line.

They stressed that the 'pause' had badly damaged the concept of the Northern Powerhouse and urged Ministers to reinstate electrification as a matter of urgency. Members suggested that a report be prepared for the next meeting with regard to the Hendy Review of Network Rail and the emerging Transport for the North (TfN) work programme.

### **National Transport Awards**

Members noted the following schemes which had been shortlisted for the National Transport Awards:

- Tour de France travel campaign
- Development and promotion of the Payzone retail network for MCard.

The Committee requested that their congratulations be passed to those members of staff who were involved in the delivery of the projects.

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

## **6. Local Transport Plan Approvals**

The Committee considered a report which sought approval for Quarter 2, 2015/16 payments for the following programmes:

- Local Transport Plan (LTP) Integrated Transport and Highway Maintenance Blocks
- Cycle City Ambition Grant (CCAG1) for City Connect programme
- Cycle City Ambition Grant 2 (CCAG2)

- West Yorkshire 'plus' Transport Fund

Approval was also sought for the following Implementation Plan 2 (IP2) schemes:

- New Rail Station Feasibility Study
- Rail Station Development Work
- Transport for the North (TfN) Core Work

### **Integrated Transport Block and Highways Maintenance Block Quarter 2, 2015/16 Allocations**

It was noted that the proposed Integrated Transport Block and Highways Maintenance Block (Quarter 2) allocations for 2015/16 were outlined in Table 1 of the submitted report.

### **Cycle City Ambition Grant (CCAG1 and CCAG2)**

It was noted that the funding allocated to partners in accordance with the forecast spend at the start of each quarter was detailed in Appendix 3 of the submitted report.

In this regard it was mentioned that the Transport Committee at its meeting held in March 2015 had approved interim payments to each district council partner to fund development work. Members noted that the funding remained sufficient to cover activities during that quarter and therefore no further quarterly payments for Quarter 2 were proposed.

### **West Yorkshire 'plus' Transport Fund**

It was reported that Appendix 4 to the submitted report set out payments for each of the district partners. Members were advised that to date £13.572m had been paid out of the WYCA's reserves, with a ring fenced element of the levy for the development of the Transport Fund and "early win schemes". It was noted that the following 6 schemes had now been approved to progress from Gateway 1 to 2:

- (i) York Outer Ring Road
- (ii) East Leeds Orbital Road
- (iii) Hard Ings Road (Keighley)
- (iv) Aire Valley Park and Ride (Leeds)
- (v) Harrogate Road/New Line, Bradford
- (vi) A629 Phase 1 (Calderdale)

In addition, the Wakefield Eastern Relief Road had passed through Gateway 3 and works were now progressing on site.

## **Local Transport Plan – Implementation Plan 2 Approvals**

### **New Rail Station Feasibility Study**

It was reported that approval was now being sought to fund further development work on the proposed new rail stations at Crosshills, Haxby and Elland. The City of York Council and North Yorkshire County had indicated that they were very supportive of a joint delivery approach and that confirmation of their contributions would be obtained through their internal processes.

### **Rail Station Development Work**

It was reported that it was proposed to undertake further works to develop station masterplans and station improvements schemes to attract further funding/investment. Funding to the value of £30m had already been identified in the next Northern franchise to improve stations. That work would ensure that appropriate station schemes were identified and developed to attract and lever that funding.

Members were advised that approval was being sought for expenditure of £50,000 to be funded through the Local Transport Plan.

### **Transport for the North (TfN)**

It was reported that following publication of 'The Northern Powerhouse: One Agenda, One Economy, One North' in March 2015, the governance and detailed programme of works had been developed with the emphasis on developing a detailed strategy for early 2016. The Committee was advised that whilst the Department for Transport was making a substantial funding contribution to the TfN work, there was still a requirement for a local cash contribution. The WYCA's proposed contribution was £100,000 which would enable the WYCA to influence and shape the TfN proposals.

### **Resolved -**

- (a)** That the quarterly payments set out in Table 1 of the submitted report be approved.
- (b)** That the expenditure of £145,000 on the New Rail Station Feasibility Study with £55,000 funded from the Local Transport Plan and £90,000 to be funded from contributions from City of York Council and North Yorkshire County Council towards the new rail station study be approved.
- (c)** That expenditure of up to £100,000 to be funded through the Local Transport Plan for the Transport for the North work be approved.

## **7. Single Transport Plan – Phase 1 Consultation Report**

The Committee considered a report giving an update on:

- The development of the West Yorkshire Single Transport Plan including Bus Strategy and Connectivity Strategy.
- To see delegated approval to consultation on the West Yorkshire Low Emission Strategy.

### **Bus Strategy**

It was reported that work had commenced to update the West Yorkshire Bus Strategy and would be progressed through consultation with the public and key stakeholders. In this respect it was proposed that the updated Bus Strategy would form part of the Single Transport Plan specifically focussing on the WYCA's strategic aims, outcomes and ambition for the bus system across West Yorkshire.

### **Connectivity Strategy**

It was reported that the Single Transport Plan's One System core principle was the ambition for a 'metro-style' public transport that would better integrate all transport modes into one system that was easily understood, easy to access and offered quick, convenient, integrated connections and to maximise/complement the benefits of High Speed Rail across the City Region. Comment was also made that the connectivity work would also address improved connections to Leeds Bradford Airport and to the economic/housing growth areas.

The Committee was advised that it was proposed to commence detailed work to identify routes, network gaps and options with quantified costs and benefits. The technical work required to take the concepts to a more detailed proposition was estimated to cost £220,000 and that would be funded through the Local Transport Plan Development Fund.

### **West Yorkshire Low Emissions Strategy (WYLES)**

It was reported that at the last meeting of the Transport Committee members had agreed to develop a robust approach to air quality within the Single Transport Plan that built on evidence and recommendations of the draft West Yorkshire Low Emissions Strategy (WYLES). Work had already been undertaken by the West Yorkshire authorities, through the collection of transport, public health and environmental health inputs, to develop a strategy for West Yorkshire.

The draft WYLES was currently being developed for consultation and was expected to be finalised in August 2015 with a view to carrying out a consultation exercise with the public stakeholders in September 2015.

Members were informed that as the next meeting was not until October, it was proposed that approval to consult be delegated to the WYCA Acting Director Transport in consultation with the Chair of the Transport Committee.

**Resolved -**

- (a) That the development of the Single Transport Plan be noted.
- (b) That the expenditure of £220,000 to undertake development work on the proposed 'metro style' connecting network be approved.
- (c) That the WYCA Acting Director Transport, in consultation with the Chair of the Transport Committee, be given delegated approval to consult on the West Yorkshire Low Emissions Strategy.
- (d) That the City Scheme ULEV bid be circulated to all members of the Committee prior to the submission deadline.

**8. Boxing Day Services 2014/15**

The Committee considered a report on the outcome of Boxing Day services in 2014 and the development of the 2015 service.

It was reported that the WYCA had previously supported a network of daytime services on 26 December that primarily focussed on Leeds and Huddersfield where retailers had actively promoted Boxing Day shopping.

Comment was made that over 58,000 passenger journeys were made in 2014, a 5.6% increase on the previous year. An online survey had resulted in very positive feedback from customers.

Members were advised that it was proposed to expand the network for Boxing Day 2015 to include Bradford city centre as the Westfield Shopping Centre was due to open later in the year and to provide additional services to the Calderdale area.

**Resolved** - That approval be given for an expanded network of Boxing Day services in 2015 to be procured on a competitive tender basis as outlined in paragraph 2.5 of the submitted report.

**9. Disposal of Surplus Operational Property**

The Committee considered a report on the disposal of the following parcels of freehold land/building which were surplus to operational requirements:

- Land and buildings – Crow Nest Lane, Leeds, which no longer served any operational use.
- Area of paving adjacent to Huddersfield Bus Station via dedication as public highway to form a pedestrian crossing.
- Strip of land at the site of the Apperley Bridge new rail station car park development.
- Transfer of land at Low Moor to Network Rail prior to the commencement of construction of the new rail station.

**Resolved –**

- (a) That approval be given to the disposal of the following land/buildings as detailed in paragraph 2 of the submitted report:
  - (i) Crow Nest Lane, Leeds 11
  - (ii) Land adjacent to Huddersfield Bus Station
  - (iii) Land at Apperley Bridge, Bradford
  - (iv) Land at Low Moor, Bradford
- (b) That all legal agreements and transfers required to effect those disposals be entered into, subject to the terms being satisfactory to the Secretary and Solicitor.

## **10. Developing the Medium Term Financial Strategy**

The Committee considered a report on work required to develop the Medium Term Financial Strategy.

It was reported that a detailed work programme was being overseen by the Finance Working Group which included the Chair of the Transport Committee to realise efficiencies and reduce costs. It was proposed that a workshop be held in the Autumn to enable a fuller consideration of the financial issues facing the Authority with regard to transport and enable members to explore the options that exist to reduce expenditure and any impact it would have on services.

**Resolved –**

- (a) That the ongoing work being undertaken to update the medium term financial strategy be noted.
- (b) That a workshop be arranged in the Autumn.

## **11. Collaboration with Universities – Transport Research Programme**

The Committee considered a report of the proposed collaboration with the Leeds University (Institute of Transport Studies) as part of the wider programme of working with academic institutions.

It was reported that the West Yorkshire Combined Authority had endorsed the value of closer working with academic institutions across West Yorkshire and therefore it was proposed to formalise the arrangement through a framework agreement for funded collaborative research initially for a 3 year period. The programme would be jointly managed and directed by the WYCA and Institute of Transport Studies (ITS) with the emphasis on ensuring that the activities were relevant to the Strategic Economic Plan and Single Transport Plan.

### **Resolved –**

- (a)** That approval be given in principle to the proposed agreement with the Institute of Transport Studies (Leeds University) regarding funded collaborative research.
- (b)** That funding of the proposed contribution be delegated to the Acting Director Transport in conjunction with the Director Resources.
- (c)** That opportunities for collaboration with other academic institutions in the city region be explored.



## ITEM 14(c)

### MINUTES OF THE MEETING OF THE WEST YORKSHIRE & YORK INVESTMENT COMMITTEE HELD ON MONDAY 6 JULY 2015 IN WELLINGTON HOUSE, LEEDS

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<b>Present:</b>	Cllr David Green (Chair)	-	WYCA/City of Bradford MDC
	Cllr Val Slater	-	City of Bradford MDC
	Cllr Barry Collins	-	Calderdale MBC
	Cllr Peter McBride	-	Kirklees MC
	Cllr Richard Lewis	-	Leeds CC
	Cllr Denise Jeffrey	-	Wakefield MDC
	Cllr Ian Gillies	-	City of York Council
	Roger Marsh	-	WYCA/Leeds City Region LEP
<b>In attendance:</b>	Rob Norreys	-	WYCA/LEP
	Ian Gray	-	WYCA
	Nigel Guy	-	WYCA
	Victoria Gell	-	WYCA
	Heather Waddington	-	Leeds City Region
	Adam Brannen	-	Leeds CC
	Liz Towns-Andrews	-	University of Huddersfield
	Ruth Chaplin	-	WYCA
<b>Observers:</b>	Cllr Keith Wakefield	-	WYCA
	Cllr Eric Firth	-	WYCA

#### 1. Apologies for Absence

There were no apologies for absence.

#### 2. Declarations of Disclosable Pecuniary Interests

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

#### 3. Minutes of the Meeting held on 2 June 2015

**Resolved** - That the minutes of the West Yorkshire and York Investment Committee held on 2 June 2015 be approved and signed by the Chair.

#### **4. Leeds City Region Growth Deal Delivery & Budget Reallocation Process**

The Committee considered a report which provided an update on the delivery of the Growth Deal and West Yorkshire plus Transport Fund (WY+TF) and on progress of delivery of other Leeds City Region projects and programmes. Consideration was also given to the reallocation of Growth Deal expenditure in 2015/16.

Members noted the dashboards which were attached at Appendix 1 and considered the updates provided in the submitted report on the programmes and projects where there had been significant developments since the last meeting. Concern was expressed regarding the number of red ratings in respect of WY+TF schemes and it was requested that a report be prepared for the next meeting of the Committee.

It was reported that in respect of the Growth Deal funding 2015/16, £4.2m would need to be reallocated, which comprised £0.8m under the 'resource smart' pillar and £3.4m under 'delivering the infrastructure for growth'. At the previous meeting the Committee had made recommendations to bring forward £0.5m on the Leeds Brownfield Sites scheme from 2016/17 into the current year and to allocate £1.8m to Barnsley Town Centre. Consideration was also going to be given to other schemes which could potentially deliver in the current year to fill the funding gap.

The Committee was advised that following the request at the last meeting, information was still being received from the districts in respect of strategic land acquisition issues which could affect delivery of schemes. Members requested that officers study the information provided and report back to a future meeting of the Committee.

In respect of the York Guildhall & Riverside Digital Media Arts Centre project, It was reported that City of York Council were to consider the project at their Executive meeting to be held on 30 July 2015 and an update would be provided at the next meeting.

#### **Resolved –**

- (a)** That progress on the Growth Deal be noted.
- (b)** That a report be prepared for the next meeting on progress with West Yorkshire plus Transport Fund schemes.
- (c)** That the need to reallocate Growth Deal expenditure for the 2015/16 financial year be noted and appropriate recommendations be made to the WYCA.
- (d)** That a progress report on the York Guildhall & Riverside Digital Media Arts Centre project be prepared for the next meeting.
- (e)** That a report on strategic land acquisition issues be brought to a future meeting.

## **5. Growth Deal Projects for 2015/16 & 2016/17 – Funding Appraisals**

The Committee considered a report which sought approval to progress the following projects that could begin delivery in 2015/16:

- Kirklees Housing Sites
- Bath Road, Leeds
- Better Homes Solid Wall Insulation Programme

Consideration was also given to the summary of the full business case for the Huddersfield Incubation and Innovation Programme which had the potential to deliver in 2016/17.

Members discussed the summary business cases for each of the above-mentioned projects which were attached to the submitted report.

In respect of the Better Homes Solid Wall Insulation Programme, members deferred a decision pending a full review of the wider Better Homes contract, and further information would be provided at the next meeting.

The Committee noted the value for money provided by the Business Growth Programme and the rationale for potential reallocation of 2015/16 Local Growth Fund spend to the Business Growth Programme (BGP) which was outlined in the submitted report. It was further noted that up to £1m of the 2016/17 allocation of £6m for the Leeds City Region Business Growth Programme could be brought forward into the 2015/16 financial year, should Growth Deal management provide an opportunity.

It was noted that all funding agreements would be subject to successful completion of due diligence and agreements of contracts and to the availability of Local Growth Funds.

### **Resolved –**

- (a) That the recommendations for the funding package for Kirklees Housing Sites of up to £1m of which £295,000 is to be spent in 2015/16 and the remainder in 2016/17, as set out in the submitted report, be endorsed.
- (b) That the funding package for Bath Road, Leeds of £575,000 for 2015/16, as set out in the submitted report be endorsed.
- (c) That a decision on the grant for the Better Homes Solid Wall Insulation (SWI) programme in 2015/16 be deferred until the next meeting.
- (d) That it be approved in principle that, should budget management needs offer the opportunity, up to £1m of Business Growth Programme expenditure could be brought forward from 2016/17 to 2015/16.

- (e) That the recommendations for a funding package of £2,922,000 for the Huddersfield Incubation and Innovation Programme as set out in the submitted report be endorsed.
- (f) That it be noted that all funding agreements are subject to successful completion of due diligence and agreements of contracts and to the availability of Local Growth Funds.

**6. Proposal for the WYCA to Take On Intermediate Body Status to Deliver the Leeds City Region Sustainable Urban Development Strategy**

The Committee considered a report on a proposal for the WYCA to become the Urban Authority for the delivery of the Leeds City Region Sustainable Urban Development Strategy, operating under 'Intermediate Body' status as defined by EU Regulation 130-1/2013 for the period from 2015-2020.

Members noted the background information outlined in the submitted report in respect of EU funding for the period 2014-20.

It was further noted that as part of the EU regulations governing ESIF expenditure, each member state had to produce a 'Sustainable Urban Development' (SUD) Strategy. A short draft LCR SUD Strategy had been submitted to Government in July 2014 and work was continuing to develop the SUD proposals further with the final LCR SUD Strategy to be submitted by 25 September 2015.

Members discussed the potential benefits and risks of agreeing to take on Intermediate Body Status for SUD which were detailed in the submitted report. It was noted that Department for Communities and Local Government (DCLG) would establish the terms under which the WYCA, as the Urban Authority with Intermediate Body Status, would select operations.

It was agreed that the LEP Director & Head of Economic Strategy should develop the proposal for the WYCA to assume Intermediate Body (IB) Status and negotiate delegation agreements with DCLG prior to a formal recommendation being taken by the WYCA to proceed.

**Resolved:**

- (a) That the approach set out in the submitted report be endorsed.
- (b) That the WYCA be recommended to be the Urban Authority for Sustainable Urban Development (SUD) acting under Intermediate Body Status for ESIF purposes.
- (c) That negotiations and development work continue with DCLG in relation to Intermediate Body Status and delegation agreements.
- (d) That a progress report be prepared for the next meeting of the Committee.