

## **WEST YORKSHIRE COMBINED AUTHORITY**

**MEETING TO BE HELD AT 11.00 AM ON THURSDAY, 29 JULY 2021  
IN COMMITTEE ROOMS 6&7, CIVIC HALL, LEEDS. THE MEETING  
WILL ALSO BE LIVESTREAMED HERE:**

**<https://www.youtube.com/channel/UCazjNSGpqZZT41Vibn2ZK9A/live>  
(COPY AND PASTE THE LINK IN YOUR BROWSER)**

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

This meeting will be held in Committee Rooms 6&7, Civic Hall, Leeds LS1 1UR.

There will be very limited capacity for observers of the meeting. If you would like to attend to observe the meeting in person, please email: [governanceservices@westyorks-ca.gov.uk](mailto:governanceservices@westyorks-ca.gov.uk) to request a place, clearly stating the name, date and start time of the committee and include your full name and contact details, no later than 24 hours before the meeting begins. Please note that the pre-booked places will be allocated on a 'first come, first served' basis and once pre-booked capacity has been reached there will be no further public admittance to the meeting. On receipt of your request, colleagues will provide a response to you. The meeting will be livestreamed and can be viewed via the link at the top of the agenda and a recording will be uploaded to our YouTube channel following the meeting.

Coronavirus is still circulating so please follow all the Covid safe rules. Even if you have had the vaccine but have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting and stay at home and get a PCR test. For those who are attending the meeting, please bring a face covering, unless you are exempt.

This meeting will be filmed for live or subsequent broadcast via the Combined Authority's internet site. If you have any queries regarding this, please contact Governance Services on 0113 251 7220.

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

### **3. EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

1. To highlight Agenda Item 8 which officers have identified as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.
2. To consider whether or not to accept the officers' recommendation in respect of the above information as set out Agenda Item 8.
3. If the recommendation is accepted, to formally pass the following resolution:-

**RESOLVED** – That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Agenda Item 8 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

### **4. MINUTES OF THE MEETING OF THE COMBINED AUTHORITY HELD ON 24 JUNE 2021**

(Pages 1 - 16)

### **5. ECONOMIC RECOVERY**

(Lead Member: The Mayor, Director: Brian Archer)

(Pages 17 - 22)

#### **For Decision**

### **6. PLACE NARRATIVE**

(Lead Member: Cllr T Swift, Director: Liz Hunter)

(Pages 23 - 26)

### **7. HOUSING PLEDGE & HOUSING REVENUE FUND APPROVAL**

(Lead Member: The Mayor, Director: Liz Hunter)

(Pages 27 - 42)

### **8. BROWNFIELD HOUSING FUND PROGRAMME**

(Lead Member: The Mayor, Director: Melanie Corcoran)

(Pages 43 - 54)

### **9. CAPITAL SPENDING & PROJECT APPROVALS**

(Lead Member: The Mayor, Director: Melanie Corcoran)

(Pages 55 - 128)

**10. MAYORAL PLEDGE FUNDING**

(Lead Member: The Mayor, Director: Alan Reiss)  
(Pages 129 - 136)

**11. INTRA CITY TRANSPORT SETTLEMENTS**

(Lead Member: The Mayor, Director: Liz Hunter)  
(Pages 137 - 144)

**12. GOVERNANCE ARRANGEMENTS**

(Lead Member: The Mayor, Director: Angela Taylor)  
(Pages 145 - 170)

**For Information**

**13. MINUTES FOR INFORMATION**

(Pages 171 - 172)

**Signed:**

A handwritten signature in black ink, appearing to be 'BAM', with a horizontal line underneath it.

**Managing Director  
West Yorkshire Combined Authority**

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## MINUTES OF THE MEETING OF THE WEST YORKSHIRE COMBINED AUTHORITY HELD ON THURSDAY, 24 JUNE 2021 AT CIVIC HALL, LEEDS

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### Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Stewart Golton (Substitute)	Leeds City Council
Councillor James Lewis	Leeds City Council
Sir Roger Marsh OBE DL	Leeds City Region Local Enterprise Partnership
Councillor Shabir Pandor	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Matthew Robinson	Leeds City Council
Councillor Tim Swift MBE	Calderdale Council

### In attendance:

Councillor Peter Harrand	Chair, Overview & Scrutiny Committee
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority

### 1. West Yorkshire Mayor

The Mayor welcomed everyone to the first meeting of the Combined Authority following the West Yorkshire mayoral elections in May 2021.

The Mayor thanked and paid tribute to the outgoing Chair, Councillor Hinchcliffe and the Members of the Combined Authority for all their significant achievements which included securing the devolution deal. This had provided new powers and responsibilities, unlocking more than £1.8 billion in investment for West Yorkshire and Members were reminded of the 10 mayoral pledges to build a strong and successful economy in West Yorkshire by investing in areas such as transport, skills, housing and regeneration.

Sir Roger Marsh was congratulated by the Mayor and Members on his recent knighthood and Councillor Matthew Robinson was welcomed to his first

meeting of the Authority.

## **2. Membership of the West Yorkshire Combined Authority**

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the following:

- The election of the West Yorkshire Mayor and the appointment of Combined Authority Members and Substitute Combined Authority Members to the West Yorkshire Combined Authority (the Combined Authority) by the Constituent Councils (the West Yorkshire councils) and the Non-Constituent Council (the City of York Council).
- The Mayor's appointment of a Deputy Mayor.
- The appointment of the Leeds City Region Local Enterprise Partnership Combined Authority Member and Substitute LEP Member to the Combined Authority.
- Granting of voting rights to the Non-Constituent Council Combined Authority Member and to the LEP Member (and their Substitutes).

The membership of the Combined Authority, including the appointments made by the Constituent Councils to the Combined Authority, and the Non-Constituent Council was attached at Appendix 1 to the submitted report.

### **Resolved:**

- (a) That the Combined Authority notes the appointments set out in Appendix 1 of the submitted report for:
- the election of the Mayor;
  - the appointment by the Mayor of Councillor James Lewis as the Deputy Mayor;
  - the appointment of Constituent Combined Authority Members and their Substitutes by the Constituent Councils;
  - the appointment of the Non-Constituent Council Member and Substitute by York City Council.
- (b) That Roger Marsh be appointed as the LEP Member of the Combined Authority, and Mark Roberts as Substitute LEP Member.
- (c) That the Non-Constituent Council Combined Authority Member may exercise one vote as follows:
- on the Leeds City Region Partnership Committee (an advisory committee), and
  - at any other Combined Authority meeting (including any decision-making committee or sub-committee to which the Non-Constituent Council Combined Authority Member is appointed) only in respect of any decision which gives rise to a direct and significant financial liability for the Non-Constituent Council.
- (d) That the Substitute Non-Constituent Council Combined Authority

Member may exercise the voting rights granted to the Non-Constituent Council Combined Authority Member, when acting in the absence of the Non-Constituent Council Member.

- (e) That the LEP Member may vote at any meeting of the Combined Authority (including any committee or sub-committee to which the LEP Member is appointed) on any decision, subject to the following exceptions:
- decision-making in relation to budget and levy setting; and
  - the adoption of any implementation plans appended to the Local Transport Plan which relate specifically to the Combined Authority's area (that is, West Yorkshire).
- (f) That the Substitute LEP Member may exercise the voting rights granted to the LEP Member, when acting in the absence of the LEP Member.

### **3. Apologies for Absence**

Apologies for absence were received from Councillors Denise Jeffery, John Lawson and Andrew Waller.

### **4. Declarations of Disclosable Pecuniary Interests**

Tracy Brabin declared a disclosable pecuniary interest in relation to Agenda Item 13, Members Allowances Scheme. She advised that Councillor Lewis, Deputy Mayor, would be asked to take the chair and she would take no part in the discussion or determining of this item.

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

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

### **6. Minutes of the Meeting of the Combined Authority held on 22 April 2021**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 22 April 2021 be approved.

### **7. Committee Arrangements and Appointments**

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of committee arrangements and appointments.

- To appoint committees of the West Yorkshire Combined Authority (the Combined Authority).
- To appoint or co-opt members onto the Combined Authority's committees.
- To appoint the Chairs and Deputy Chairs of committees of the Combined Authority.

- To grant voting rights to some members of the Combined Authority's committees.
- To agree portfolio arrangements.
- To note that Inclusivity Leads will be designated on thematic committees and on the Finance, Resources and Corporate Committee.
- To appoint Independent Persons.

It was reported that since publication of the agenda papers, the following outstanding appointments and nominations had been confirmed:

- (i) The appointment of Councillor Susan Hinchcliffe as the Chair, Councillor Tim Swift as Deputy Chair and Councillor Matthew Robinson as a member of the Governance & Audit Committee.
- (ii) The appointment of Helen Featherstone as Deputy Chair of the Culture, Arts & Creative Industries Committee.
- (iii) The appointment of Councillor Shabir Pandor as Chair of the Business Investment Panel.
- (iv) The appointment of Councillor Martyn Bolt (Kirklees) as the leader of the opposition on Transport Committee.
- (v) Councillor Neil Walshaw to replace Councillor Kayleigh Brooks on the Climate, Energy & Environment Committee.
- (vi) Councillor Kayleigh Brooks to replace Councillor Neil Walshaw on the Employment & Skills Committee.
- (vii) It was also agreed that in order to secure private sector representation on the Leeds City Region Partnership Committee that the LEP Member (Sir Roger Marsh) and the Chair of the York and North Yorkshire LEP be added as voting members.

In respect of scrutiny arrangements, the following appointments were confirmed:

(viii) Corporate Scrutiny Committee

Chair: Councillor Peter Harrand  
Kirklees Council have nominated Councillor Andrew Cooper as a member.

(ix) Transport Scrutiny Committee

Chair: Councillor Amanda Parsons-Hulse  
Kirklees Council have nominated Councillor Anthony Smith as a member.

The Authority agreed all the recommendations including the outstanding appointments, nominations and amendments outlined in (i) – (ix) above. Any

further nominations or changes to membership would be reported to the next meeting.

Members discussed the forthcoming internal review of the Transport Committee. It was reported that this would be undertaken during the summer and that terms of reference and scope would be shared in advance. Members asked that the findings be reported at the earliest opportunity.

**Resolved:**

- (a) That, in relation to appointment of committees –
- (i) That the following statutory committees be appointed with the terms of reference set out in the relevant appendix attached to the submitted report:
    - Governance and Audit Committee (Appendix 1)
    - Corporate Scrutiny Committee (Appendix 2)
    - Economic Scrutiny Committee (Appendix 3)
    - Transport Scrutiny Committee (Appendix 4)
  - (ii) That the Finance, Resources and Corporate Committee be appointed with the terms of reference set out in Appendix 5.
  - (iii) That the following thematic committees be appointed with the terms of reference set out in the relevant appendix attached to the submitted report:
    - Business, Economy and Innovation Committee (Appendix 6)
    - Climate, Energy and Environment Committee (Appendix 7)
    - Culture, Arts and Creative Industries Committee (Appendix 8)
    - Employment and Skills Committee (Appendix 9)
    - Place, Regeneration and Housing Committee (Appendix 10)
    - Transport Committee (Appendix 11)
  - (iv) That the following advisory committees be appointed with the terms of reference set out in the relevant appendix attached to the submitted report:
    - Business Investment Panel (Appendix 12)
    - Leeds City Region Partnership Committee (Appendix 13).
- (b) In relation to the appointment of committee members -
- (i) That the Combined Authority appoints its members to the Governance and Audit Committee, as set out in Appendix 14 together with Joanna Wardman and Debbie Simpson as Independent Members of the Governance and Audit Committee

for this municipal year.

- (ii) That the Combined Authority members set out in Appendix 14 be appointed to:
    - the Finance, Resources and Corporate Committee
    - each of the thematic committees
    - the Business Investment Panel
    - the Leeds City Region Partnership Committee.
  - (iii) That the members as set out in Appendix 14 and substitutes as set out in paragraph 2 of the report be appointed to the overview and scrutiny committees.
  - (iv) That the Combined Authority co-opts members to its committees as set out in Appendix 14, and in addition appoint a substitute for each Co-optee on the Leeds City Region Partnership Committee, as set out in paragraph 2 of the submitted report.
- (c) In relation to voting rights for committee members, (in addition to any Combined Authority Member exercising one vote) -
- (i) That any Independent Member of the Governance and Audit Committee shall be a voting member of that committee.
  - (ii) That it be noted that any member of a Constituent Council appointed to an overview and scrutiny committee has one vote and the Authority resolves that this may be exercised in their absence by their substitute.
  - (iii) That any Co-optee from a Constituent Council on any ordinary decision-making committee (including any thematic committee) shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
  - (iv) That any Co-optee who is Deputy Chair of a committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
  - (v) That any Co-optee on the Leeds City Region Partnership Committee shall be a voting member of that committee and that a vote may be exercised in their absence by their substitute.
- (d) That the Chairs and Deputy Chairs to committees, as set out in Appendix 14 be appointed.
- (e) That the portfolio arrangements as set out in paragraph 2 of the submitted report be approved.
- (f) That the appointments of a Lead Member, Public Transport, a Lead Member, Active Travel on Transport Committee and a leader of the

opposition for the committee, as set out in Appendix 14 be approved.

- (g) That each thematic committee designates an Inclusivity Lead.
- (h) That Ian Brown and Carolyn Lord continue as Independent Persons in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct on the existing terms for remuneration, until the Combined Authority's annual meeting in 2022.
- (i) That the outstanding appointments, nominations and amendments set out in (i) – (ix) of minute 7 above be approved.
- (j) That the terms of reference for the forthcoming internal review of the Transport Committee be circulated to Members.

## **8. Officer Arrangements**

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the Combined Authority's Officer Delegation Scheme for Non-Mayoral Functions and the Officer Codes of Conduct.

### **Resolved:**

- (a) That the Officer Delegation Scheme in relation to Non-Mayoral Functions attached at Appendix 1 to the submitted report be approved.
- (b) That the Officer Codes of Conduct set out in Appendices 2 and 3 of the submitted report be approved.

## **9. Appointment of Deputy Mayor for Policing & Crime and Arrangements for PCC Functions**

The Combined Authority considered a report of the Director of Corporate and Commercial Services on the appointment of a Deputy Mayor for Policing and Crime and the Mayor's arrangements for PCC Functions.

It was reported that since publication of the agenda papers, Alison Lowe had been confirmed by the Police and Crime Panel as the first Deputy Mayor for Policing and Crime (DMPC) in West Yorkshire and would start in August 2021. Details of the appointment had been published in the Police and Crime Panel's papers which would also be published on the West Yorkshire Police and Crime Panel's website.

The Mayor expressed her thanks to Mark Burns-Williamson for his help and on-going support with the new PCC arrangements to ensure a smooth transition over the next three months.

### **Resolved:**

- (a) That the appointment of Alison Lowe as the Deputy Mayor for Policing

and Crime be noted.

- (b) That the Mayor's arrangements for PCC Functions, as set out in Appendices 1, 2 and 3 of the submitted report be noted.

## **10. Constitutional Arrangements**

The Combined Authority considered a report of the Director of Corporate and Commercial Services on constitutional arrangements.

It was noted that the Combined Authority had previously agreed to adopt a formal Constitution and this had been amended to reflect the revised committee arrangements and further amendments for clarity and updating. The Constitution documents were attached at Appendices 1 – 5 of the submitted report.

**Resolved:** That the Constitution documents attached to the submitted report be approved.

## **11. Representation on Outside Bodies**

The Combined Authority considered a report of the Director of Corporate and Commercial Services regarding Combined Authority representation on outside bodies.

**Resolved:** That the appointments to the outside bodies for the municipal year 2021/22 as detailed in Appendix 1 to the submitted report be approved.

## **12. Corporate Governance Code & Framework**

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the Corporate Governance Code and Framework and the Annual Governance Statement for inclusion in the annual statutory accounts.

**Resolved:**

- (a) That the Corporate Governance Code and Framework be noted.
- (b) That the Annual Governance Statement be endorsed.

## **13. Members' Allowances Scheme**

Tracy Brabin declared a disclosable pecuniary interest in relation to Agenda Item 13, Members Allowances Scheme. Councillor James Lewis, Deputy Mayor, took the Chair and the Mayor took no part in the discussion or determining of this item.

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the Members' Allowances Scheme.

In response to a question raised, it was noted that The West Yorkshire

Combined Authority Order 2014 precluded members of the Combined Authority receiving an allowance.

**Resolved:** That the Members' Allowances Scheme, attached as Appendix 1 to the submitted report, be adopted for the municipal year 2021-2022.

#### **14. Scrutiny Annual Report**

The Combined Authority considered a report of the Director of Corporate and Commercial Services on the scrutiny annual report 2020/21.

The report provided a summary and highlighted the work undertaken by the Overview and Scrutiny Committee during the 2020/21 municipal year and Councillor Harrant thanked officers for their support over the last 12 months.

Members discussed the rationale, benefit and importance of the three new committees which had been established to cover corporate, economic and transport scrutiny. It was noted that broadening scrutiny had been one of the elements of the devolution deal. It was considered that the increase in scrutiny membership would provide more transparency and broaden engagement. It was confirmed that a review of the new arrangements would be undertaken and a report prepared for a future meeting of the Authority.

**Resolved:** That the annual report summarising the work undertaken by the Overview and Scrutiny Committee in 2020/21 be noted.

#### **15. Calendar of Meetings**

The Combined Authority considered a report of the Director of Corporate and Commercial Services setting out a proposed calendar of meetings for 2021/22.

**Resolved:**

- (a) That the dates of meetings for the LEP Board as agreed by the LEP Board at its annual meeting be noted.
- (b) That the calendar of meetings of the Combined Authority, its committees and sub-committees for 2021/22, as detailed in Appendix 1 to the submitted report, be approved.

#### **16. Bus Reform - Next Steps**

The Combined Authority considered a report of the Director of Transport and Property Services on bus reform and the next steps.

Members discussed a proposal to start the process of introducing a bus franchising scheme into West Yorkshire and details of the next steps to deliver the Mayoral pledge to bring buses back into public control were set out in the submitted report. Such a scheme would enable the Mayor to define routes, fares and service levels to make bus services more affordable, accessible and improve connections between communities. A copy of the 'Notice To Prepare

An Assessment of the Need for a Franchising Scheme' was attached at Appendix 1.

It was noted that the statutory process leading to a formal decision being taken on franchising would take some time and the franchise assessment would be subject to public consultation. Therefore, in the interim, it was proposed to establish an Enhanced Partnership with operators which would deliver earlier improvements and provide a better bus service for passengers . Members discussed the proposal which would give access to Government funding next year. A copy of the 'Notice of Intent for the Enhanced Partnership' was attached at Appendix 2. A Bus Service Improvement Plan has to be developed in partnership with the operators and submitted as part of the bidding process by October 2021 and the Authority endorsed the vision and objectives for the Plan as set out in the submitted report. A further report would be brought to a future meeting.

The current position in respect of the emergency funding issued by Government to bus operators and Local Transport Authorities during the pandemic was noted. The Government had advised that further funding will be available to support the recovery of bus fare revenues for September 2021 until March 2022. The Authority was advised that details of the value and mechanism of the funding were still awaited and Members discussed and endorsed the principles for deploying emergency funding for the remainder of the year which were outlined in the submitted report. A report would be prepared for a future meeting when further details had been received from the Government.

The importance of devolving all public transport including rail to the regions was also highlighted and a report would be brought to a future meeting.

Members voted on the recommendations of the report with the following results:

For:	7
Against:	0
Abstentions:	2

The recommendations were therefore carried.

**Resolved:**

- (a) That the publication of the Notice To Prepare An Assessment of the Need for a Franchising Scheme be approved.
- (b) That the publication of the Notice of Intent for the Enhanced Partnership be approved.
- (c) That the Combined Authority notes the Government's publication of the National Bus Strategy and the requirement for the Bus Service Improvement Plan and endorses the vision and objectives for the Plan as set out in the submitted report.

- (d) That the approach to the deployment of emergency funding for bus services for the remainder of 2021/22 as set out in the submitted report be endorsed pending further guidance from Government.

## **17. West Yorkshire Investment Strategy**

The Combined Authority considered a report of the Director of Strategy, Communications and Policing on the West Yorkshire Investment Strategy.

It was noted that the Strategy had been updated in light of the Mayor's pledges and sets out the priorities that will guide how gainshare and the other funds that form part of the Single Investment Fund (SIF) are spent. A copy of the revised Strategy was attached at Appendix 1.

Members discussed the SIF which brought together existing growth funding with the new funding streams secured as part of the devolution agreement. It was suggested that for transparency, gainshare statements could be considered as part of the future scrutiny function. Further information in respect of the funding included within the SIF and the remaining timescale of the funding secured through the City Deal for the West Yorkshire plus Transport Fund would be clarified in future reports to Members.

**Resolved:** That the West Yorkshire Investment Strategy be endorsed.

## **18. Initial Funding Priorities**

The Combined Authority considered a report of the Director of Strategy, Communications and Policing on initial funding priorities.

The linkages between the Mayoral pledges and the Authority's objectives were set out. Members noted the areas that require immediate investment and action which had been identified to support the Authority's objectives linked to the priorities of the West Yorkshire Investment Strategy.

The Authority approved in principle some funding from gainshare to enable development work to be undertaken in the key priority areas of bus, culture, good work standard and skills. Details were outlined in the submitted report and it was agreed that approval for programmes to pass through Decision Point 2 of the Assurance Framework be delegated to the Finance, Resources and Corporate Committee.

**Resolved:**

- (a) That the Combined Authority indicatively approves funding from the Single Investment Fund to enable progress to be made in key priority areas, with full approval to spend being granted once the project has progressed through the assurance process in line with the Combined Authority's Assurance Process. The indicative funding requested is:
- £500k to support scheme development relating to culture and creative industries.
  - £1m to provide initial resources required to undertake an

assessment relating to Bus Franchising.

- £600k over three years to develop, launch and embed a West Yorkshire Good Work Standard
- £500k to support scheme development relating to employment and skills support for 16-30 year olds.

- (b) That the approval for programmes to pass through Decision Point 2, totalling no more than £2.6m of funding from the Single Investment Fund be delegated to the Finance, Resources and Corporate Committee.

## 19. Capital Spending & Project Approvals

The Combined Authority considered a report of the Director of Delivery on capital spending and project approvals.

Members noted the progress and funding for a number of schemes through the Combined Authority's assurance process which were outlined in the submitted report. These had been approved by the Investment Committee on 5 May 2021 and 8 June 2021 and included:

- The Transforming Cities Fund Programme Review 2021
- Intra City Fund Capacity Funding
- Real Time Information System
- East Leeds Demand Responsive Transport
- Leeds City Region Growth Services

In addition, it was noted that the following decision points and change requests had been assessed and approved through the agreed delegation process:

- Wakefield City Centre Package Phase 2: Ings Road
- Beech Hill Phase 2, Halifax
- A61 North Corridor: Scott Hall Road
- Net Zero Region Accelerator
- Health Innovation Support
- Entrepreneurship Package of Support
- TCF: Skipton Railway Station Gateway – Active Travel Improvement Scheme
- TCF: Harrogate Rail Station Gateway – Active Travel Improvement Scheme
- Steeton and Silsden Crossing

Details of all the schemes were provided in the submitted report.

### **Resolved:**

- (a) In respect of the Transforming Cities Fund Programme Review –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the progress made in the delivery of the TCF programme be noted, in particular the key messages presented on milestones, finances and risks.
- (ii) That a further TCF Programme review is conducted over the next six months to report back to Committee in January 2022. This should consider opportunities to phase projects and accelerate delivery of schemes and associated spend.
- (iii) That partners develop plans to phase delivery of projects where possible to accelerate delivery to not only maximise spend but also deliver earlier benefits to users by March 2023.
- (iv) That the guiding principles around allocation of the remaining risk/contingency and inflation are noted.
- (v) That the changes to Indicative Funding Allocations set out in Appendix 2 to the submitted report be approved.
- (vi) That the £2.760 million uplift in Programme Management budget to £7.690 million to reflect the larger high scenario programme being delivered and anticipated longer timescales for delivery (set out in Appendix 2) be approved.
- (vii) That a further allocation of £1 million programme development funding be approved, to be overseen by the TCF Portfolio Board and approved by delegation to the Combined Authority's Managing Director (who in turn will delegate to the Director of Delivery, and who will then take decisions taking on board the views of the TCF Portfolio Board – which comprises officers from all the authorities with TCF schemes).
- (viii) That the following development funding be approved:
  - Huddersfield Trinity St Access Improvements - £103,773
  - Huddersfield Rail Station Access - £76,679
  - A61 Bus, Cycle and Walking Improvements - £79,990
  - Wakefield City Centre Bus, Cycle and Walking Improvements - £172,226
  - A639 Bus, Cycle and Walking Improvements - £110,000
  - York Tadcaster Road Corridor Improvement Scheme - £64,355

- (b) In respect of the Intra City Fund Capacity Fund –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Intra City Fund Capacity Funding scheme proceeds through decision point 1 (Pipeline Identification and Gateway Assessment) and work commences on activity 2 (Strategic Outline

Case).

- (ii) That an indicative approval to the Combined Authority's contribution of £7.400 million (which will be funded from the DfT Intra City Fund Capacity Fund) be given.
- (iii) That development costs of £3 million are approved in order to progress the scheme to decision point 2 (Strategic Outline Case).
- (iv) That the Combined Authority enters into any Funding Agreements required with our Partner Councils for expenditure of up to £0.500 million from the DfT Intra City Fund Capacity Fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

(c) In respect of the Real Time Information System –

That following a recommendation of the Investment Committee, the Combined Authority approves, subject to the conditions set by the Programme Appraisal Team:

- (i) That the Real Time information System scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery).
- (ii) That approval to the Combined Authority's contribution of £1.404 million (which will be funded from capital receipts or the Local Transport Plan (Integrated Transport Block) be given. The total scheme value is £2.376 million.
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (iv) The following conditions have been set by the Programme Appraisal Team to gain Approval to Proceed to Delivery:
  - 1. The total scheme cost is within those set out in the FBC approval.
  - 2. Confirmation that capital receipts or Local Transport Plan (LTP) funding is available.
  - 3. Confirmation of match funding from South Yorkshire Passenger Transport Executive (SYPTTE).
  - 4. Confirmation that a project board has been set up and met and that a Project Manager has been appointed.
  - 5. Confirmation of maintenance / revenue costs and how these will be funded.

(d) In respect of East Leeds Demand Responsive Transport (DRT) -

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That approval to the Combined Authority's contribution for the capital cost of the electric buses of £1.544 million (which will be funded through £1.160 million from the Leeds Public Transport Investment fund and £0.384 million from the Local Transport Plan fund) be given.
- (ii) That, subject to the conditions set by the Programme Appraisal Team, the Combined Authority approves:
  - 1. That the East Leeds DRT scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery).
  - 2. That approval to the Combined Authority's contribution of £1.334 million (which will be funded through £0.357 million from the Local Transport Plan fund, £0.753 million from the DfT Better Deal for Bus Users fund, £0.177 million from fare revenue and a contingency of £0.047 million identified from the tendered bus service budget) be given. The total scheme value is £3.400 million including revenue costs.
  - 3. That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (iii) The following conditions have been set by the Programme Appraisal Team to gain Approval to Proceed to Delivery:
  - 1. The total scheme cost is within those set out in the FBC approval.
  - 2. Confirmation that the Monitoring and Evaluation plan for the scheme has been developed and sets out what success means to allow the decision to be made on whether this trial should be extended beyond the initial 18 months.
- (iv) The following conditions have been set by the Programme Appraisal Team before the trial is extended beyond 18 months:
  - 1. Confirmation that the £0.297 million from Leeds City Council Supplementary Planning Document contributions and £0.225 million from Leeds City Council Section 106 contributions have been secured.
- (e) In respect of the Leeds City Region Growth Service –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the change request to the Growth Service Programme to

extend the delivery timescales to March 2023 and formal acceptance of £1.062 million of additional funding and approval of Combined Authority's contribution of £0.802 million, including the interim underwriting of the BEIS contribution from other combined authority resources, pending the Autumn 2021 budget outcome.

- (ii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

## **20. Minutes for Information**

The Combined Authority noted the minutes of the committees and panels that have been published on the West Yorkshire Combined Authority's website since the last meeting.

**Resolved:** That the minutes of the Combined Authority's committees and panels be noted.



**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Economic Recovery**

**Director:** Brian Archer, Director of Economic Services

**Author:** Alex Clarke, Policy Manager Business Growth and Resilience

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To provide the Combined Authority with an update on developments around the COVID-19 crisis, including the delivery of products and services in response.

## 2. Information

- 2.1 Since the last Combined Authority meeting England has moved to the fourth stage of the roadmap out of lockdown on 19 July. This marks the end of many of the restrictions that have been in place in Leeds City Region during the pandemic, some since March 2020. The restrictions have been replaced with new guidance encouraging businesses and the public to continue to exercise caution and setting certain expectations. For example, while the requirement to wear face coverings will be lifted, they will still be expected to be worn in crowded areas such as public transport.
- 2.2 Throughout this time, the LEP and the five of West Yorkshire local authorities, have continued to support residents and businesses in Leeds City Region, and the following sections outline some of the support available and the progress made, before turning to issues of economic recovery and the refreshing of the West Yorkshire Economic Recovery Plan.

## Business Support and Engagement

2.3 This section outlines the progress made on delivering that support since the last LEP Board meeting. The support available brings together both nationally and locally funded projects, ensuring comprehensive support for businesses.

<b>Project</b>	<b>Funding</b>	<b>Businesses Supported</b>	<b>Delivery Partners</b>
Local Authority Grants, including Restart Grants (since Nov 20)	£350m	120,000 payments	Local Authorities (lead)
Additional Restrictions Grant (since Nov 20)	£35m	17,000 payments	Local Authorities (lead)
COVID-19 Recovery Grants (ERDF & LGF)	£2.8m	1114	LEP-commissioned Umi Commercial
Digital Resilience Vouchers (up to £5,000)	£1.06m	400	LEP & Leeds City Council
Peer Learning Project	£90,000	65	LEP-commissioned University of Leeds Business School
Small Business Membership Scheme (access to legal, HR, financial and wellbeing support)	£300,000	1350	LEP-commissioned W&NY Chamber, Mid-Yorkshire Chamber, FSB
Cyber Security Support Scheme	£100,000	160	LEP-Commissioned North East Business Resilience Centre
Business Resilience Webinars	£15,000	180	LEP-commissioned Biskit

## Employment and Skills Support

2.4 The Combined Authority and LEP continues to support individuals to better equip them in the labour market as part of our economic recovery activity, including through the £13.5m strategic employment and skills package agreed by the Combined Authority on 27 November 2020. The following outlines progress on the use of additional funding to increase the existing Employment Hub and Reboot programmes.

2.5 Following the re-purposing of the ESF funded Employment Hub, delivered in partnership with Local Authorities, an extension has been funded through gainshare to support those affected by the pandemic. Known as Employment Hub 2, it will run in parallel with the ESF funded Employment Hub. As of 1 April 2021 (Q1), the original Hub has engaged 4,199 15-24 year-old participants against a profile of 5,137 (82%). Of these:

- 1,323 participants were from a black, Asian or minority ethnic background, against a profile of 604 (219%)
- 844 participants had disabilities against a target of 474 (178%)

- 1,320 participants had no basic skills qualifications against a target of 1124 (117%)
  - Of the participants starting the programme, 759 have been supported with finding education/ training, employment, or self-employment against a target of 1,918 (40%)
- 2.6 Contracts for delivery of Employment Hub 2 are currently with Local Authority delivery partners for their approval and sign off, following which the service will go live with the aim of supporting a further 5500 claimants and non-claimants into retraining, reskilling and employment. Five Local Authorities (excluding York) are involved in the delivery of Employment Hub 2 and the provision will work in parallel with our existing programme. Delivery is anticipated to start from August 2021.
- 2.7 Employment Hub 2 will provide additional employment support activity for all those who have been furloughed, recently made unemployed and seeking to progress in their current employment. Activity will target vulnerable groups including BAME, women, over-50s, 15–24-year-olds and those with a disability.
- 2.8 On Reboot, a tender for adult training is currently live and will form part of an adult skills framework. This will create a responsive adult training offer that focusses on the priority sectors for employment growth including digital, construction, engineering, the green economy and health and social care aligning to the Economic Recovery Plan and SEF Employment and Skills priorities. Delivery will begin late summer 2021 and continue until April 2023.
- 2.9 Adult retraining activity will similarly target those recently unemployed or furloughed staff. In addition, the framework will target support to females, over 50s, BAME and those with a disability.
- 2.10 Following completion of procurement activities, employers will be central to the design of specific training programmes so that they align to labour market needs prompted by economic recovery.

#### Economic Recovery Plan Development and Implementation

- 2.11 As reported previously, the longer-term planning for economic recovery for West Yorkshire is being overseen by a West Yorkshire Economic Recovery Board<sup>1</sup>, which is a working group of the Combined Authority and brings together the West Yorkshire Mayor, five West Yorkshire Leaders and LEP Chair with partners from the private sector, trade unions, business representative organisations, public bodies and the third sector, to develop robust plans for a fair, just and lasting regional recovery and to help build an inclusive and sustainable economy for the future.
- 2.12 At the June meeting of the Economic Recovery Board, it was proposed that the Economic Recovery Plan should be refreshed to coincide with the

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<sup>1</sup> Further details on the full membership and terms of reference: <https://www.westyorks-ca.gov.uk/erb>

upcoming changes in restrictions and in particular ahead of the end of the furlough scheme, building on the current plan's themes of Re-imagining and Resilience, as we enter the next phase of recovery from the pandemic. The Board discussed also how the West Yorkshire Mayoral Pledges could be aligned specifically to support delivery of Economic Recovery Plan.

- 2.13 It is proposed that the Combined Authority will consider an updated plan at their September meeting, which will have been informed by the work of the Economic Recovery Board. Key proposals for the revision are:
- Producing a new central economic forecast to underpin the plan, outlining key areas of sensitivity to that forecast including on employment, sectoral performance, further restrictions
  - Putting the Mayoral Pledges at the heart of the economic recovery narrative and proposed interventions, where they can make a significant contribution to the plan's ambitions for West Yorkshire
  - Focussing particularly on the work that will be delivered regionally to implement the plan, including where funding has already been committed by the Combined Authority or partners
  - Have a smaller, targeted focus on areas where Government co-investment will be required, particularly on infrastructure, but to have this clearly linked to support for local jobs and skills.

### **3. Tackling the Climate Emergency Implications**

- 3.1 Clean Growth will continue to be supported through the products delivered in response to COVID-19 and is at the heart of the Economic Recovery Plan as an overarching goal.
- 3.2 Businesses will continue to be supported to apply innovation and digital technologies to adapt their products and services to meet current and future demand and reduce their carbon emissions

### **4. Inclusive Growth Implications**

- 4.1 Inclusive Growth is embedded as an overarching goal in the Economic Recovery Plan and will continue to be central to the revised plan.
- 4.2 As part of the West Yorkshire Inclusive Growth framework, any businesses that receive grants from the above products would be required to contribute to Inclusive Growth actions and outcomes via their funding agreements.

### **5. Equality and Diversity Implications**

- 5.1 To ensure a focus on inclusive growth, wherever relevant, programmes will monitor delivery to under-represented groups to ensure everyone is able to access the appropriate support.

## **6. Financial Implications**

- 6.1 There are no financial implications directly arising from this report. However, following the March 2021 Budget where no further funding was allocated for local COVID-19 recovery plans, further delivery implementation of the West Yorkshire Economic Recovery Plan will require new sources of funding.

## **7. Legal Implications**

- 7.1 There are no legal implications directly arising from this report.

## **8. Staffing Implications**

- 8.1 There are no staffing implications directly arising from this report.

## **9. External Consultees**

- 9.1 No specific or official external consultations have been undertaken in relation to this report. However, it has been informed by ongoing dialogue and consultation with LEP Panels and wide range of partners, including local authorities, the West Yorkshire Economic Recovery Board, universities and colleges, business representative and membership bodies, and direct with some individual businesses.

## **10. Recommendations**

- 10.1 That the Combined Authority notes the updates in relation to COVID-19 and comments on the proposed approach to a new version of the Economic Recovery Plan (see paragraph 2.13) to come back to the Combined Authority in September.

## **11. Background Documents**

- 11.1 West Yorkshire Economic Recovery Plan (refreshed March 2021):  
<https://westyorkshire.moderngov.co.uk/documents/s18944/Item%205%20-%20Appendix%201.pdf>

## **12. Appendices**

None.

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**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Place Narrative**

**Director:** Liz Hunter, Interim Director Policy and Development

**Author:** Alison Gillespie, Policy Manager, Planning Coordination

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To provide the Combined Authority with an update on the development of the Place Narrative and seek endorsement for the adoption of the Place Narrative as part of the Strategic Economic Framework.
- 1.2 The Place Narrative brings together spatial information about our region and our infrastructure priorities. The document is the first place-based strategic document of the Combined Authority focused on infrastructure (connectivity, resilience, regeneration and strategic sites). The narrative should help the Combined Authority and Districts to speak consistently about the challenges and opportunities that the region faces and make the region more credible when communicating with partners who want to understand the region better.

## 2. Information

- 2.1 An action identified at the Place Panel workshop held on the 11 April 2019 was to 'to develop a unified spatial narrative for the City Region'. This action was endorsed at the Panel's first formal meeting on 30 July 2019 as follows:  
*Develop a unified spatial narrative for the City Region, building from districts existing plans, in order to present the story of the region as a whole with a*

*high-level narrative describing the Combined Authority's role in Place, to provide a conduit for closer working with district partners to add value and support collaboration where a collaborative approach is beneficial to the City Region as a whole: "the regional glue". The Combined Authority to coordinate and facilitate.*

- 2.2 The Place Narrative has been developed in partnership with the Place Panel and has been written for partners and stakeholders of the West Yorkshire Combined Authority. It provides a single narrative, and a consistent but flexible evidence base to underpin our plans and strategies, and those of our partners. It is an online, interactive document and can be accessed at <https://arcg.is/1ee0mq0>.
- 2.3 The Place Narrative describes our places and how they relate to each other. It includes evidence on the spatial challenges we face and it provides details of our infrastructure investment plans, which will ensure places can thrive.
- 2.4 The Place Panel has shaped the content and structure of the document. An engagement phase was undertaken in autumn 2020 with feedback requested on a full draft of the content from Panel members, local authority officers and officers within the Combined Authority.
- 2.5 A summary of the feedback received, and an overview of the changes made in response was reported to the Place Panel on 28 January 2021, and the final draft of the Place Narrative was endorsed.
- 2.6 The Panel acknowledged that part of the role of the document is in providing a common understanding of the spatial challenges faced in West Yorkshire and its wider City Region. It was noted that the task of preparing such a document had been complex and that it is a successful piece of work but one that needs to be updated to ensure it remains relevant.
- 2.7 Since Place Panel endorsement, the content of the Place Narrative has been refreshed to reflect the Mayoral pledges and to update the document with new information including that relating to the implications of the Covid 19 pandemic, economic recovery and the climate emergency.
- 2.8 The document will be updated periodically to improve it and to keep the content current. It has already been used, for example in the development of content for the [Connectivity Infrastructure Plan](#).

### **3. Tackling the Climate Emergency Implications**

- 3.1 The Place Narrative is framed in the context of the climate emergency. It states that we need to invest in places in a coordinated way to meet our environmental commitments and to maximise the benefit of investments, ensuring that the benefits of a green economic recovery are felt by all.
- 3.2 The document considers six cross-cutting spatial challenges that underpin our approach to infrastructure planning. Two of these challenges are 'tackling the climate emergency by reducing carbon emissions' and 'building climate

resilient communities’. The Place Narrative therefore strengthens our evidence base on matters relating to the climate emergency by exploring the spatial complexity of these challenges. The narrative draws together some of the strands of our work relating to the climate emergency and directly signposts the Carbon Emissions Reduction Pathways work.

#### **4. Inclusive Growth Implications**

4.1 The Place Narrative considers six cross-cutting spatial challenges that underpin our approach to infrastructure planning. Two of these challenges are ‘reducing deprivation and inequality’ and ‘creating good jobs that are accessible to all’. The Place Narrative therefore strengthens our evidence base on matters relating to the inclusive growth and directly signposts the Inclusive Growth Framework.

#### **5. Equality and Diversity Implications**

5.1 In drafting the Place Narrative the Place Panel and consultees directly commented on issues relating to equality and diversity. As a strategic document the Place Narrative is limited in its ability to explore local diversity in detail but highlights that West Yorkshire and the wider city region has a population with many ethnicities, backgrounds and lifestyles represented, bringing great cultural diversity. The narrative aims to celebrate this diversity.

5.2 The Place Narrative contributes to our understanding of equality and diversity issues. For example, it explores spatial patterns associated with ethnicity and states that these need to be recognised and understood, with that knowledge applied in the development of policies to tackle deprivation and inequality.

#### **6. Financial Implications**

6.1 There are no financial implications directly arising from this report. The Place Narrative has been developed internally by the Policy and Development, and Strategy, Communications and Policing Directorates.

#### **7. Legal Implications**

7.1 There are no legal implications directly arising from this report.

#### **8. Staffing Implications**

8.1 There are no staffing implications directly arising from this report.

#### **9. External Consultees**

9.1 The Place Narrative has been developed in partnership with the Place Panel and local authority officers (West Yorkshire and the wider City Region). No public engagement has been undertaken as this document is not new policy or strategy. It pulls together content on our current challenges (particularly spatial content) and signposts existing policy and strategy documents.

## **10. Recommendations**

- 10.1 That the Combined Authority approves the Place Narrative and endorses its positioning as part of the Strategic Economic Framework.
- 10.2 That approval of future updates of the Place Narrative are delegated to the Place, Regeneration and Housing Committee.

## **11. Background Documents**

- 11.1 There are no background documents referenced in this report.

## **12. Appendices**

- 12.1 There are no appendices to this report.



**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Housing Pledge and Housing Revenue Fund Approval**

**Director:** Liz Hunter, Director of Policy and Development

**Author:** Judith Furlonger, Policy Manager

Is this a key decision?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To set out the opportunities and challenges of the Mayor’s pledge to support the delivery of 5,000 sustainable homes, including council and affordable, in West Yorkshire over the next three years.
- 1.2 To report on the progress of, and funding for, the Combined Authority’s Housing Pipeline Revenue Fund programme. The scheme was recommended for approval to commence delivery by the West Yorkshire and York Investment Committee (the Investment Committee) at its meeting on 8 June 2021. The recommendation can be found in Section 10 of this report.

## 2. Information

- 2.1 The Mayor’s primary ambition for housing is to provide at least 5000 affordable homes over the next three years which are well connected, located in sustainable places and built to address the climate emergency.
- 2.2 Affordable housing includes properties available through social rent, affordable rent, intermediate rent, affordable home ownership and shared ownership<sup>1</sup>. Over the last three years for which data is available (2017/18 – 2019/20) 3,997 affordable homes were delivered in West Yorkshire.

<sup>1</sup> Homes purchased using Help to Buy are not included in the definition.

- 2.3 While it is too early to say with confidence (with many sites still to be secured and planning permission confirmed) exactly when and where affordable housing will be built over the next three years, detailed work with partners has identified financial and delivery capacity across the affordable housing sector for an estimated maximum of 8,276 affordable homes. Translating this capacity into delivery of the Mayoral pledge for 5,000 affordable homes will require strong partnership working across the region to develop and deliver a strong pipeline of financially and technically viable schemes that meet planning requirements. A package of Combined Authority support has been developed that will be critical to this shared endeavour.
- 2.4 The development process is complex with technical and practical challenges affecting delivery plans. For example, financial viability acts as a major barrier in lower value areas, particularly impacting brownfield and urban sites. This leaves planning authorities with competing priorities to be met, which can often see the proportion of affordable homes being delivered on a site being negotiated down to improve the overall financial viability of a development.

#### Potential Combined Authority role and support to partners

- 2.5 The Combined Authority has several potential tools to support partners;

##### **Delivery of Programmes**

- The Brownfield Housing Fund will support the delivery of new homes on underutilised brownfield sites. The programme's affordable home element has been maximised within the available delivery timescales, with around 1,947 affordable homes currently expected to be delivered. This offers an early direct impact on delivery of the pledge while further plans are developed and funding sought. See agenda item 8 for further information.
- Supporting the Homes England Affordable Homes Programme through development of a shared pipeline and continuous engagement with the affordable housing sector and council partners.
- Continue to explore options for land assembly, packaging sites to increase scale and attractiveness to investors, and de-risking sites to build capability and capacity for larger scale delivery beyond 2024.

##### **Supporting Partner Delivery**

- The £3.2m Housing Pipeline Revenue Fund will increase capacity, technical support and specialist advice to advance developments in the pipeline and seek to maximise affordable and sustainable housing options across key strategic developments (see paragraphs 2.6 to 2.10).
- Support and work with Local Authority partners to apply local planning policies that maximise delivery of affordable housing on all developments, identifying any support that can be offered from the Combined Authority.
- Creating a relationship of shared endeavour between Local Authorities, the affordable housing sector, Homes England and the Combined Authority.

- Establishing a Strategic Place Partnership with Homes England, as outlined in the devolution deal, will develop a resource to support a shared pipeline of housing investment for West Yorkshire.
- The Mayor's pledge is supported by Council Leaders and Chief Executives. The Combined Authority will work closely with Directors of Development to increase the supply of affordable housing and monitor progress to deliver the pledge over the next three years.

#### Housing Pipeline Revenue Fund

- 2.6 The Combined Authority secured £3.2 million of revenue funding through the West Yorkshire Devolution Deal to develop a housing pipeline. £0.25 million was approved by the Combined Authority in December 2020, aligned with government timeframes, to fund early development of pipeline projects that were able to spend in the short timescales.
- 2.7 The housing pipeline currently comprises 74 projects, representing sites and clusters of sites identified and prioritised as the most strategic for the region, having been assessed against the priorities of the Strategic Economic Framework. The Revenue Fund will support development of these projects, focussing on the 20 highest scoring sites to develop viable housing schemes.
- 2.8 The funding will be used to recruit two new Combined Authority posts to lead regional pipeline development, commissioning relevant technical support to undertake feasibility works, including site investigation and ground surveys. The funding will support projects to get to an investment ready position where robust business cases can be developed for projects to enter suitable capital funding programmes. It will enable pre-development work and provide the resource and capacity that will lay the foundations to bring forward the right development in the right places.
- 2.9 The Fund will be critical to the delivery of the Mayor's pledge, and sites and plans will be tested and challenged against the pledge. Using the Fund to improve understanding of site viability and design will maximise opportunities for affordable and sustainable housing to be included on any given site. It will also highlight where further support could be provided through suitable capital funding programmes, for example to help address viability gaps and enable sites where affordable housing or sustainable elements are marginal.
- 2.10 A summary of the scheme impact and decision sought is provided below, following recommendation from the Investment Committee on 8 June 2021. The appraisal summary, recommendations and business case summary are appended to this report with recommendation for approval.

<p><b>Housing Revenue Fund</b></p> <p>West Yorkshire</p> <p>(June Investment Committee)</p>	<p><b><u>Impact</u></b></p> <p>As a direct output by the end of the financial year 2021/22 the revenue funding will have increased capacity locally and regionally to increase technical knowledge, which in turn will test deliverability of the initial highest scoring 20 sites across West Yorkshire.</p> <p>The revenue funding is proposed to support pre-development work to have greater certainty on the deliverability of projects. Initial support will be given on projects that maximise economic development and promoting pre-development and feasibility work, this will include exploring zero carbon schemes on some Local Authority sites along with boosting expertise regionally to move towards zero carbon ambitions.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 2 (strategic outline business case) and decision point 4 (full business case) and work commences on activity 5 (delivery).</p> <p>Total value of the scheme - £3.2 million</p> <p>Total value of Combined Authority funding - £3.2 million</p> <p>Funding recommendation sought - £2.95 million</p>
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### 3. Tackling the Climate Emergency Implications

- 3.1 The Combined Authority is developing an action plan that will tackle the climate emergency in line with the emissions pathways required to reach net zero carbon by 2038. Housing sustainability and energy efficiency of buildings will be core to this plan, including consideration of options to enhance environmental standards.
- 3.2 There will be a financial impact of moving to higher environmental standards ahead of the market, but this should be viewed as an invest to save approach, with the longer-term costs to the climate and the need to retrofit houses reduced. As programmes progress following Revenue Fund support, the Combined Authority's agreed stance on environmental standards will be incorporated into homes delivered, with further opportunities to enhance sustainability explored project by project to maximise the investment impact.

### 4. Inclusive Growth Implications

- 4.1 Housing is key to inclusive growth. High housing costs, and especially rising rents, have reinforced inequality between households who rent and those who own their home outright. Housing is also the main driver of wealth accumulation and biggest source of debt among most households. More broadly, living in good quality housing and a safe, well designed neighbourhood improves life chances in terms of health, employment and educational outcomes. The housing market can be a barrier to inclusive growth for some groups, particularly low-income households who spend a larger share of their household budget on housing. Relying on the market to increase the overall rate of housebuilding in response to demand (with prices, in theory, falling as supply increases) is a slow and indirect route to making housing affordable for these groups. Delivering the Mayor's pledge of increasing the supply of Affordable Housing, as set out in this paper, is the

most effective way of ensuring more people in West Yorkshire have access to affordable housing which provides a basis for secure and successful lives.

- 4.2 Ensuring new affordable homes are built to high energy efficiency standards helps reduce the heating costs, mitigating rising energy costs and reducing the incidence of fuel poverty. Furthermore, ensuring homes are built in sustainable, well-connected locations ensure families can access work and social opportunities, improving work and wellbeing outcomes.

## **5. Equality and Diversity Implications**

- 5.1 There are no equality and diversity implications directly arising from this report. As projects move forward Equality Impact Assessments will be undertaken under this programme as part of the business case development for capital funding opportunities.

## **6. Financial Implications**

- 6.1 The report seeks endorsement to expenditure from the available Combined Authority funding as set out in this report.

## **7. Legal Implications**

- 7.1 There are no legal implications directly arising from this report.

## **8. Staffing Implications**

- 8.1 Staffing required to deliver the Housing Revenue Fund is considered within the business case.

## **9. External Consultees**

- 9.1 The housing pledge has been discussed with Leaders and relevant officers of partner Councils.

## **10. Recommendations**

- 10.1 That the Combined Authority notes and endorses the approach to delivery of the Mayor's housing pledge working closely with Partners, including Districts through their Directors of Development.
- 10.2 As recommended by the Investment Committee and in the attached appendices, the Combined Authority approves that;
- a) The Housing Revenue Fund programme proceeds through decision point 2 (strategic outline case) and decision point 4 (full business case) with Approval to Proceed to activity 5 (delivery).
  - b) Approval to the remainder of the Combined Authority's contribution of £2.95 million, funded from the West Yorkshire Devolution Deal, is given. The total scheme value is £3.2 million.

- c) Allocation of the £2.95 million of funding for the individual work packages is delegated to the Managing Director.
- d) Future approvals are made in accordance with the assurance pathway and approval route outlined in appendix 1 of this report.

## **11. Background Documents**

There are no background documents referenced in this report.

## **12. Appendices**

Appendix 1 – Housing Revenue Fund Programme Appraisal Summary and Recommendations

Appendix 2 – Housing Revenue Fund Business Case Summary

<b>Project Title</b>	<b>Housing Revenue Fund</b>
<b>Stage</b>	1 (Assessment and sequencing)
<b>Decision Point</b>	2 (strategic outline case)

Is this a key decision?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Background

- 1.1 The Combined Authority was directly allocated £3.2 million of revenue funding to develop a housing pipeline as part of the West Yorkshire Devolution Deal. The West Yorkshire Strategic Housing Pipeline currently comprises of 74 sites across the region and has been developed with Local Authority partners. The pipeline consists of sites and clusters of sites that are regarded as the most strategic for the region in relation to the priorities of the Strategic Economic Plan and subsequent Strategic Economic Framework. The pipeline of schemes was endorsed by Place Panel in January 2021.
- 1.2 The funding will be used to recruit two new posts within the Combined Authority to lead on the programme and develop the pipeline of projects, using relevant technical support and to undertake feasibility works, including site investigation and ground surveys, working with the highest scoring 20 sites to create viable housing schemes. For example, the funding will be used to establish implementation plans and delivery strategies to take forward the region's most strategic housing sites so that deliverability is tested ahead of projects entering suitable capital funding programmes.
- 1.3 The aims of this programme are to:
  - Support detailed technical advice at a project level to test the deliverability of pipeline projects.

- To increase capacity and resource as a Local Authority level focussed on pipeline development activity. This will be through a mixture of recruitment and consultancy.
- To scope and establish a regional resource and expertise to support the Combined Authority to move towards taking a more proactive role in housing delivery across the region.

1.4 The current situation across many of the sites on the strategic pipeline means that they face considerable market failures and viability issues meaning sites fail to come forward for development in a timely manner. This hinders the levels of investment from developers in certain parts of the housing market, in particular low value areas of West Yorkshire leading to risky development and stalled sites.

1.5 The revenue funding will be used to support pre-development work to have greater certainty of the deliverability of the pipeline of projects, which will mean they are in a better position to access capital funding programmes when they become available. There may be some instances where the projects are removed from the pipeline if they are deemed to be undeliverable as a result of the pre-development works, for example where projects are assessed as unviable following feasibility and technical work being undertaken. The purpose of the Strategic Outline Case is to gain approval and provide transparency regarding how pipeline projects will be tested on deliverability using the funding which will assist in assessing project suitability to accessing suitable capital funding programmes moving forward.

1.6 It is recognised that the funding will not be able to support all projects within the pipeline. The Combined Authority has undertaken a prioritisation exercise to rank sites according to their strategic fit and priorities of the Strategic Economic Framework.

1.7 The funding will be split between three broad areas to support the programme's aims. Work is ongoing to allocate specific funding to individual projects and will be refined as the programme develops. The table below outlines how the funding will be broadly split between the programme's aims:

Regional resource and capacity building (work to scope and develop the parameters, resource, risk appetite and tools/ vehicle options for the Combined Authority to take a more proactive approach towards regional housing delivery)	£0.5 million to £0.85 million
Technical advice and support (site/ project specific advice to test site deliverability. Options include but not limited to urban design, feasibility studies, cost planning, legal advice etc.)	£1.5 million to £1.8 million

Local resource (support at local level where required around project management and expertise)	£0.425 million to £0.475 million
Programme management	£0.117 million

- 1.8 This programme will be managed by the Programme Team within the Combined Authority’s Policy and Development Directorate. A programme manager and project co-ordinator will be recruited for the management of this programme.

### **Tackling the Climate Emergency Implications**

- 1.9 The pre-development work undertaken by this programme will enable a pipeline of projects to be established. These projects will then be able to move into capital funding streams, as and when funding becomes available, to contribute towards housing targets across West Yorkshire.
- 1.10 It is recognised that housebuilding adds significant carbon emissions to the atmosphere through its construction, embodied carbon, and the final product. The revenue funding is proposed to support piloting of pre-development and feasibility work exploring zero carbon schemes on some Local Authority sites along with boosting expertise regionally to move towards zero carbon ambitions.

### **Outputs, Benefits and Inclusive Growth Implications**

- 1.11 As a direct output by the end of the financial year the revenue funding will have increased capacity locally and regionally to increase technical knowledge which in turn will test deliverability of the initial highest scoring 20 sites across West Yorkshire. Outputs will include provision of training and support for business case development based on Green Book assessment and provide specific strategic advice on moving the pipeline from a district led list of allocated projects to a developed list ready for active investors and developers of transformational regeneration.

### **Risks**

- 1.12 The scheme risks include:
- Capacity to lead and deliver on project pre-development work is limited at a local level. This is mitigated by some of the funding being used to support local capacity related specifically to supporting pipeline development
  - Funding is not spent by 31<sup>st</sup> March 2022 as required in line with the Ministry of Housing, Communities and Local Government (MHCLG) funding agreement. Funding may be subject to clawback from MHCLG if it is not spent by March 2022. This is mitigated by seeking approval and

subsequent delegations for spending via this Strategic Outline Case and ongoing discussions with MHCLG on the programme's progress

- The programme is unable to fully test prioritised project deliverability by March 2022 hampering the ability of projects to enter capital funding programmes and meet housing requirements. This is mitigated by early and ongoing engagement with Local Authorities and development of projects which will begin to be allocated funding providing the Strategic Case is approved.

## Costs

- 1.13 The Combined Authority received £3.2 million of revenue funding for this programme. Due to the timeframes involved, the Combined Authority approved £0.250 million of funding to be spent in 2020/2021. The £0.250 million has been spent on early pipeline development projects that were able to spend in the short timescales. The remainder of the funding approval is requested as part of this Strategic Outline Case.

## Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	<b>Recommendation:</b> Investment Committee <b>Decision:</b> Combined Authority	29/07/2021
4 (full business case)	<b>Recommendation:</b> Investment Committee <b>Decision:</b> Combined Authority	29/07/2021
5 (delivery)	<b>Recommendation:</b> Combined Authority's Programme Appraisal Team <b>Decision:</b> Combined Authority's Director of Delivery	29/04/2022
6 (financial closure)	<b>Recommendation:</b> Combined Authority's Programme Appraisal Team <b>Decision:</b> Combined Authority's Director of Delivery	29/04/2022
7 (evaluation)	<b>Recommendation:</b> Combined Authority's Programme Appraisal Team <b>Decision:</b> Combined Authority's Director of Delivery	31/08/2022

## Assurance Tolerances

<b>Assurance tolerances</b>
<p>Combined Authority costs remain within those outlined in this report.</p> <p>Delivery (decision point 5) timescales remain within those outlined in this report.</p>

## **Appraisal Summary**

- 1.14 This scheme will support the West Yorkshire Strategic Housing Pipeline by supporting pre-development work to have greater certainty around deliverability of projects. There are currently limited options to support housing pre-development works and this scheme enables the first development costs for housing schemes to be allocated in advance of business case submissions. This will enable better quality projects being delivered as it enables early assessment of options and deliverability along with providing the skills and technical expertise for scheme development.
- 1.15 The Pipeline currently consists of 74 projects with capacity to delivery around 35,000 homes. 52 of these sites are on Brownfield land and will be considered for the Brownfield Housing Fund. The allocated funds will not support development of all the projects and a prioritisation exercise has been undertaken to focus the funding.
- 1.16 Due to the nature of the scheme, the economic case has not been developed in a traditional way. The list of options for the allocation of revenue funding to develop a housing pipeline was tested with the Combined Authority's Senior Leadership Team and through a Strategic Place Officer Group which comprised of Housing & Regeneration Officers from Local Partner councils.

## **Recommendations**

- 1.17 The Combined Authority approves that:
- (i) The Housing Revenue Fund programme proceeds through decision point 2 (strategic outline case) and decision point 4 (full business case) with Approval to Proceed to activity 5 (delivery).
  - (ii) Approval to the remainder of the Combined Authority's contribution of £2.95 million, funded from the West Yorkshire Devolution Deal, is given is given. The total scheme value if £3.2 million.
  - (iii) Allocation of the £2.95 million of funding for the individual work packages is delegated to the Managing Director.
  - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report.



## Section A: Scheme Summary

<b>Name of scheme:</b>	<b>Housing Revenue Fund</b>
<b>PMO scheme code:</b>	HRF-WYCA-001
<b>Lead organisation:</b>	West Yorkshire Combined Authority
<b>Senior responsible officer:</b>	Ian Smyth, West Yorkshire Combined Authority
<b>Lead promoter contact:</b>	Rebecca Greenwood, West Yorkshire Combined Authority
<b>Case officer:</b>	Heather Briggs, West Yorkshire Combined Authority

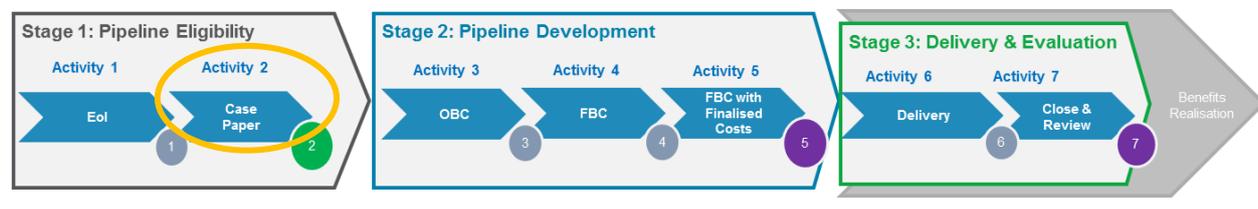
<b>Applicable funding stream(s) – Grant or Loan:</b>	Housing Revenue Fund
<b>Growth Fund Priority Area (if applicable):</b>	Not applicable

<b>Approvals to date:</b>	No approvals to date
<b>Forecasted full approval date (decision point 5):</b>	Not applicable
<b>Forecasted completion date (decision point 7):</b>	August 2022

<b>Total scheme cost (£):</b>	£3.2 million
<b>Combined Authority funding (£):</b>	£3.2 million
<b>Total other public sector investment (£):</b>	Not applicable
<b>Total other private sector investment (£):</b>	Not applicable

<b>Is this a standalone project?</b>	No
<b>Is this a programme?</b>	Yes

**Current Assurance Process Activity:**



**Scheme Description:**

The Combined Authority was allocated £3.2 million of revenue funding, as part of the West Yorkshire Devolution Deal, to carry out pre-development work at housing sites, to create a list of viable sites ready for investment. The funding was allocated by government to overcome the challenges housing development faces because of a lack of resources to carry out pre-development work.

The funding will be used to recruit two new posts within the Combined Authority to lead on the programme and develop the list of projects, known as the West Yorkshire Strategic Housing Pipeline. The post holders will undertake feasibility works, using relevant technical support, including site investigation and ground surveys.

The pipeline, currently has 74 sites across the region, made up of sites and clusters of sites that are most closely related to the Strategic Economic Framework priorities. The programme will work with the highest scoring 20 sites to create viable housing schemes.

The aims of this programme are to:

- Support detailed technical advice at a project level to test the deliverability of pipeline projects.
- To increase capacity and resource at a Local Authority level, focussed on pipeline development activity. This will be through a mixture of recruitment and consultancy.
- To scope and establish a regional resource and expertise to support the Combined Authority to move towards taking a more proactive role in housing delivery across the region.

**Business Case Summary:**

**Strategic Case**

The Housing Revenue Fund programme will support the development of projects within the West Yorkshire Strategic Housing Pipeline that have been identified and prioritised based on their fit with the Strategic Economic Framework objectives. This is in addition to supporting the wider objectives of the policies and priorities adopted by the Combined Authority.

The purpose of the revenue funding is mainly to support projects get to an 'investment ready' position, so robust business cases can be developed so projects can enter suitable capital funding programmes and secure investment. The funding will be used to test the deliverability of schemes.

	<p>There is acknowledgement that some current pipeline projects need some level of public sector intervention to move forward. However, due to a lack of resources, it is not known what work needs to happen to make the sites viable to build on, so sites may miss investment opportunities.</p> <p>The programme will provide the resources and increase capacity to build an evidence base across strategic sites, so they can become investment ready. The programme will also test deliverability at sites and explore the barriers which could impact on building houses and improve understanding of market failure, and why public sector intervention is needed at some sites.</p>
<b>Commercial Case</b>	<p>The Combined Authority and Local Authorities have recent and relevant experience in managing the types of projects that are likely to be part of the programme. There has been a competitive tendering process via the Homes England multi-disciplinary framework to procure consultancy support to develop the programme and fulfil the work packages likely to come forward. There is also sufficient demand for housing across the West Yorkshire region that demonstrates the case for housing growth supported by the programme.</p>
<b>Economic Case</b>	<p>The programme shortlist is not compiled in the 'typical' way for capital programmes as it will not have the number of houses built, as an output. Instead, the programme will fund pre-development work including ground and site surveys at housing sites, to test whether the site is viable for housing. Deliverability tests are unable to be applied to short lists and a full assessment of benefit to cost and scheme viability are not suitable tools to be applied for this programme shortlist.</p>
<b>Financial Case</b>	<p>The total programme cost of £3.2 million of revenue funding which has been secured as part of the Devolution Deal.</p>
<b>Management Case</b>	<p>Programme management will be provided by the Combined Authority and a programme board established.</p>

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**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Brownfield Housing Fund Programme: Update**

**Director:** Melanie Corcoran, Director of Delivery

**Author:** Patricia Davey, BHF Development Manager

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	Paragraph 3
Are there implications for equality and diversity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## 1 Purpose of this report

### 1.1 For the Combined Authority to:

- Note the work undertaken so far on the Brownfield Housing Fund Programme.
- Endorse the sequencing of Waves and associated projects in Exempt Appendix 1
- In light of the proposed changes to Committees, it is recommended that future project approvals are made in accordance with the assurance pathway and approval route outlined and approved by the Combined Authority in September 2020, including at the next decision point through delegation to the Place, Regeneration and Housing committee and at decision point 5 through a delegation to the Combined Authority’s Managing Director following a recommendation by the Combined Authority’s Programme Appraisal Team.
- To ensure the programme progresses at pace, to delegate to the Director of Delivery, in consultation with the Portfolio Holder for Place, Regeneration and Housing, the review and transfer of projects between the project prioritisation ‘Waves’ detailed in Exempt Appendix 1; the acceptance of new projects on to the programme; and the transfer of projects which place greater risk on the programme back to the Strategic

Housing pipeline for consideration as part of future investment programmes.

## 2 Information

### Background

- 2.1 In July 2020, the Combined Authority received a funding allocation letter from Ministry of Housing, Communities and Local Government (MHCLG) confirming an overall allocation of £66.7 million of capital funding from the Brownfield Housing Fund (BHF) to support the development of 4500-6000 new homes on brownfield sites in the region. The Combined Authority was allocated this fund, without the need to bid, due to the organisation becoming a Mayoral Combined Authority in 2021.
- 2.2 Government has placed a number of conditions on the funding, including demonstration of market failure (i.e. that without public sector funding the scheme could not progress) and homes to have started on site by 31<sup>st</sup> March 2025 when the funding stream will come to an end. The Combined Authority is responsible for ensuring that it meets the terms of the funding set by MHCLG including meeting the ambitious annual spend targets outlined in Table 1 below. The MHCLG terms are clear that annual payment of funds throughout the life of the programme will be linked to successfully meeting the targets outlined in the agreement.

Table 1:

	Year One 2020/21 Actual	Year Two 2021/22 Forecast	Year Three 2022/23 Forecast	Year Four 2023/24 Forecast	Year Five 2022/23 Forecast
Capital Spend	£0.6M (Target met)	£20M	£29.179M	£14M	£3M

- 2.3 A programme level Strategic Outline Case was approved at the Combined Authority meeting in September 2020. The approval provided the assurance pathway and approval route for the individual projects that come forward under the BHF Programme. The Combined Authority approved that *future project approvals are made in accordance with the assurance pathway and approval route including at the next decision point through delegation to the Investment Committee and at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team.*
- 2.4 At the time that the Strategic Outline Case was approved, a project shortlist was unavailable as it was recognised that further time was required to identify suitable projects with partners. The funding agreement with MHCLG requires

the Combined Authority to identify all projects to be funded under the BHF programme by June 2021<sup>1</sup>, and this forms the detail of this report.

### **Current Position**

- 2.5 Officers in the Combined Authority have been working with partner councils since summer 2020 to identify projects from respective strategic housing pipelines for inclusion within the BHF programme. As reported to West Yorkshire Leaders and Directors of Development in February 2021, a wider Call for Projects took place early in the calendar year.
- 2.6 Following receipt of projects through the Call, an evaluation and scoring exercise was undertaken to identify further projects which could help accelerate the delivery of homes in the region. There was an emphasis on encouraging projects which meet Strategic Economic Framework (SEF) objectives, with a particular focus on Inclusive Growth and Clean Growth priorities.
- 2.7 From this assessment, the BHF programme team have recommended a sequencing of projects for inclusion within the BHF programme in Exempt Appendix 1. Subject to Combined Authority endorsement, work will commence on developing business cases with project sponsors. Project readiness for investment and the test of the most appropriate form of Combined Authority investment will form part of the project appraisal process with a preference to keep the loans first principle.

### **Supporting the Mayor of West Yorkshire's pledge to *Build 5000 sustainable homes including council houses and affordable homes***

- 2.8 Due to the emphasis on Clean and Inclusive Growth criteria in the project selection process, the proposed Brownfield Housing Fund pipeline has the potential to positively contribute to the Mayor's ambitions for West Yorkshire. However on its own, BHF will only take the ambition to a certain stage. Support and partnership working alongside the West Yorkshire Leaders will be key to achieving the Mayor's housing pledge for the region.
- 2.9 Additional activity to support the Mayor's pledge is detailed in agenda item 7 and includes the Housing Revenue Fund, Supporting the Homes England Affordable Homes Programme and other partner delivery and exploring opportunities for direct delivery in the future. In terms of BHF contributions:
  - The longlist includes a range of different types of projects including of small, large and transformational scale. All sites included in the programme are on **brownfield land** and the target is to deliver a minimum of 4500 start on sites by March 2025. Brownfield redevelopment ensures that contaminated land is cleaned up and restored, bringing sites which are often underutilised, or derelict back into wider use for local

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<sup>1</sup> A draft list has been submitted to MHCLG with the June quarterly programme monitoring report, with full recognition that the initial list is subject to final endorsement by the Combined Authority in July 2021

communities, improving the quality of the environment and removing threats to health and safety.

- The programme will help to deliver an **estimated 4563 sustainable homes which includes 1900+ new affordable homes<sup>2</sup>**, including affordable for sale and for rent, and supported independent living.
- The longlist of projects offers the ability to **work with a range of housing providers**, including Registered Providers, the public and the private sector, and also the potential to co-invest with Homes England on major regeneration initiatives.
- A range of projects support the Combined Authority's ambitions for **sustainable development** through promotion of **low carbon homes, Modern Methods of Construction, early adoption of the Future Homes Standard, and opportunities for Passivhaus<sup>3</sup> development**. The nature of brownfield sites means that the majority are in more sustainable locations, e.g. close to local public transport hubs, reducing reliance on car ownership and usage, and providing closer access to employment and educational centres and opportunities. The longlist also includes opportunities for refurbishment of a small number of **heritage buildings**, bringing new purpose to important buildings of local identity.

### Sequencing of Projects in the Pipeline

- 2.10 The projects in the pipeline have been prioritised into 'Waves' of activity depending on current status of the scheme (e.g. has planning consent), deliverability and early acceleration of new housing activity. All projects within Waves 1 and 2 scored higher weighted scores than those in Wave 4. Wave 3 are longer term major regeneration initiatives which offer potential for transformational change, with significant local impact. A blended approach has been taken to the pipeline, ensuring deliverability verses the transformational opportunity some riskier projects offer. What is considered to be an appropriate level of over-programming has been included with the potential to move projects between 'Waves' as further clarity emerges during the business case process.
- 2.11 A breakdown of the potential number of homes and indicative cost to the BHF programme in **Waves 1 and 2** for each partner council area is described in Table 2 below. Waves 1 and 2 enable the Combined Authority to meet its minimum homes output target for MHCLG:

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<sup>2</sup> Schemes subject to planning approval; 'policy-on' for affordable housing assumed in calculations where sites have yet to secure permissions

<sup>3</sup> A voluntary standard for energy efficiency in a building, which reduces the building's ecological footprint. It results in ultra-low energy buildings that require little energy for space heating or cooling.

<b>Local Authority Area</b>	<b>Potential Homes (Total)</b>	<b>Potential Affordable Homes (incl within Total)</b>	<b>Indicative BHF Cost</b>
Bradford	850	563	£9.68m
Calderdale	403	105	£8.24m
Kirklees	759	284	£11.44m
Leeds	2162	778	£21.38m
Wakefield	392	217	£4.29m
<b>Waves 1 &amp; 2</b>	<b>Approx. 4563</b>	<b>1947</b>	<b>£55.03m</b>
Wave 3	Approx 1779 - 3079	TBC	£17m+
<b>Waves 1 – 3 combined</b>	<b>Approx 6342 - 7642</b>	<b>TBC</b>	<b>£72m+</b>

Table 2

- 2.12 **Wave 1** projects offer early and accelerated delivery of homes for the region, carrying a lesser degree of risk, whilst scoring high in the weighted scores against MHCLG criteria and our SEF Priorities, with a particular focus on Inclusive and Clean Growth outcomes. These projects are currently rated ‘Amber’ until they successfully go through the Assurance Process.
- 2.13 **Wave 2** projects also scored well, although housing delivery is estimated to commence later, i.e. from 2023 onwards. These projects are currently rated ‘Amber’ until they successfully go through the Assurance Process.
- 2.14 **Wave 3** projects (not included in Table 2) have been recognised for their potential for significant transformational change, whilst acknowledging that these projects carry a higher level of uncertainty and risk in terms of deliverability within the timeframe of the BHF programme. As such, these projects are currently rated ‘Red’. These schemes combined are seeking £17 million+ from BHF, which brings the current projected spend figure to £72 million+, therefore a small element of overprogramming is included into the programme with the addition of these schemes.
- 2.15 It is acknowledged that the Wave 3 schemes have potential for high impact for local areas and communities and that there will be a strong desire amongst stakeholders for them to progress. Therefore, it is recommended that progress is reviewed at the milestone dates suggested in Exempt Appendix 1 to assess whether the respective projects can progress under the BHF programme - which is bound by time, cost and scope criteria - or should

transfer to the Strategic Housing Pipeline for identification of future, longer term funds.

- 2.16 **Wave 4** projects scored the lowest in the weighted scores, provided the highest level of risk, with delivery of housing predicted towards the back end of the programme. They have been rated as Red in terms of deliverability and have not been included in Exempt Appendix 1 and will be transferred to the Strategic Housing Pipeline for identification of future, longer term funds.

### **Risks**

- 2.17 As the BHF Programme is susceptible to impact from market conditions, coupled with working with a fixed fund which is only provided in yearly tranches subject to satisfactory achievement of yearly targets, it should be noted that not all projects listed in Exempt Appendix 1 will be delivered by the BHF programme.
- 2.18 In addition, following development of individual business cases, projects may return to the Strategic Housing Pipeline if they are unable to meet both MHCLG's and the Combined Authority's strategic objectives, become unviable to the programme due to increased costs or delayed timeframes, or unacceptable risks are uncovered through the Assurance and due diligence process.
- 2.19 Equally other new projects may come to light which meet MHCLG and SEF requirements and can deliver within the BHF timeframe. As these opportunities arise, the programme team will work with partner councils to ensure that the most suitable projects are chosen to deliver the region's strategic objectives.
- 2.20 It is recommended that delegation is granted to the Director of Delivery, in consultation with the Portfolio Holder for Place, Regeneration and Housing, to approve the review and transfer of projects between Waves, the removal of projects which place greater risk on the programme and acceptance of new projects on to the programme.

### **Assurance and Monitoring**

- 2.21 The process of shortlisting projects for inclusion within the BHF programme has been reviewed through the Assurance process via the Combined Authority's Programme Appraisal Team (PAT) who have endorsed the approach undertaken as fair and equitable. PAT is recommending to the Combined Authority acceptance of the projects put forward by the BHF programme team in Exempt Appendix 1.
- 2.22 As part of the BHF programme's monitoring back to MHCLG in June, an initial overview of the sequencing of projects in Wave 1, 2 & 3 from Exempt Appendix 1 has been reported, clearly marked as requiring Combined Authority endorsement. Subject to the committee's comments on the longlist, MHCLG will be formally notified of the outcome of this meeting.

### **3 Tackling the Climate Emergency Implications**

- 3.1 Tackling the Climate Emergency implications will be outlined on all projects under this programme as part of their business case development. A number of proposed projects will include the remediation of contaminated land, as well as the potential for new sustainable housing, green space and infrastructure designs.

### **4 Inclusive Growth Implications**

- 4.1 The inclusive growth implications will be outlined on all projects under this programme as part of their business case development.
- 4.2 Due to the emphasis on Clean and Inclusive Growth criteria in the project selection process, the proposed Brownfield Housing Fund pipeline has the potential to positively contribute to the Mayor's ambitions for West Yorkshire and their pledge to *Build 5000 sustainable homes including council houses and affordable homes*. A number of proposed projects offer potential for 100% affordable housing in deprived communities across the region, as well as bringing back underutilised and derelict land and property into productive use. The BHF programme estimates that it could deliver 1900+ affordable homes towards the Mayor's pledge.

### **5 Equality and Diversity Implications**

- 5.1 Equality Impact Assessments (EQIA) will be undertaken on all projects under this programme as part of their business case development.

### **6 Financial Implications**

- 6.1 There are no financial implications as a result of this report, although the Combined Authority's adherence to the MHCLG agreement, including meeting financial targets and milestones, is required in order to receive annual allocation of BHF funds. As such, the MHCLG funding conditions and the programme's conditions will be mirrored in agreements between each project sponsor to mitigate any risk to the Combined Authority.
- 6.2 As the BHF funding is focussed on delivering SEF objectives and bridging a viability gap, all projects will be providing match-funding from either the public or private sector or both. Full details will be determined as projects progress through the Assurance Framework.

### **7 Legal implications**

- 7.1 The information contained in **Appendix 1** is exempt under paragraph 3 of Part 1 to Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of the appendices as exempt outweighs the public interest in disclosing the information as publication could prejudice current and future decision making.

## **8 Staffing implications**

8.1 There are no direct staffing implications as a result of this report.

## **9 External Consultees**

9.1 No formal consultations have taken place; informal consultations with partner councils have taken place.

## **10 Recommendations**

10.1 The Combined Authority:

- i. Note the work undertaken so far on the Brownfield Housing Fund Programme.
- ii. Endorse the sequencing of Waves and associated projects in Exempt Appendix 1.
- iii. In light of the proposed changes to Committees, it is recommended that future project approvals are made in accordance with the assurance pathway and approval route outlined and approved by the Combined Authority in September 2020, including at the next decision point through delegation to the Place, Regeneration and Housing committee and at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team.
- iv. To ensure the programme progresses at pace, to delegate to the Director of Delivery, in consultation with the Portfolio Holder for Place, Regeneration and Housing, the review and transfer of projects between the project prioritisation 'Waves' detailed in Exempt Appendix 1; the acceptance of new projects on to the programme; and the transfer of projects which place greater risk on the programme back to the Strategic Housing pipeline for consideration as part of future investment programmes.

## **11 Background Documents**

There are no background documents referenced in this report.

## **12 Appendices**

**EXEMPT Appendix 1 – CONFIDENTIAL: Brownfield Housing Fund Sequencing**

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**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Capital Spending and Project Approvals**

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**Director:** Melanie Corcoran, Director of Delivery

**Author:** Craig Taylor, Head of Portfolio Management and Appraisal

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## **1 Purpose of this report**

- 1.1 To report on proposals for the progression of, and funding for, a number of West Yorkshire Combined Authority supported projects that have been considered at stages 1, 2 and 3 of the Combined Authority's assurance process.
- 1.2 Given the changes to the committee arrangements approved at the Combined Authority meeting on 24 June 2021, the schemes being considered for approval today have come directly to the Combined Authority due to expediency of delivery.
- 1.3 The recommendations can be found in Section 14 of this report.

## **2 Impact of COVID-19**

- 2.1 The full implications of COVID-19 on the region and its economy and transport system are still to be understood and the impact on our programmes and schemes has been mixed. The schemes that were due to start in the first half of 2020/21 have experienced delays due to variety of factors, therefore, during schemes' business case development and appraisal process we are working closely with our council partners to ensure that the delivery timescales reflect the current issues and schemes are actively stress tested to ensure ongoing viability.
- 2.2 In the wake of COVID-19 it is more important than ever to assess the changes to the landscapes of our towns and cities and the impact on current and future planned schemes, particularly, but not exclusively, those relating to transport. The impact of COVID-19 in relation to travel behaviour into and around towns and cities will be assessed as part of scheme appraisal. However, the business cases for some schemes in this report, were developed prior to COVID-19 and aim to address issues identified prior to lockdown restrictions.

Therefore, the data presented for some schemes in this report, for example, expected increases in passenger numbers, reflects the pre COVID-19 position. Although it is generally expected that in the medium and long-term behaviours will return to pre COVID-19, as scheme business cases develop further, assumptions will be re-tested.

### **3 Tackling the Climate Emergency Implications**

- 3.1 The Combined Authority has taken action to ensure all decisions we make include Climate Emergency considerations. The Combined Authority:
- Has strengthened how clean growth and climate change impacts are considered as part of all schemes that come through the Combined Authority's Assurance Framework.
  - Requires LEP and the Combined Authority reports to include clean growth / tackling the Climate Emergency implications, including qualitative impact assessments.
- 3.2 To fully strengthen decision making across the whole of the Combined Authority's Assurance Framework a robust, quantifiable methodology and tool for assessing all new schemes predicted carbon emissions/wider clean growth impacts is being developed.
- 3.3 Work is currently underway to refine the toolkit methodology by assessing a selection of existing capital schemes progressing through the assurance process. The outcomes of these assessments, including any potential mitigation of carbon impact will be available from September 2021. This represents a slight delay due to difficulties encountered carrying out carbon impact assessments on an initial subset of schemes. This has allowed the consultants to take these challenges into account in making improvements to the methodology. The tool will be incorporated into the Assurance Framework so that it can be used to assess future proposals as they progress through the assurance process. This part of the commission will involve a significant training element to ensure carbon assessment is properly embedded in the assurance process.
- 3.4 Clean growth, including climate change, impact assessment / considerations are all now included in all Capital Spending and Project Approvals reports. This ensures that the business cases now reflect the Leeds City Region Climate Emergency priority and evidence that they will reduce carbon emissions (both directly and indirectly).

## **4 Additional approval**

### **Clifton (Calderdale) Enterprise Zone Business Rates Receipt**

- 4.1 The Clifton EZ at 23 hectares is one of the largest Phase 2 EZ sites within the EZ programme and represents a third of Calderdale Council's employment land within its emerging Local Plan. It is the only EZ within Calderdale.
- 4.2 The Clifton EZ site, which is in multiple private ownerships, requires significant investment to address on-site barriers in advance of a viable scheme being offered to the market for commercial development, estimated at £35.5 million. Over the last 12 months the Combined Authority have been working closely with Calderdale Council to consider how a funding package for the scheme might be facilitated.
- 4.3 After other considerations and discussions with Calderdale, the Council have asked the LEP / Combined Authority to consider the foregoing of its future business rates income stream from the Clifton site – estimated at circa £16 million in total - to enable the Council to prudentially borrow the capital required to deliver a scheme of enabling works. The Council have also submitted a Levelling Up Fund bid to central Government which, if successful, would match-fund the Combined Authority's investment to enable the site to come forward for early development.
- 4.4 The investment requested from the Combined Authority supports the objectives of the Covid-19 Economic Recovery Plan for accelerated infrastructure linked to employment opportunities. The funding contribution will contribute to a wider funding package being pulled together by the Council and potentially unlock 492,868 sqft of new commercial space with the ability to generate over 1300 jobs and £214 million GVA up to 2040.
- 4.5 The LEP Board discussed the proposal at its meeting on 21 July 2021 and now recommends that:
- 4.6 The Combined Authority approves that:
- (i) Calderdale Council retains future business rates income generated from the Clifton Enterprise Zone (up to March 2042) with the following conditions.

#### Conditions

- (i) Approval of the Clifton EZ scheme through the Combined Authority's Assurance Framework and the Council entering into an appropriate investment agreement(s) with the Combined Authority;
- (ii) The total future business rates income from the Clifton EZ site to be retained by the Council in support of the scheme will be the minimum required to match fund the project after all other funding has been secured and shall only be used for the project as defined in the full business case (which is pending approval);

- (iii) The Council securing all further match-funding to deliver the scheme;
- (iv) Evidence of a Council resolution to prudentially borrow the necessary funding in support of the scheme for which the business rates income is being sought;
- (v) Where the Council is the landowner (including after any land acquisitions or Compulsory Purchase required to progress the scheme), the reinvestment of capital receipts due to the Council from future land sales on the Clifton site into the total funding package.
- (vi) This is a standalone decision for the Clifton EZ site and should not be viewed as a regional precedent for other emerging projects on EZ or other sites in the future.

4.7 The Combined Authority approves that:

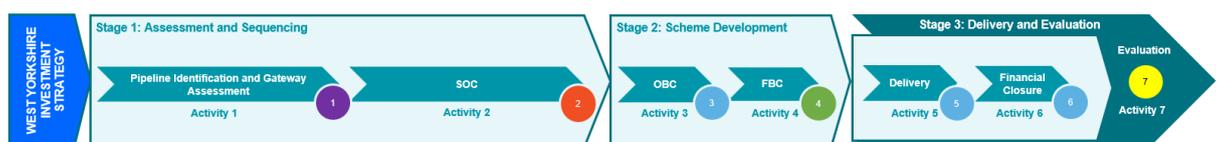
- (i) Calderdale Council retains future business rates income generated from the Clifton Enterprise Zone (up to March 2042) with the conditions detailed in 4.4.

## 5 Report

5.1 This report presents proposals for the progression of five schemes. Given the changes currently underway in relation to the Combined Authority’s approval of investment for schemes, following June’s Combined Authority meeting, the schemes being considered for approval today have come directly to the Combined Authority for expediency of delivery. These schemes have a total combined funding value of £106.362 million when fully approved, of which £61.552 million will be funded by the Combined Authority. A total expenditure recommendation to the value of £25.072 million is sought as part of this report for the development and delivery of these schemes. Further details on the schemes summarised below can be found as part of this report.

5.2 The assurance process is a three-stage approach with the requirement that all projects subject to minor exceptions as detailed in the Assurance Framework, will as a minimum, need to formally pass decision point 2 (strategic outline case) and 4 (full business case), with the requirement to meet the intervening activities deemed on a project-by-project basis.

5.3 For more detail on the Combined Authority’s Assurance Framework through which each of the schemes outlined in this report are being approved is provided in **Appendix 1**.



## Stage 1: Assessment and Sequencing

- 5.4 Programmes / schemes will start to be developed through an ongoing dialogue with the Region's businesses, third sector and public organisations, in line with the WYIS. Schemes will access funding through either a commissioning process or through open calls. Programmes / schemes will be assessed through a Strategic Assessment (an early-stage gateway check and challenge review) to determine if they are eligible to proceed (Decision Point 1).
- 5.5 If approved the scheme will progress to strategic outline case (SOC), where schemes will be expected to demonstrate a strategic fit in terms of project outcomes and set out their proposed approach to establishing value for money (VfM). At this stage, a long list of options will be considered with a shortlist being presented in the SOC. Consultation at this stage will be limited, but will be a key to the next activity, outline business case (OBC) in Stage 2. At this stage, funding may be sought to enable work to progress on the OBC. Schemes will also be required to submit an Appraisal Specification Report (ASR). It is at the end of this stage where the Combined Authority approve the indicative funding, approval pathway and route and tolerance levels (Decision Point 2).

## Stage 2: Scheme Development

- 5.6 If approved the scheme will progress to outline business case (OBC) unless the approval pathway set at decision point 2 does not require this. The OBC should revisit the options identified within the SOC to identify the option which optimises public value, confirm the affordability of the scheme and put in place the arrangements to ensure successful delivery. The OBC should be prepared in accordance with the Green Book five-case model and should include a draft Monitoring and Evaluation Plan and a Benefit Realisation Plan. The Economic Case must be developed in consistency with the agreed ASR. Guidance will be provided to scheme promoters around the level of detail to be submitted at this stage with regards to proportionality of the business case. The scheme will be presented for approval by the decision-maker (Decision Point 3) as set out in the approval pathway and route approved at Decision Point 2.
- 5.7 If approved the scheme will progress to full business case (FBC) which will confirm the contractual arrangements for the preferred option. Affordability of the scheme is reiterated, and the scheme puts in place the final arrangements for delivery and monitoring and evaluation of the scheme. A Monitoring and Evaluation Plan and a Benefit Realisation Plan are mandatory products at this stage. The FBC should also be prepared in accordance with the five-case model and any conditions set at OBC should be resolved. The economic case must be developed in consistency with the agreed ASR. The scheme will be presented for approval by the decision-maker (decision point 4) as set out in the approval pathway and route approved at decision point 2.
- 5.8 The FBC approval will be granted with a condition that the scheme remains within set conditions. Where this condition has been met Approval to Proceed into Delivery (Activity 5) will be granted by the Managing Director (or by an

officer under sub-delegated authority from the Managing Director). If the condition(s) is not met, the project will be required to re-submit the FBC.

### Stage 3: Delivery and Evaluation

- 5.9 Once a scheme gains FBC approval and the conditions set have been met, the scheme can progress into Activity 5 (Delivery).
- 5.10 Upon scheme completion, a Delivery Closure Report is required that details how the scheme has performed. This includes whether delivery has remained within the timeframes specified within the business case, has achieved the objectives of the scheme and associated outputs, documents what has been delivered and highlights the overall costs. The Delivery Closure Report will be presented for approval by the decision-maker (Decision Point 5) as set out in the approval pathway and route approved at Decision Point 2.
- 5.11 Following completion of Activity 6, the scheme will be required to submit a Financial Closure Report (Activity 6). The Financial Closure Report confirms the final costs for the scheme, ensuring all payments have been completed. The Financial Closure Report will be presented for approval by the decision-maker (Decision Point 6) as set out in the approval pathway and route approved at Decision Point 2.
- 5.12 The purpose of the Delivery and Financial Closure Reports is to assess the success of the scheme, identify best practice for future schemes, resolve all open issues and to capture feedback and lessons learnt to inform the development and delivery of future schemes.
- 5.13 Activity 7 (Evaluation) will be managed by the Combined Authority's Research & Intelligence team. This is a reporting point as opposed to the previous decision points in the process and will be undertaken when the scheme is completed for an evaluation of the benefits, outcomes and economic impact compared to the overall objectives set out in the SOC. Insights and learning intelligence from evaluation will also be fed back into policy and strategy in order to inform the design and development of future schemes. Interim evaluations may also be undertaken as required as set out in the Monitoring and Evaluation Plan.

### Transition

- 5.14 There will be a transition period to the new Assurance Framework due to business cases being submitted and appraised prior to the new Assurance Framework being approved by the Government. Therefore, some of the schemes presented in this report reflect the old Assurance Framework (highlighted).

### **Value for Money - Benefit Cost Ratios**

- 5.15 The Benefit to Cost Ratio (BCR) for some of the schemes in this report potentially represent low value for money, when assessed using the Department for Transport's Transport Appraisal Guidance TAG on the appraisal of transport schemes.

- 5.16 This is because whilst calculating benefits to costs of a transport scheme there are many more journeys made by car than are made by bus, cycling and walking and as a consequence the monetised benefits arising from improvements to bus, cycling and walking journeys may be outweighed by the monetised dis-benefits to car users.
- 5.17 However, a key strategic objective of investment is to encourage modal switch to more sustainable modes and therefore whilst the 'core' BCR (i.e. following Green Book guidance on total impact on the society as a whole) for some schemes may be low, discounting the dis-benefits to car users from the appraisal will result in a higher BCR and where possible this 'range of BCR' will be presented to support decision making. This is in line with HM Treasury guidance where appraisal should take account of all five cases (strategic, commercial, economic, financial and management) and the economic case be balanced with these.
- 5.18 Her Majesty's Treasury (HMT) have now completed the review of the Green Book. The Green Book is guidance issued by HM Treasury on how to appraise policies, programmes and projects. This review has endorsed the Combined Authority's approach by clarifying that overall Value for Money judgement should not depend solely on the BCR but be informed by a balanced consideration of all relevant evidence, that is, appraisal should take account of all five cases (strategic, commercial, economic, financial and management) and the economic case be balanced with these.
- 5.19 In particular, HMT have clarified further that in assessing value for money, a stronger emphasis can now be placed on the strategic case and how the strategic objectives and priorities of the Combined Authority will be met through the delivery of a project. This might for example include, but not limited to, a greater focus on regional impacts to help deliver Levelling Up, ensuring transformational projects are given due consideration, supporting the climate change and good growth agenda (the Combined Authority aims to achieve net-zero by 2038), supporting an increase in active mode and public transport use, supporting / accelerating housing development and allowing a greater emphasis on the requirement to carry out equalities analysis as required by the Public Sector Equalities Duty. The specific approach will be determined on a programme-by-programme basis as funding and investment streams come forward.

<p><b>British Library for the North (Temple Works)</b> Leeds</p>	<p><b><u>Scheme description</u></b></p> <p>The British Library North project aims to deliver a new British Library for the North, in Leeds. The preferred site is the Grade I listed building, Temple Works, within the South Bank area of the city. This funding request will facilitate the development works required to inform the British Library of the viability of Temple Works.</p> <p>If viable, the project will involve the restoration and refurbishment of Temple Works to establish a new 8,000m<sup>2</sup> facility for the British Library, providing learning, community, research, business incubation, events, and exhibition space.</p> <p>The £25 million from the Devolution Deal will be split into two phases. This initial phase requests up to £5.000 million development costs to fund temporary stabilisation works to allow access to the building, specialist survey work, further design work, alongside funding of £0.350 million for programme management costs within the Combined Authority to support the scheme. The £5.000 million development costs are to determine affordability of the scheme at Temple works.</p> <p>The second phase is subject to further approval and will request the remaining funds of £19.650 million for the delivery of a new British Library facility either at Temple Works or an alternative location in Leeds if Temple Works proves unviable.</p> <p><b><u>Impact</u></b></p> <p>The scheme will provide new jobs and apprenticeships during its construction and operation and enable the British Library to deliver an accessible learning and education resource. It will also create space for businesses, entrepreneurs, and has potential to attract around 500,000+ additional visitors to the Leeds City Region and have a region-wide economic impact.</p> <p>Temple Works is in one of the most deprived wards in England, and the scheme supports the priorities of the Strategic Economic Framework (SEF) to enable inclusive growth and boost productivity. It has the potential to deliver the following outputs:</p> <ul style="list-style-type: none"> <li>• 70 full time equivalent construction jobs</li> <li>• 45 new jobs in the cultural sector</li> <li>• new construction heritage apprenticeships</li> <li>• 8,000m<sup>2</sup> of new cultural use floorspace</li> </ul> <p>The scheme involves the reuse of an existing 'at risk' Grade I listed building on a brownfield site and its subsequent use as British Library North will incorporate a range of low carbon, energy efficient design solutions.</p> <p>The scheme will be funded from the Combined Authority's devolution deal to fund the economic recovery and is included in the Devolution Deal.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).</p> <p>Total value of the scheme - £69.810 million Total value of Combined Authority funding - £25.000 million Funding recommendation sought - up to £5.350 million.</p>
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<p><b>TCF Network Navigation</b> West Yorkshire</p>	<p><b><u>Scheme description</u></b></p> <p>The scheme will make it easier to navigate the core bus network across West Yorkshire by introducing colour coding to key bus routes, including colour coordinated flags, shelters and clearer bus route maps. In addition, the scheme will deliver a programme wide behavioural change package comprising of initiatives to encourage travel on foot, by bikes or buses.</p> <p>The scheme will deliver:</p> <ul style="list-style-type: none"> <li>• new core bus network maps, bus stop flags, coloured images in shelters and road-side display information at 2,441 bus stops and shelters.</li> <li>• new battery powered real time screens at up to 500 bus stops.</li> <li>• a West Yorkshire Core Bus Network map, up to 30 West Yorkshire Key Corridor maps, and up to 10 Key Centre Network maps.</li> <li>• a package of behaviour change initiatives to encourage take up and use of walking, cycling and buses; and</li> <li>• development of an online interactive mapping tool to allow easier journey planning for bus users.</li> </ul> <p>The scheme will be funded from the Transforming Cities Fund and Local Transport Plan.</p> <p><b><u>Impact</u></b></p> <p>The scheme will make it easier for people to use buses, particularly encouraging private car users to travel by bus and will contribute towards the target of 25% more trips made by bus by 2027. Along with the programme wide behaviour change package, the scheme will contribute in reducing up to 15,000 tonnes of forecasted carbon dioxide emissions by 2036.</p> <p>The majority of the scheme benefits will be distributed in low- and middle-income groups, which will support the levelling up within the communities of Leeds City Region.</p> <p>The value for money assessment reflects a core Benefit Cost Ratio (BCR) of 1.7:1, which represents medium value for money.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 3 (OBC) and work commences on activity 4 (FBC).</p> <p>Total value of the scheme - £15.5 million</p> <p>Total value of Combined Authority funding - £15.5 million</p> <p>Funding recommendation sought - £0.2 million</p>
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<p><b>CityConnect Phase 3 Canals: Leeds &amp; Liverpool Shipley</b></p> <p>Leeds city region</p>	<p><b><u>Scheme description</u></b></p> <p>The scheme will deliver 4.46km of high-quality cycling and walking route on the Leeds and Liverpool Canal between Shipley and Apperley Bridge and Silsden to the West Yorkshire boundary. The upgraded towpath will provide a traffic free, flat, and attractive cycling and walking path alternative to the main roads.</p> <p>The project forms part of the Combined Authority's existing CityConnect programme and will build upon routes already constructed in the area enabling more people to travel on foot or on bike, linking towns and settlements in Shipley and Silsden.</p> <p>The scheme is to be funded from the West Yorkshire plus Transport Fund (WY+TF) and the Getting Building Fund. Additional funding of £0.424 million is yet to be secured, so the scheme has been split into 2 phases, so approval of Phase 2 is conditional on securing this funding.</p> <p><b><u>Impact</u></b></p> <p>The new upgraded towpath will increase widths available for the people travelling on bike and on foot, as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment.</p> <p>The scheme will make an important contribution to achieving the West Yorkshire Transport Strategy's target of 300% more trips to be made on bike by 2027 and increasing the proportion of people cycling and walking to 3% and 22% respectively.</p> <p>The core benefit cost ratio for this scheme is 4.16:1 which represents very high value for money.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 4 (full business case) and work commences on activity 5 (Delivery), with Phase 2 being subject to securing additional funding.</p> <p>Total value of the scheme - £1.981 million</p> <p>Total value of Combined Authority funding - £1.981 million</p> <p>Funding recommendation sought - £1.981 million.</p>
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<p><b>CityConnect Phase 3 Canals: Huddersfield Narrow Canal Phase 2</b></p> <p>Leeds City Region</p>	<p><b><u>Scheme description</u></b></p> <p>This scheme will deliver a total 4.3km high-quality cycling and walking towpath route on the Huddersfield Narrow Canal between Milnsbridge to Slaithwaite Centre. The towpath improvements will provide a traffic free, flat, and attractive cycling and walking path alternative to the main roads.</p> <p>The project forms part of the Combined Authority's existing CityConnect programme and will build upon routes already constructed in the area enabling more people to travel on foot or bike, linking towns and settlements in Kirklees.</p> <p>The scheme is to be funded from the West Yorkshire plus Transport Fund (WY+TF) and Active Travel Fund.</p> <p><b><u>Impact</u></b></p> <p>The new upgraded towpath will increase widths available for the people travelling on bike and on foot, as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment. The scheme by providing a safer network for walking and cycling will aim to attract new cyclists and pedestrians to this route. Building upon the success of the previous phases, this scheme will deliver wider social and environmental benefits including safer alternatives for walking and cycling avoiding busy A62, therefore reducing cycling road accidents by 20%.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 4 (full business case) and work commences on activity 5 (Delivery).</p> <p>Total value of the scheme - £1.371 million</p> <p>Total value of Combined Authority funding - £1.371 million</p> <p>Funding recommendation sought - £1.371 million.</p>
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<p><b>Halifax Bus Station</b></p> <p>Calderdale</p>	<p><b><u>Scheme description</u></b></p> <p>This scheme will deliver a redeveloped Halifax bus station at the existing location, located north of Halifax town centre.</p> <p>The existing bus station will be replaced to deliver a modern, fit for purpose bus station to serve as a public transport gateway into the town centre for residents and visitors to Calderdale. The scheme will deliver a modern, environmentally friendly building design that integrates with its surrounding heritage including a new fully enclosed level concourse facility with a customer information point, toilets, and retail. The scheme also provides enhanced entry and access for people travelling on foot or bikes with better links to key destinations in Halifax town centre such as Wool Shops, the Piece Hall, Dean Clough, and new Trinity Sixth Form College</p> <p>The Halifax Bus Station scheme is to be delivered through the 'Halifax Walking, Cycling, and Bus Transformation Package' of the TCF programme.</p> <p>The scheme is to be funded through the Transforming Cities Fund (TCF) with a contribution from the West Yorkshire plus Transport Fund (WY+TF).</p> <p><b><u>Impact</u></b></p> <p>The scheme will support inclusive growth by delivering a modern bus station, enhancing public safety and user experience, and improving travel by bus, rail, on foot and on bike to employment, education, housing, and retail, reducing private vehicle use and improving air quality.</p> <p>The value for money assessment reflects a core Benefit Cost Ratio (BCR) of 2.76:1, which represents a high value for money.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 5 (full business case with final cost) and work commences on activity 6 (Delivery).</p> <p>Total value of the scheme - £17.700 million</p> <p>Total value of Combined Authority funding - £17.700 million</p> <p>Funding recommendation sought - £16.17 million.</p>
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## Decisions made through the delegation to the Managing Director

- 5.20 Since the Investment Committee’s meeting on 08 June 2021, the following decision points and change requests have been assessed in line with the Combined Authority’s assurance process and approved through the agreed delegation to the Combined Authority’s Managing Director. Under the delegation a total expenditure of £7.249 million has been approved.

<p><b><u>Scheme</u></b></p> <p>Langthwaite Business Park Enterprise Zone</p> <p><b>Wakefield</b></p>	<p><b><u>Scheme description</u></b></p> <p>The scheme is to be delivered as part of the Leeds City Region Enterprise Zone (EZ) Programme which has an overarching objective of “unlocking, enabling, and accelerating site development to deliver local economic growth”.</p> <p>The Langthwaite Enterprise Zone business park extension scheme is located in a site of 9.45 hectares, located next to the existing Langthwaite Business Park in South Kirkby. Working with Wakefield Council the scheme will deliver an offsite access road which will open up the site for commercial development and prepare the site for commercial development by undertaking de-risking works such as ensuring the land is safe from hazardous materials, providing road access, flood alleviation infrastructure to enable the creation of development plots; to realise a range of industrial and commercial units consisting of 27,000m<sup>2</sup> of floor space.</p> <p>The scheme will be funded through the Local Growth Fund (LGF) and Getting Building Fund (GBF).</p> <p><b><u>Impact</u></b></p> <p>The scheme will deliver on a disused site: an offsite access road; works to ensure the land is safe from hazardous materials; flood alleviation works and site infrastructure which will open up the site for commercial development. The scheme includes sustainable urban drainage systems (SUDs), contributing to environmental resilience and will provide employment and skills opportunities for residents of this area, many of which will be highly skilled.</p> <p><b><u>Decision</u></b></p> <p>The Managing Director approved this change request on 21 May 2021, giving approval to revise the Indicative total scheme cost from £5.549 million to £3.114 million, this revising the LGF allocation from £1.262 million to £0.417 million and the GBF funding allocation from £4.288 million to £2.697 million.</p> <p>Approval was also given to £0.846 million development costs from GBF, taking the total approval to £1.263 million (£0.846 million GBF and £0.417 million LGF).</p>
<p><b><u>Scheme</u></b></p> <p>City Connect Phase 3</p> <p><b>West Yorkshire</b></p>	<p><b><u>Scheme description</u></b></p> <p>The CityConnect Phase 3 programme consists of 8 projects that will deliver new or improved cycling and walking infrastructure as well as pre and post-scheme Monitoring and Evaluation activities and communications, consultation and engagement to promote behavioural change and use of the new facilities.</p> <p><b><u>Impact</u></b></p>

	<p>The monitoring &amp; evaluation activities are key aspects to delivering the overall CityConnect programme and benefits realisation including an active travel infrastructure that improves connectivity and access to employment and education opportunities as well as supporting health and wellbeing, improvements in air quality, and better quality of life.</p> <p><b><u>Decision</u></b></p> <p>The Managing Director approved this change request on 21 May 2021, giving approval to release the remaining £0.035 million (of the £0.148 million approved at decision point 2) from the West Yorkshire plus Transport Fund for monitoring and evaluation activity across the CityConnect programme.</p>
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<p><b><u>Scheme</u></b></p> <p>York Northern Outer Ring Road</p> <p><b>York</b></p>	<p><b><u>Scheme description</u></b></p> <p>The scheme is to improve 7 existing roundabouts between the Wetherby Road and Monks Cross junctions. The aim is to upgrade junctions to a standard which incorporates approaches widened to 3 lanes, exits widened to 2 lanes, minor arm approaches widened to suit traffic flows, provision of walking and cycling improvements and where possible accommodation for future orbital and radial routes. One roundabout upgrade (Wetherby Road) was completed in January 2020.</p> <p>The scheme is to be funded from the West Yorkshire plus Transport Fund (WY+TF).</p> <p><b><u>Impact</u></b></p> <p>Scheme delivery will:</p> <ul style="list-style-type: none"> <li>• Improve links to the A1(M) and other strategic destinations.</li> <li>• Reduce end to end journey times around the northern section of the York Northern Outer Ring Road (YORR) by approximately 20% by 2021.</li> <li>• Improve journey time reliability for cross-county movements (estimated to be 15-20% of traffic) between origins and destinations in North Yorkshire.</li> <li>• Reduce local congestion and delays on approach to and exit from the junctions.</li> <li>• Remove through traffic from York city centre due to less congestion of the Outer Ring Road route.</li> <li>• Improve safety through the reduction in road accidents.</li> <li>• Enable better access to employment, retail, health and leisure sites in York which serve the surrounding population.</li> </ul> <p><b><u>Decision</u></b></p> <p>The Managing Director approved this change request on 21 May 2021, giving approval to an additional £3.131 million development costs to progress the remaining schemes within the programme to full business case, funded from the WY+TF, taking the total development costs to £5.181 million. The total value of the scheme is £39.216 million with a Combined Authority contribution of £38.378 million</p>
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<p><b><u>Scheme</u></b></p> <p>Leeds Station Sustainable Travel Gateway</p> <p><b>Leeds</b></p>	<p><b><u>Scheme description</u></b></p> <p>The Leeds Station Sustainable Travel Gateway scheme aims to deliver a fully accessible multi-modal transport hub to improve the transition between rail travel and pedestrian, cycling, taxi, and bus services and promote the use of sustainable travel opportunities (bus, rail, cycling and walking) in Leeds.</p> <p>The scheme is funded by the Transforming Cities Fund, Leeds Public Transport Investment Programme and West Yorkshire plus Transport Fund</p> <p><b><u>Impact</u></b></p> <p>The completed scheme will lead to: Improved capacity, safety and amenity for pedestrians at Leeds Rail station. Improved accessibility to the station for all users including delivery of segregated cycle lanes, a 700-space cycle hub, improved taxi rank and a step free more-direct access to the station front.</p> <p><b><u>Decision</u></b></p> <p>The Managing Director approved this change request on 4 June 2021 giving approval to the release of a further £2.500 million funding for statutory services diversionary works and to relocate bus stops to Boar Lane. The total value of the scheme is £33.54 million with a Combined Authority contribution of £32.69 million</p>
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<p><b><u>Scheme</u></b></p> <p>Selby Station Gateway</p> <p><b>North Yorkshire</b></p>	<p><b><u>Scheme description</u></b></p> <p>The Selby Station Gateway scheme aims to deliver enhanced public realm, walking and cycling routes, improved visual amenity and an improved gateway experience at the Selby Rail Station.</p> <p>The scheme is funded by the Transforming Cities Fund.</p> <p><b><u>Impact</u></b></p> <p>The scheme will provide better connectivity between the station and 1) the town centre, 2) key destinations and 3) nearby redevelopment sites. Improving the attractiveness of the gateway will maximise use of rail and bus services, whilst also increasing sustainable travel, supporting the town centre and easing pressure on the local transport network (reduced traffic volumes will also enhance air quality).</p> <p>The scheme, through a package of targeted interventions, will seek to contribute to the fulfilment of the TCF vision, in terms of better connecting people to economic and education opportunities across the LCR through affordable, sustainable transport, boosting productivity and helping to create cleaner, healthier and happier communities for the future.</p> <p><b><u>Decision</u></b></p> <p>The Managing Director approved this change request on 18 June 2021, giving approval to additional development costs of £0.737 million to enable the scheme promoter to develop a refined OBC preferred option submission by October 2021. The total value of scheme will be determined at OBC with a Combined Authority contribution of £17.465 million.</p>
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## **6 Information**

6.1 The Combined Authority's assurance framework requires that formal approval is given to the following elements of a scheme as part of its development:

- The progression of a scheme through a decision point to the next activity.
- Indicative or full approval to the total value of the scheme funding requested.
- The Combined Authority's entry into a funding agreement with the scheme's promoter.
- The assurance pathway and approval route for future decision points.
- The scheme's approval tolerances.

6.2 This report provides information required to enable the Combined Authority to approve each of the above elements.

## Projects in Stage 1: Assessment and Sequencing

<b>Project Title</b>	<b>British Library for the North</b>	
<b>Stage</b>	1 (eligibility)	
<b>Decision Point</b>	2 (strategic outline case)	
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:		
Are there implications for equality and diversity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### **Background**

- 6.3 Through the Devolution Deal with Government, the Combined Authority was allocated £25.000 million to support the work of Leeds City Council and the British Library on establishing a potential British Library in the North.
- 6.4 The British Library in the North proposal involves the £69.810 million restoration and refurbishment of the Grade I listed Temple Works building in Leeds South Bank. This will establish a new 8,000m<sup>2</sup> facility for the British Library, including learning, community, research, business incubation, events, and exhibition space.
- 6.5 The British Library is committed to supporting economic growth, innovation, and social and cultural renewal, as part of its mission to make its intellectual heritage accessible to everyone. This includes establishing a second city-centre presence in the UK to enable it to reach communities that are not well served by the Library's existing culture, research and learning provision, which is primarily accessible on site in London (St Pancras).
- 6.6 The British Library identified Leeds as their preferred location based on its catchment, accessibility, the diversity of the population, its connectivity, and the ability to be supported by their existing storage and research facilities located at Boston Spa, near Wetherby, which is currently being expanded and refurbished through a separate Government-funded programme.
- 6.7 Working together with Leeds City Council, the British Library assessed potential locations across the city, and in 2020 it was announced that Temple Works in Leeds is the preferred site for the home of the new British Library North.
- 6.8 Temple Works is a Grade I listed building and one of the most significant industrial heritage assets in the north of England. It has been vacant since

2004 and suffered a partial collapse in 2008, severely restricting access to the building due to the risk of sudden catastrophic structural failure.

- 6.9 The building was acquired by Commercial Estates Group (CEG) in 2018, and prior to its acquisition, there had been efforts to find suitable alternative uses, but the significant costs associated with its restoration has prevented the development of a viable commercial proposition.
- 6.10 Initial stakeholder engagement with the local community in Holbeck and third sector organisations including heritage stakeholders has been undertaken. The British Library has also undertaken audience and market research to determine the range of services that could be provided for the public, the education sector, and businesses, and the extent to which the scheme could generate additional visitors to Leeds City Region.
- 6.11 The British Library, the Combined Authority, Leeds City Council and CEG are collaborating to develop the scheme proposal. To date this has involved initial technical work on options for the repair and restoration of the building (in conjunction with Historic England), developing the scope of the British Library North 'offer' and operational requirements, and assessing funding and delivery options.
- 6.12 The £25.000 million Devolution Deal will be split into two phases. This phase (Phase 1) requests up to £5.000 million development costs to fund temporary stabilisation works to allow access to the building, specialist survey work, and further design work. A further £0.350 million is also requested to fund a dedicated programme team within the Combined Authority to support partners. £5.000 million development costs are required to determine affordability of the scheme at the Temple Works site and will be lost to the overall scheme if Temple Works is not selected by the British Library as the location for the British Library North, but they will at the very least contribute to the temporary stabilisation of a grade I listed building.
- 6.13 £5.000 million will fund the outline business case, design development and temporary stabilisation work that will allow safe access to the building for measurements and surveys to take place and detailed design for its fit-out as British Library North. The Combined Authority is being asked to fund the works by Leeds City Council who are the scheme sponsors. The development work will then be carried out by developer owners CEG. These works may inform that the building being is prohibitive and therefore a scheme that is unviable and the British Library could choose an alternative location in Leeds. At this stage the British Library are not locked into the site at Temple Works, and this is subject to the approval of the outline business case, due for completion by December 2022. The costs for Phase 1 are not recoverable but they will contribute to the temporary stabilisation of a grade I listed building. The remaining budget for Phase 2 from the Devolution deal will be £19.650 million. The second phase is subject to approval of the outline business case, and further development works (to be agreed) within the remaining budget. This further development will require the next stage of detailed design to enable clarity of the cost plan for the delivery of the stabilisation, shell and core works to further inform viability and secure conditional commitment from

CEG. It is recognised by all parties that this work is essential before commitments and agreements are established and the full scheme progresses to the delivery phase.

- 6.14 Should the scheme proceed to delivery, the full restoration of the building would be completed by 2028 using the remaining funding from the devolution deal and funding from Leeds City Council and the British Library. If it does not proceed, the British Library will pursue an alternative site with Leeds City Council, using the remaining funding from the devolution deal grant (£19.650 million); a letter from the Chair of the British Library Board to this effect has been provided. CEG will continue to explore other options for the reuse of Temple Works.
- 6.15 A dedicated Combined Authority programme team is required at a cost of £0.350 million to support the project.
- 6.16 Temple Works is in one of the most deprived wards in England, and the scheme supports the priorities of the Combined Authority's Strategic Economic Framework (SEF) to enable inclusive growth and boost productivity and will achieve ambitions set out in the Leeds City Region High Speed 2 Growth Strategy. It also has the potential to deliver the West Yorkshire Mayoral pledge around supporting creative industries. The scheme will provide new jobs and apprenticeships during its construction and operation and enable the British Library to deliver an accessible learning, cultural, research and education resource. It will also create space for businesses and entrepreneurs and generate significant additional visitors to the Leeds City Region.
- 6.17 A summary of the scheme's business case and location map is included in **Appendix 2**.

### **Tackling the Climate Emergency Implications**

- 6.18 The scheme involves the reuse of an 'at risk' Grade I Listed Building on a brownfield site and works to the building will incorporate a range of energy efficient design solutions. Temple Works is in a central location close to Leeds Railway Station and is accessible by public transport, walking and cycling.
- 6.19 Further work to establish the implications of the scheme for Carbon Dioxide (CO<sub>2</sub>) emissions during its construction and operation, and for the integration of the Temple Works site into the cycling and walking network, will be developed as part of the outline business case.

### **Outputs, Benefits and Inclusive Growth Implications**

- 6.20 The scheme has the potential to deliver the following outputs:
- 70 full time equivalent construction jobs
  - 45 new jobs in the cultural sector
  - 5 new construction heritage apprenticeships
  - 8,000m<sup>2</sup> of new cultural use floorspace

- 6.21 Once operational British Library North at Temple Works could generate an additional 500,000 visitors per annum to the City Region, delivering a Gross Value Added (GVA) benefit of up to £140 million from tourism over 20-years from opening.
- 6.22 The outputs and impacts of tourism are dependent on the successful delivery and operation of British Library North. The GVA benefits, if realised would represent a positive Benefit Cost Ratio (BCR) for the scheme of over two based on the Combined Authority's funding of up to £25 million. On this basis the scheme would appear to offer good value for money.
- 6.23 The scheme has the potential to deliver a range of positive strategic benefits including: -
- The retention and revitalisation of a significant heritage asset to support the wider regeneration of Leeds South Bank.
  - Improved access to cultural activities across West Yorkshire and the north of England, with a focus on inclusivity and diversity of access.
  - Increased accessibility of the British Library's cultural and intellectual heritage offering, in a location with good access to sustainable transport modes (public transport, walking and cycling).
  - New opportunities for collaboration and innovation with businesses, particularly those in digital and data, utilising the knowledge assets of the British Library.
  - The creation of new employment and learning opportunities at British Library North, both on-site and through digital technologies.
  - Increased tourism and visitor numbers to Leeds City Region, with associated economic benefits to the city and wider region.
  - A catalyst for improved access to and movement through Leeds South Bank, with enhancements to street design and the existing pedestrian and cycling network.

### **Risks**

- The key risks are:
- The risk of further disrepair or structural collapse to Temple Works before Phase 1 works can commence. This will be mitigated through the review of the scheme and if necessary, an alternative site will be explored.
- The risk that following the Phase 1 development works the deficit is too large and makes the project unviable for the British Library. British Library will mitigate this by pursuing options for developing an alternative site using the remaining grant funding.
- The risk of British Library not achieving sufficient funding through fundraising for fit out of full occupancy of the building. This will be mitigated through changes to scope, value engineering and using a phased approach in parallel with on-going fundraising activity.

- The risk of British Library withdrawing interest from Temple Works. This will be mitigated through a conditional commitment will be achieved at the end of Phase 1.
- The risk that CEG do not proceed with the British Library proposal. The development works are to support greater cost certainty for CEG that will enable them to enter into a conditional commitment following approval of the outline business case.
- The risk of not securing planning and other statutory consents for the development works. This will be mitigated through early engagement work undertaken by Leeds City Council with Historic England.

### **Costs**

- 6.24 The forecast total cost of the scheme is £69.810 million.
- 6.25 £25.000 million will be funded by the Combined Authority from its devolution deal and the remaining £44.810 million will be funded by Leeds City Council and the British Library.
- 6.26 Scheme development funding of up to £5.350 million is sought as part of this approval. This will fund the outline business case, temporary stabilisation works to allow access to the building, specialist survey work, outline design work for the refurbishment of the building, detailed design of the subsequent fit-out of the building to British Library North specifications and a dedicated Programme Team within the Combined Authority to support Leeds City Council and British Library with business case development.
- 6.27 The Combined Authority will enter into a funding agreement with Leeds City Council for expenditure of up to £5.000 million from the Combined Authority's devolution deal.

### **Assurance Pathway and Approval Route**

<b>Assurance pathway</b>	<b>Approval route</b>	<b>Forecast approval date</b>
2 (strategic outline case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	29/07/2021
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Culture, Arts and Creative Industries Committee	01/12/2022
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Culture, Arts and Creative Industries Committee	04/05/2023

Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	20/07/2023
5 (Delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	20/07/2028
6 (Financial Closure)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	26/07/2029

### **Other Key Timescales**

- Development works (scheme development) commence – November 2021.
- RIBA 3 (shell and core) and RIBA 3 (fit out) designs completed – August 2022.
- Outline business case approved – December 2022.
- Listed Building Consent secured – May 2023.
- Full business case approved – May 2023.
- Temple Works shell and core works commences – July 2023.
- British Library North fit out commences – October 2026.
- British Library North opens – early/mid 2028.

### **Assurance Tolerances**

<b>Assurance tolerances</b>
Combined Authority costs remain within +10% of those outlined in this report. Delivery (decision point 5) timescales remain within 6 months of those outlined in this report. Outputs remain within -10% of those outlined in this report.

### **Appraisal Summary**

- 6.28 The scheme proposal has a robust strategic case. It supports the priorities of the Strategic Economic Framework (SEF) and is closely aligned to a range of national, sub-regional and local strategies and policies for heritage, culture, inclusive economic growth, and the built environment.
- 6.29 Market and viability assessments demonstrate that the restoration of the building requires significant public sector investment to address the 'conservation deficit', and a unique tenant able to form a long-term partnership

to secure the building's use. The British Library selected Temple Works as its preferred location following initial feasibility work, which included site searches, economic analysis, and cost appraisals.

- 6.30 The submission provides an overview of the independent audience research that the British Library has commissioned to date in developing its British Library North service proposition for the general public, the education sector, and businesses. At this stage, the outcomes, and outputs that the scheme could deliver appear reasonable, but the extent to which they are achievable and realistic cannot be effectively determined until the development works have been completed.
- 6.31 An overarching procurement strategy has been established. CEG, the building owner, will manage the next stage of technical scheme development on behalf of Leeds City Council and the British Library. A funding strategy is under development and the British Library will lead fundraising efforts with other public bodies, foundations, philanthropists, corporate and charitable sponsors to secure investment for phase 2.
- 6.32 A provisional governance structure is in place and a series of agreements that will underpin the roles, responsibilities, and commitments of the parties to the scheme (including those of the Combined Authority) will be concluded as part of the next stage of the assurance process. The overall programme has been set out, but it is recognised that this is highly dependent on the outcomes of the first phase of scheme development, including progress made to secure the full scheme funding and the timing and extent of the formal commitment to the scheme by all parties.

### **Recommendations**

- 6.33 The Combined Authority approves that:
- (i) The British Library for the North (Temple Works) scheme proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
  - (ii) An indicative approval of £25.000 million (to be funded through the Combined Authority's devolution deal) is given. The total forecast scheme value is £69.810 million.
  - (iii) Approval of £5.350 million development costs to progress the scheme to decision point 3 (outline business case).
  - (iv) The Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £5.000 million from the Combined Authority's devolution deal.
  - (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

## Projects in Stage 2: Development

<b>Project Title</b>	<b>TCF Network Navigation</b>		
<b>Stage</b>	2 (development)		
<b>Decision Point</b>	3 (outline business case)		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:			
Are there implications for equality and diversity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

### **Background**

- 6.34 This scheme will be funded from the Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities.
- 6.35 There are two elements to the scheme:
- TCF Bus Network Navigation package
  - A TCF Programme wide behavioural change package
- 6.36 Public consultation feedback has established that a lack of clarity and accuracy in the information available to bus passengers are barriers to increasing the number of bus users. The TCF Bus Network Navigation package aims to build on the success of the existing Leeds Network Navigation project in addressing these issues and roll out new colour-coded core bus network maps, coloured images in bus shelters, bus stop flags and road-side display information measures which will make navigating the key bus network easier. This package will also deliver battery powered real-time displays at 500 bus stops and an online interactive journey planning tool.
- 6.37 This scheme includes a TCF programme-wide behaviour change package to deliver complimentary initiatives which will encourage travelling on foot, bike and buses across the Leeds city region and benefit the schemes across whole of the TCF Programme. This package includes small businesses grants to encourage walking and cycling, adult cycle training initiatives and a recovery and enhanced partnerships communication and marketing package.

6.38 A summary of the scheme's business case is included in **Appendix 3**.

### **Tackling the Climate Emergency Implications**

6.39 The improvements delivered through this scheme will make it easier to use the bus network and to encourage private car users to travel by bus, on foot or bikes which will contribute to mitigating carbon emission impacts.

6.40 The TCF programme-wide behaviour change package is expected to increase bus patronage and reduce car usage and thus reduce carbon emissions of up to 15,000 tonnes by 2036.

### **Outputs, Benefits and Inclusive Growth Implications**

6.41 The scheme outputs and benefits include:

- New core bus network maps, bus stop flags, coloured images in shelters and road-side display information at 2,441 bus stops and shelters.
- New battery powered real time screens at up to 500 bus stops.
- A West Yorkshire Core Bus Network map, up to 30 West Yorkshire Key Corridor maps, and up to 10 Key Centre Network maps.
- The development of an online interactive mapping tool to allow easier journey planning for bus users.
- A TCF programme-wide package of behaviour change initiatives to encourage take up and use of walking, cycling and buses.
- Increase in number of bus users, contributing towards the West Yorkshire Transport Strategy target of 25% more bus journeys by 2027.

6.42 Vulnerable and socially disadvantaged groups are often most reliant on bus networks to access services, therefore, investment in buses and local bus infrastructure plays a significant role in promoting social inclusion. These improvements will enable bus passengers to better navigate nearby cities and town centres, helping to improve connectivity and, as a result, access to employment and training opportunities and increase in overall quality of life.

6.43 The value for money assessment reflects a core Benefit Cost Ratio (BCR) of 1.7:1, which represents medium value for money.

### **Risks**

6.44 The scheme risks include:

- There is a risk that due to Covid-19 impacts, the number of public transport users may not recover to pre-pandemic levels. This risk will be mitigated through designing an effective communication plan focussed on wider scheme benefits and timely engagement aligned with transport recovery package.
- There is a risk that there will be an impact on core bus network when the government Covid-19 funding is reduced. This will be mitigated by

seeking recovery funding from DfT and by developing an enhanced partnership with bus operators.

### **Costs**

6.45 The scheme costs are:

- Total indicative scheme cost is £15.5 million, which will be funded from the Transforming Cities Fund (£15.2 million) and the Local Transport Plan (£0.3 million). There is a potential that some match funding may become available from the bus operators, details of this will be brought forward at the next decision point.
- Development costs of £0.16 million have been approved for this project to date. A further £0.2 million is recommended for approval to progress the project to decision point 4 (full business case) taking the total development approval to £0.36 million.

### **Assurance Pathway and Approval Route**

<b>Assurance pathway</b>	<b>Approval route</b>	<b>Forecast approval date</b>
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	29/07/2021
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	14/02/2022
Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	14/03/2022
Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	20/07/2023
5 (Delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	31/03/2023
6 (Financial Closure)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	31/03/2024

### **Other Key Timescales**

6.46 The key timescales are:

- Start of work on site – March 2022.
- Completion of infrastructure work on site – March 2023

### **Assurance Tolerances**

<b>Assurance tolerances</b>
Combined Authority costs should remain within 10% of the costs set out in this report. The programme timescales should remain within three months of the timescales set out in this report.

### **Appraisal Summary**

- 6.47 The Strategic and Commercial Cases for the project are well established. The scheme contributes to the Strategic Economic Framework (SEF) priorities of clean energy and environmental resilience and infrastructure for growth. It also contributes to the Leeds City Region COVID-19 Strategic Economic Response and Recovery Plan.
- 6.48 The business case presents a clear, research-based need for the project, establishing the potential for increasing number of bus users and making travelling by bus, on foot or bike attractive to private car drivers. The impacts of the interventions have been quantified demonstrating that the project aims are achievable, and scheme is affordable.
- 6.49 The Benefit Cost Ratio (BCR) for the preferred option for scheme delivery is 1.7:1, which represents medium value for money. This is a reduction from the indicative BCR of 2.2:1 presented at strategic outline case. This BCR reduction is due to the expansion of scheme's scope owing to the TCF programme now delivering the 'high scenario' of the bid and inclusion of the TCF wide behaviour package in the scheme's outline business case. This expansion of scope increased the number of real time information display units from 146 to 500. The qualitative benefits of the scheme overall outweigh the reduction in BCR.
- 6.50 The scheme business case demonstrates deliverability within the TCF programme delivery timescales of March 2023. The TCF programme-wide behaviour change package will continue beyond this date to maximise the impacts of the infrastructure which the TCF programme will have delivered.

### **Recommendations**

- 6.51 The Combined Authority approves that:
- (i) The TCF Network Navigation project proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case)

- (ii) An indicative approval to the total project value of £15.500 million, comprising of £15.200 million from the Transforming Cities Fund, and £0.300 million from Local Transport Plan Integrated Transport Block, is given.
- (iii) Development costs of £0.200 million are approved to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £0.360 million.
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

<b>Project Title</b>	<b>CityConnect Phase 3 Canals - Leeds Liverpool Shipley</b>		
<b>Stage</b>	2 (development)		
<b>Decision Point</b>	4 (full business case)		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:			
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### **Background**

- 6.52 This scheme forms part of the CityConnect Programme, a programme of cycling and walking improvements in the Leeds City Region which is being delivered by the Combined Authority together with the five District Partners, Sustrans and Canal and River Trust. CityConnect aims to make it easier and safer to get around by bike and on foot, improving access for residents and visitors to the local area, increasing travel options and reducing congestion.
- 6.53 This scheme will build upon the towpath routes already upgraded along the Leeds & Liverpool Canal between Shipley and Silsden. It will deliver 4.46km of towpath upgrades which will provide a high-quality cycling and walking route in the district of Bradford, between Shipley to Apperley Bridge (3.46km), and Silsden to the West Yorkshire border (1km).
- 6.54 The scheme will aim to increase the towpath widths available for people travelling on foot or on bike as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment. The scheme aims to Increase the number of walking and cycling trips by 20% and 66% respectively on the route; reduce carbon emissions by increasing bike trips by 5% and create a safer environment leading to a reduction in commuter accidents by up to 20%.
- 6.55 This scheme originally formed part of CityConnect Phase 3 Canals project which received its decision point 3 (outline business case) approval from combined authority in September 2020. Following on from this, for deliverability purposes, the scheme was split into two schemes. The first scheme covers towpath upgrades between Milnsbridge and Slaithwaite on the Huddersfield Narrow Canal and the second scheme covers towpath upgrade on Leeds & Liverpool canal between Shipley to Apperley Bridge and Silsden to West Yorkshire boundary, which are now progressed through assurance framework separately.

- 6.56 The Leeds and Liverpool Canal scheme has two phases; the Shipley phase 1 is funded by the West Yorkshire plus Transport Fund and Getting Building Fund, and the Silsden phase 2 is funded by Getting Building Fund and a source of funding yet to be secured (the programme team is confident of securing the funding by autumn 2021).
- 6.57 Approval is sought for the scheme overall with the delivery of part of the second phase (section 4) conditional on securing the remaining funding. This part of the scheme is already part funded by the Getting Building Fund and the remaining funding is anticipated to be secured soon after approval. Approval is sought at this stage due to expediency of delivery of the scheme and securing its outputs and benefits within timescales established by the Government for the Getting Building Fund.
- 6.58 The scheme will be managed by the Canal and River Trust in partnership with the West Yorkshire Combined Authority and contribute towards the Strategic Economic Framework (SEF) priorities of boosting production, inclusive growth, tackling the climate emergence and delivering 21<sup>st</sup> century transport.
- 6.59 A summary of the scheme's business case and location map is included in **Appendix 4**.

#### **Tackling the Climate Emergency Implications**

- 6.60 The scheme by delivering upgraded towpath infrastructure will encourage more people to travel by bike or on foot instead of private cars, this will help reduce carbon emissions and deliver wider social benefits in the local community.

#### **Outputs, Benefits and Inclusive Growth Implications**

- 6.61 The key output of this scheme is:
- 4.46km of traffic free cycling routes. including towpath upgrades at Dock swing bridge, Strangford swing bridge to Dobson bottom lock in phase 1 and towpath improvements at Silsden road bridge to Cowling swing bridge in phase 2. The Silsden section will provide a continuation of the Airedale Greenway route beyond Silsden, complementing previous CityConnect work completed on the canal towpath from Silsden to Riddlesden.
  - The scheme through its wider benefits will deliver air and noise quality improvements, reduction in carbon emissions and with providing enhanced walking and cycling routes will contribute to delivering health benefits in the community.
- 6.62 The benefit cost ratio for this scheme is 4.16:1, which represents very high value for money.

#### **Risks**

- 6.63 The scheme risks include:

- If further funding is not secured the delivery and procurement strategy of this scheme will need to be reviewed. This is being mitigated by other avenues of match funding being actively explored to fill the funding gap and by closely managing the budget schedule for approved funding for this scheme. The phase 2 works will not start until the match funding has been secured.
- Poor weather may cause delays to construction works, this will be mitigated by allowing sufficient weather risk allowance to be built in the construction dates and start on site as soon as possible by phased works packages. The canal will be emptied of water where possible to allow wash wall repairs in winter and transfer weather related risk from combined authority to the contractor.

### **Costs**

- 6.64 The scheme cost is £1.981 million, which will be funded from West Yorkshire Transport Fund (£1.057 million), Getting Building Fund (£0.500 million) and alternative sources for £0.424 million are currently being explored.
- 6.65 Early contractor engagement has provided strong confidence in scheme cost figures and as such alternative sources to cover this funding gap are being explored.
- 6.66 The total scheme cost has increased by £1.261 million to the Combined Authority from £0.720 million (for development of 3 sections) at outline business case to £1.981 million (for development of 4 sections) at this full business case. There reasons for this cost increase are:
- Further detailed design work.
  - Survey findings – mainly additional wash wall repairs.
  - Additional funding from GBF allowed for an increase in scope for an additional towpath upgrade from Silsden to the West Yorkshire boundary.
- 6.67 The Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £1.981 million.

### **Assurance Pathway and Approval Route**

<b>Assurance pathway</b>	<b>Approval route</b>	<b>Forecast approval date</b>
Decision Point 4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team  Decision: Combined Authority	29/07/2021
Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team	04/10/2021

	Decision: Combined Authority's Director of Delivery	
Decision Point 5 (Delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	31/03/2022
Decision Point 6 (Financial Closure)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	28/02/2023

### **Other Key Timescales**

- Start on site October 2021.
- Complete on-site February 2022.

### **Assurance Tolerances**

<b>Assurance tolerances</b>
That the total project cost remains within 10% of the costs identified within this report. That the project delivery timescale remains within 3 months of the timescales identified within this report.

### **Appraisal Summary**

- 6.68 The scheme has a strong strategic fit to the Strategic Economic Framework (SEF) priorities of boosting production, tackling the climate emergency, delivering 21<sup>st</sup> century transport and inclusive growth. The scheme will infill gaps or build on improvements delivered through the CityConnect programme.
- 6.69 The scheme's total cost is £1.981 million with £0.424 million of this being unsecured. There are at least two sources of funding which are actively being explored with confidence and are highly likely to be secured. Approval is sought at this stage (with a conditional approval for section 4 of phase 2) due to expediency of delivery and the requirement to deliver the outcomes and benefits in time for the Getting Building funded elements of the scheme. Given the funding gap and tight timescales to deliver the Getting Building Fund it is recommended that the scheme is delivered in a phased approach delivering 3 sections whilst gap funding is secured for section 4.
- 6.70 The Benefit Cost Ratio (BCR) for the preferred option for scheme delivery is 4.16:1 which represents a very high value for money. The scheme will be delivered by the Canal and River Trust and overall management will be through the Combined Authority's CityConnect Programme.

## Recommendations

- 6.71 The Combined Authority approves that, subject to the conditions set by PAT:
- (i) The CityConnect Phase 3 Canals - Leeds Liverpool Shipley scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (Delivery).
  - (ii) Approval to the Combined Authority's contribution of £1.981 million which will be funded from West Yorkshire plus Transport Fund (£1.057 million), Getting Building Fund (£0.500 million) and £0.424 million yet to be secured is given. The total scheme value is £1.981 million.
  - (iii) The Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £1.981 million.
  - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

## Conditions

- 6.72 The following conditions have been set by PAT to gain Approval to Proceed to Delivery:

### Phase 1

- (i) The total scheme cost is within those set out in the FBC approval.
- (ii) Baseline data is presented to the Combined Authority's PMA team before start on site.

### Phase 2

- (i) The total scheme cost is within those set out in the FBC approval.
- (ii) Confirmation that the remaining £0.424 million of funding required has been secured.

<b>Project Title</b>	<b>CityConnect Phase 3 Canals - Huddersfield Narrow Canal (HNC) Phase 2</b>		
<b>Stage</b>	2 (development)		
<b>Decision Point</b>	4 (full business case)		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:			
Are there implications for equality and diversity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

### **Background**

- 6.73 This scheme forms part of the CityConnect Programme, a programme of cycling and walking improvements in the Leeds City Region being delivered by the Combined Authority together with the five District Partners, Sustrans and The Canal and River Trust. CityConnect aims to make it easier and safer to get around on foot and by bike, improving access for residents and visitors to the local area, increasing travel options and reducing congestion.
- 6.74 This scheme will build upon the towpath routes already build upon the CityConnect scheme and will deliver 4.3km of improved towpath from Milnsbridge (Lock 11) to Slaithwaite Centre on the Huddersfield Narrow canal.
- 6.75 The scheme will aim to increase the towpath widths available for people travelling on foot or on bike as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment. The scheme aims to Increase the number of walking and cycling trips by 20% and 66% respectively on the route; reduce carbon emissions by increasing bike trips by 5% and create a safer environment leading to a reduction in commuter accidents by up to 20%.
- 6.76 This scheme originally formed part of CityConnect Phase 3 Canals project which received its decision point 3 (outline business case) approval from combined authority in September 2020. Following on from this, for deliverability purposes, the scheme was split into two schemes. The first scheme covers towpath upgrades between Milnsbridge, and Slaithwaite on the Huddersfield Narrow Canal and the second scheme covers towpath upgrade on Leeds & Liverpool canal between Shipley to Apperley Bridge and Silsden to West Yorkshire boundary, which are now progressed through assurance framework separately.

- 6.77 The scheme will be managed by the Canal and River Trust in partnership with the West Yorkshire Combined Authority and contribute to the Strategic Economic Framework (SEF) priorities of boosting production, tackling the climate emergency, delivering 21<sup>st</sup> Century transport and inclusive growth.
- 6.78 A summary of the scheme's business case and location map is included in **Appendix 5**.

### **Tackling the Climate Emergency Implications**

- 6.79 The scheme by delivering upgraded towpath infrastructure will encourage more people to travel by bike or on foot instead of private cars, this will help reduce carbon emissions and deliver wider social benefits in the local community.

### **Outputs, Benefits and Inclusive Growth Implications**

- 6.80 The scheme outputs and benefits include:
- 4.3km of improved towpath from Milnsbridge (Lock 11) to Slaithwaite Centre.
  - The scheme will make an important contribution to achieving the West Yorkshire Transport Strategy's target of 300% more trips to be made on bike by 2027 and increasing the proportion of people cycling and walking to 3% and 22% respectively.
  - Reduction in cyclist road traffic accidents by up to 20%.
  - Infilling gaps in the CityConnect network and upgrading towpath route will aim to deliver inclusive growth by making access to employment, education, and training opportunities easier.
  - The core benefit cost ratio for this scheme has been calculated as 0.99:1 which represents low value for money. However, wider social and environmental benefits including safer alternatives for walking and cycling avoiding busy A62 outweigh the benefit cost evaluation.
  - There are two known accessibility issues along the towpath. This scheme is not introducing any new accessibility concerns and is seeking to mitigate known accessibility issues along the towpath by supporting Kirklees Council in exploring alternative methods to make towpath accessible to all. These alternative interventions are not part of the scope of this scheme as they would delay the scheme.

### **Risks**

- 6.81 The key risks of this scheme are:
- There is a risk that the start on site is delayed, this will be mitigated by effective management of the project delivery plan and access negotiations and delivering in phases where appropriate.

- Poor weather may cause delays to construction works, this will be mitigated by allowing sufficient weather risk allowance to be built in the construction dates and start on sight as soon as possible by phased works packages. The canal will be emptied of water where possible to allow wash wall repairs in winter and transfer weather related risk from combined authority to the contractor.

### **Costs**

- 6.82 The total indicative scheme cost is £1.371 million, which is funded from West Yorkshire Transport fund (£0.643 million) and Active Travel fund (£0.728 million).
- 6.83 The scheme cost has increased by £0.752 million to the Combined Authority from £0.643 million at outline business case to a total scheme cost of £1.371 million) at this full business case. There reasons for this cost increase are:
- Further detailed design work
  - Survey findings – mainly additional wash wall repairs
- 6.84 The Combined Authority will enter into an addendum to the existing funding agreement with the Canal and River Trust from the West Yorkshire plus Transport Fund and into an addendum to the existing funding letter with Kirklees Council from the Active Travel Fund.

### **Assurance Pathway and Approval Route**

<b>Assurance pathway</b>	<b>Approval route</b>	<b>Forecast approval date</b>
Decision Point 4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	29/07/2021
Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	04/10/2021
Decision Point 5 (Delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	31/03/2022
Decision Point 6 (Financial Closure)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	31/03/2021

### **Other Key Timescales**

- Start on site October 2021.
- Complete on-site February 2022

### **Assurance Tolerances**

<b>Assurance tolerances</b>
That the total project cost remains within 10% of the costs identified within this report. That the project delivery timescale remains within 3 months of the timescales identified within this report.

### **Appraisal Summary**

- 6.85 The scheme has a strong strategic alignment with the Strategic Economic Framework (SEF) priorities of boosting production, tackling the climate emergency, delivering 21<sup>st</sup> century transport and inclusive growth.
- 6.86 The scheme will infill gaps or extend earlier CityConnect programme improvements on the canal towpaths. The schemes total cost is £1.371 million funded through WY+TF and Active Travel funding.
- 6.87 The business case presents a clear, research-based need for the project, establishing the potential for reducing accidents amongst people travelling on bike. Through the improved towpath infrastructure, the scheme also aims at encouraging the number of people travelling on foot or bike instead of private cars. The impacts of the interventions have been quantified demonstrating that the project aims are achievable, and scheme is affordable.
- 6.88 The Benefit Cost Ratio (BCR) for the preferred option for scheme delivery is 0.99:1, which represents a low value for money. However, overall health and safety benefits delivered through this scheme outweigh the benefit cost assessment. The scheme will be delivered by the Canal and River Trust and overall management will be through the Combined Authority's CityConnect Programme.

### **Recommendations**

- 6.89 The Combined Authority approves that, subject to the conditions set by PAT:
- (i) The CityConnect Phase 3 Canals – Huddersfield Narrow Canal Phase 2 scheme proceeds through Decision Point 4 (full business case) and work commences on Activity 5 (Delivery)
  - (ii) Approval to the Combined Authority's contribution of £1.371 million (which will be funded through £0.643 million from the West Yorkshire plus Transport Fund and £0.728 million from the Active Travel Fund) is given. The total scheme value is £1.371 million.

- (iii) The Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £0.643 million from the West Yorkshire plus Transport Fund.
- (iv) The Combined Authority enters into an addendum to the existing funding letter with Kirklees Council for expenditure of up to £0.728 million from the Active Travel Fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

#### Conditions

- 6.90 The following conditions have been set by PAT to gain Approval to Proceed to Delivery:
- (i) The total scheme cost is within those set out in the FBC approval.
  - (ii) Baseline data is presented to the Combined Authority's PMA team before start on site.

<b>Project Title</b>	<b>Halifax Bus Station</b>		
<b>Stage</b>	2 (development)		
<b>Decision Point</b>	5 (full business case with finalised costs)		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:			
Are there implications for equality and diversity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

### **Background**

- 6.91 On 11 March 2020, Government approved £317 million towards the Combined Authority’s Transforming Cities Fund (TCF) bid. The TCF brings together collective schemes from across West Yorkshire to improve access to cycling, walking, and public transport.
- 6.92 The Halifax Bus Station scheme was allocated funding as part of the ‘Halifax Walking, Cycling, and Bus Transformation Package’. The package also includes delivery of the Halifax Rail Station Access scheme as well as a series of smaller, complimentary Bus Priority and Walking & Cycling interventions within Halifax town centre. Following approval of the package at strategic outline case (SOC) each scheme is coming forward independently with its own business case for progression through the Combined Authority’s Assurance Framework.
- 6.93 The redeveloped Halifax Bus Station located north of the town centre will replace the existing facility to deliver a modern, fit for purpose bus station to serve as a public transport gateway into the town centre for residents and visitors to Calderdale. The scheme will support growth in Halifax town centre, supporting the aspirations of the Halifax Town Centre Delivery Plan and complementing schemes being delivered through the Halifax TCF package and the WY+TF, primarily its interface with the A629 phase 2 Halifax town centre scheme.
- 6.94 The scheme will deliver a modern, environmentally friendly building design that integrates with its surrounding heritage including a new fully enclosed level concourse facility with a customer information point, toilets, and retail. The scheme also provides enhanced entry and access for people travelling on foot or bikes with better links to key destinations in Halifax town centre such as Wool Shops, the Piece Hall, Dean Clough, and new Trinity Sixth Form College.

- 6.95 Delivery of this scheme will result in the smoother integration between bus and rail travel, cycling and walking through enhanced cycle parking and better travel information through links to rail real time information, therefore supporting the growth in number of bus users, enhanced public safety and improved interchange between non-car modes, encouraging modal shift to a low emission transport system.
- 6.96 The scheme has come forward at full business case with final costs with a total scheme cost of £17.700 million, of which £17.295 million is to be funded through TCF and £0.405 million contribution from the WY+TF.
- 6.97 The scheme cost and subsequently the TCF allocation reflects an increase of £1.895 million from the previous full business case approval of £15.805 million. This is attributed to the rising cost of construction materials, a diversion of a high voltage cable at the new emergency exit onto Winding Road (following the discovery of the shallow cables following a trial hole survey), complex construction phasing required to keep six temporary bus stands on site, remedial works to the historical buildings on site and temporary bus provision in response to an independent accessibility audit. The increase in costs will be borne from the TCF Programme level risk, contingency, and inflation allowance, which is manageable with in the TCF funding.
- 6.98 A summary of the scheme's business case and location map is included in **Appendix 6**.

### **Clean Growth / Climate Change Implications**

- 6.99 The scheme supports delivery of the Leeds City Region's 'net carbon neutral target for transport by 2038' by delivering an energy efficient, modern bus station, improving its operational efficiency and environmental performance through design features such as installation of heat pumps, the provision of Photo-Voltaic solar panels (for energy generation), and a green roof, which will also deliver biodiversity benefits.
- 6.100 The redeveloped bus station will also improve connectivity between bus, rail, walking & cycling, encouraging modal shift from the car, whilst it will also install ducting (enabling works) for the future provision of electric charge points and the operation of electric buses at the station, further supporting ambitions of Clean Growth and a low emission sustainable transport system.

### **Outputs, Benefits, and Inclusive Growth Implications**

- 6.101 The scheme outputs and benefits include:
- 5% increase in the number of people using the bus station three years after opening.
  - 90% reduction in reported pedestrian infringements in the bus operating area one year after the opening.
  - A 50% improvement in customer satisfaction one year after opening.

- Reduced bus station operating costs with income from the retail operations of the bus station to increase by £10,000 five years after opening.
- Support the Leeds City Region's net carbon neutral target for transport by 2038, with delivery of an energy efficient bus station and inclusion of enabling works (electrical ducting) to support future introduction of charge points and electric buses.
- Compatibility with the A629 phase 2 Halifax Town Centre scheme, supporting improved bus journey times and journey quality, and better accessibility and connectivity to education, employment, housing, and retail.
- The value for money assessment reflects a benefit cost ratio (BCR) of 2.76:1 which represents high value for money.
- To allow for better social distancing provisions within the bus station the scheme design was amended to introduce separate drop-off and boarding stands therefore enhancing safety measures and user experience of the bus station users.
- The scheme supports inclusive growth and a better quality of life (health benefits) through improved public transport service (allows bus operators to improve their offer) and will encourage travelling on foot or on bike instead of private cars, therefore, reducing congestion and carbon emission levels, resulting in improvement to the air quality.

## **Risks**

6.102 The scheme risks include:

- Cost of moving statutory services, incurring additional cost and delay to the programme. Mitigation: Records have been obtained and will continue to be reviewed through the design process. There may be a requirement for trial holes to accurately locate services before construction commences. Location of incoming supplies to the existing bus station have been identified and the design amended to avoid moving these.
- Environmental issues affect the deliverability of the scheme. Mitigation: Environmental work has been undertaken so far including the ecology walk over and geotechnical desk study. No unforeseen risks have been identified, but this will continue to be reviewed as the environmental work is continued.
- COVID-19 restrictions may delay site surveys required before a construction tender can be issued and the commencement of construction works. Mitigation: The scheme is frequently liaising with suppliers to ensure compliance with Government guidance.
- That the Variation Planning Application is rejected incurring additional cost and time delays. Mitigation: Early engagement has been had with the Planning Authority with confidence that consent will be granted.

## Costs

6.103 The scheme costs are:

- The total scheme cost is £17.700 million, of which £17.295 million to be funded through the Combined Authority's TCF Programme, and £0.405 million from West Yorkshire plus Transport Fund.
- The scheme now seeks approval of an additional £16.17 million from the TCF programme, taking the total approval to £17.295 million to progress the scheme to Delivery.

6.104 The Covid-19 pandemic effect on supply chains significantly increased the cost of construction materials that could have not been reasonably included in cost estimates. This issue was further impacted by the Grenfell disaster impacting the subsequent type and availability of construction materials in the market. There were further impacts on the scheme timescale due to the requirement to keep a minimum of six operational bus stands on-site throughout the construction period which has extended the construction period and increased costs. A diversion of a high voltage cable at the new emergency exit onto Winding Road (following the discovery of the shallow cables following a trial hole survey), remedial works to the historical buildings on site and temporary bus provision in response to an independent accessibility audit all resulted in cost increases. All these factors resulted in an overall increase of scheme cost by £2.695 million. In parallel to this value engineering was undertaken to review the existing scheme design and costs and this resulted in cost savings of £0.8 million identified by the changing of paving materials and changing the roof design from timber to steel. This has resulted in a net cost increase of £1.895 million from the previous full business case approval of £15.805 million. Therefore, the total cost of the scheme at this decision point is £17.700 million.

6.105 The increase in costs will be borne from the TCF Programme level risk, contingency, and inflation allowance. In its endorsement of the additional funding, the TCF Programme Board considered the criteria for 'exceptional circumstances', i.e., where cost for materials rise due to inflationary impacts from Covid-19 and Brexit. It is to be noted the increase in funding to the Bus Station does not affect the TCF budget allocated to the Halifax Rail Station Access scheme and the complimentary Halifax Bus Priority and Walking & Cycling proposals.

6.106 The Combined Authority will enter into a Memorandum of Understanding Agreement with Calderdale Council for expenditure up to £50,000 from the TCF programme for activities associated with the temporary provisions, i.e., temporary traffic regulation orders, as well as the final scheme i.e., necessary signing and lining changes to the highway access to the bus station.

6.107 For information, a bid has made for the Levelling Up Fund for this scheme. A decision is still awaited on whether it has been successful.

## **Assurance Pathway and Approval Route**

<b>Assurance pathway</b>	<b>Approval route</b>	<b>Forecast approval date</b>
5 (full business case with finalised costs)	Recommendation: Investment Committee Decision: Combined Authority	29/07/2021
6 (delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	28/07/2023

## **Other Key Timescales**

- Construction Contract Award August 2021
- Complete site vacation August 2021
- Construction commences September 2021
- Practical Completion (construction complete) July 2023

## **Assurance Tolerances**

<b>Assurance tolerances</b>
That any cost increase remains within 5% of costs set out in this report. That any delay to the Practical Completion date remains within 3 months of timescales set out in this report.

## **Appraisal Summary**

- 6.108 The primary risk had been affordability, which it has now addressed by securing additional funding from the TCF programme risk, contingency, and inflation allowance. An independent assessment of the contractor's costs has been undertaken and value engineering of costs has taken place to reduce scheme costs where possible to off-set increases elsewhere.
- 6.109 The delay in developing the final costs and a better understanding of the construction programme does result in the Practical Completion date going beyond March 2023 (TCF spend deadline), but this can be managed. It is recognised this scheme is in a much more advanced position when compared to other schemes within the TCF programme.
- 6.110 Deliverability has also been satisfied with the scheme confirming Planning and Listed Building Consent was granted and with a contractor in place to deliver the construction works as part of its Design & Build contract. The contractor has also supported business case development through its Early Contractor Involvement role, supporting the mitigation of risks and development of robust costs.

- 6.111 A Variation Planning Application has had to be submitted given changes to the scheme design. Determination is expected by August 2021. The changes appear justified and do not impact the overall offer to users.
- 6.112 Despite being unsuccessful in securing funding through the TCF Carbon Mitigation Fund, the scheme has managed to retain most of the carbon reducing features and took a decision that paying a slightly higher cost for better and more environmentally friendly options would better support the scheme in improving the operational and environmental performance of the building. It has demonstrated this through a comparative assessment which shows an embodied carbon saving of 11.7 tonnes (CO2 emitted from producing and transfer of materials) and an annual operating carbon saving of 3.4 tonnes (energy used to keep the building warm, cool, ventilated, lit, and powered) when compared against the cheaper options.
- 6.113 The value for money assessment gives sufficient confidence of a high value for money for this scheme, although it is acknowledged it is sensitive to the WY+TF A629 Phase 2 scheme going ahead.

### **Recommendations**

- 6.114 The Combined Authority approves:
- (i) The Transforming Cities Fund Halifax Bus Station scheme proceeds through decision point 5 and work commences on activity 6 (Delivery).
  - (ii) Approval to total scheme costs of £17.700 million is given, of which the Combined Authority to contribute £17.295 million from the Transforming Cities Fund and £0.405 million from the West Yorkshire plus Transport Fund.
  - (iii) The Combined Authority enters into a Memorandum of Understanding Agreement with Calderdale Council for expenditure up to £50,000 from the Transforming Cities Fund.
  - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

## **Projects in Stage 3: Delivery and Evaluation**

There are no schemes to review at this stage.

### **7 Tackling the Climate Emergency Implications**

7.1 The Climate Emergency implications have been considered on all projects included in this report as part of their business case development.

### **8 Inclusive Growth Implications**

8.1 The inclusive growth implications have been considered on all projects included in this report as part of their business case development.

### **9 Equality and Diversity Implications**

9.1 Equality Impact Assessments (EQIA) have been undertaken on all projects included in this report as part of their business case development.

### **10 Financial Implications**

10.1 The report seeks endorsement to expenditure from the available Combined Authority funding as set out in this report.

### **11 Legal implications**

11.1 The payment of funding to any recipient will be subject to a funding agreement being in place between the Combined Authority and the organisation in question.

### **12 Staffing implications**

12.1 A combination of Combined Authority and local Partner Council project, programme and portfolio management resources are or are in the process of being identified and costed for within the schemes in this report.

### **13 External consultees**

13.1 Where applicable scheme promoters have been consulted on the content of this report.

### **14 Recommendations (Summary)**

#### **Clifton (Calderdale) Enterprise Zone Business Rates Receipt**

14.1 The Combined Authority approves that:

- (i) Calderdale Council retains future business rates income generated from the Clifton Enterprise Zone (up to March 2042) with the following conditions.

## Conditions

- (ii) Approval of the Clifton EZ scheme through the Combined Authority's Assurance Framework and the Council entering into an appropriate investment agreement(s) with the Combined Authority.
- (iii) The total future business rates income from the Clifton EZ site to be retained by the Council in support of the scheme will be the minimum required to match fund the project after all other funding has been secured and shall only be used for the project as defined in the full business case (which is pending approval).
- (iv) The Council securing all further match-funding to deliver the scheme.
- (v) Evidence of a Council resolution to prudentially borrow the necessary funding in support of the scheme for which the business rates income is being sought.
- (vi) Where the Council is the landowner (including after any land acquisitions or Compulsory Purchase required to progress the scheme), the reinvestment of capital receipts due to the Council from future land sales on the Clifton site into the total funding package.
- (vii) This is a standalone decision for the Clifton EZ site and should not be viewed as a regional precedent for other emerging projects on EZ or other sites in the future.

## **British Library for the North (Temple Works)**

14.2 The Combined Authority approves that:

- (i) The British Library North (Temple Works) scheme proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval of £25 million (to be funded through the Combined Authority's devolution deal) is given. The total forecast scheme value is £69.910 million.
- (iii) Approval of £5.35 million development costs to progress the scheme to decision point 3 (outline business case).
- (iv) The Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £5 million from the Combined Authority's devolution deal.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

### **TCF Network Navigation**

14.3 The Combined Authority approves that:

- (i) The TCF Network Navigation project proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case)
- (ii) An indicative approval to the total project value of £15.500 million, comprising of £15.200 million from the Transforming Cities Fund, and £0.300 million from Local Transport Plan Integrated Transport Block, is given.
- (iii) Development costs of £0.200 million are approved to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £0.360 million.
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

### **CityConnect Phase 3 Canals - Leeds Liverpool Shipley**

14.4 The Combined Authority approves that, subject to the conditions set by PAT:

- (i) The CityConnect Phase 3 Canals - Leeds Liverpool Shipley scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (Delivery).
- (ii) Approval to the Combined Authority's contribution of £1.981 million which will be funded from West Yorkshire plus Transport Fund (£1.057 million), Getting Building Fund (£0.500 million) and £0.424 million yet to be secured is given. The total scheme value is £1.981 million.
- (iii) The Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £1.981 million.
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

### **Conditions**

The following conditions have been set by PAT to gain Approval to Proceed to Delivery:

#### **Phase 1**

- (i) The total scheme cost is within those set out in the FBC approval.

- (ii) Baseline data is presented to the Combined Authority's PMA team before start on site.

### Phase 2

- (i) The total scheme cost is within those set out in the FBC approval.
- (ii) Confirmation that the remaining £0.424 million of funding required has been secured.

### **CityConnect Phase 3 Canals – Huddersfield Narrow Canal Phase 2**

14.5 The Combined Authority approves that, subject to the conditions set by PAT:

- (i) The CityConnect Phase 3 Canals – Huddersfield Narrow Canal Phase 2 scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (Delivery).
- (ii) Approval to the Combined Authority's contribution of £1.371 million (which will be funded through £0.643 million from the West Yorkshire plus Transport Fund and £0.728 million from the Active Travel Fund) is given. The total scheme value is £1.371 million.
- (iii) The Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £0.643 million from the West Yorkshire plus Transport Fund.
- (iv) The Combined Authority enters into an addendum to the existing funding letter with Kirklees Council for expenditure of up to £0.728 million from the Active Travel Fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

### Conditions

The following conditions have been set by PAT to gain Approval to Proceed to Delivery:

- (i) The total scheme cost is within those set out in the FBC approval.
- (ii) Baseline data is presented to the Combined Authority's PMA team before start on site.

### **Transforming Cities Fund Halifax Bus Station**

14.6 The Combined Authority approves:

- (i) The Transforming Cities Fund Halifax Bus Station scheme proceeds through decision point 5 and work commences on activity 6 (Delivery).

- (ii) Approval to total scheme costs of £17.700 million is given, of which the Combined Authority to contribute £17.295 million from the Transforming Cities Fund and £0.405 million from the West Yorkshire plus Transport Fund.
- (iii) The Combined Authority enters into a Memorandum of Understanding Agreement with Calderdale Council for expenditure up to £50,000 from the Transforming Cities Fund.
- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

## **15 Background Documents**

15.1 None as part of this report.

## **16 Appendices**

**Appendix 1** – Background to the Combined Authority’s assurance framework

**Appendix 2** – British Library North (Temple Works) – Business Case Summary

**Appendix 3** – TCF: Network Navigation – Business Case Summary

**Appendix 4** – CityConnect Phase 3 Canals - Leeds Liverpool Shipley – Business Case Summary

**Appendix 5** - CityConnect Phase 3 Canals – Huddersfield Narrow Canal Phase 2 – Business Case Summary

**Appendix 6** – Transforming Cities Fund: Halifax Bus Station- Business Case Summary

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## Capital Spend and Project Approvals

### Appendix 1 - Assurance Framework

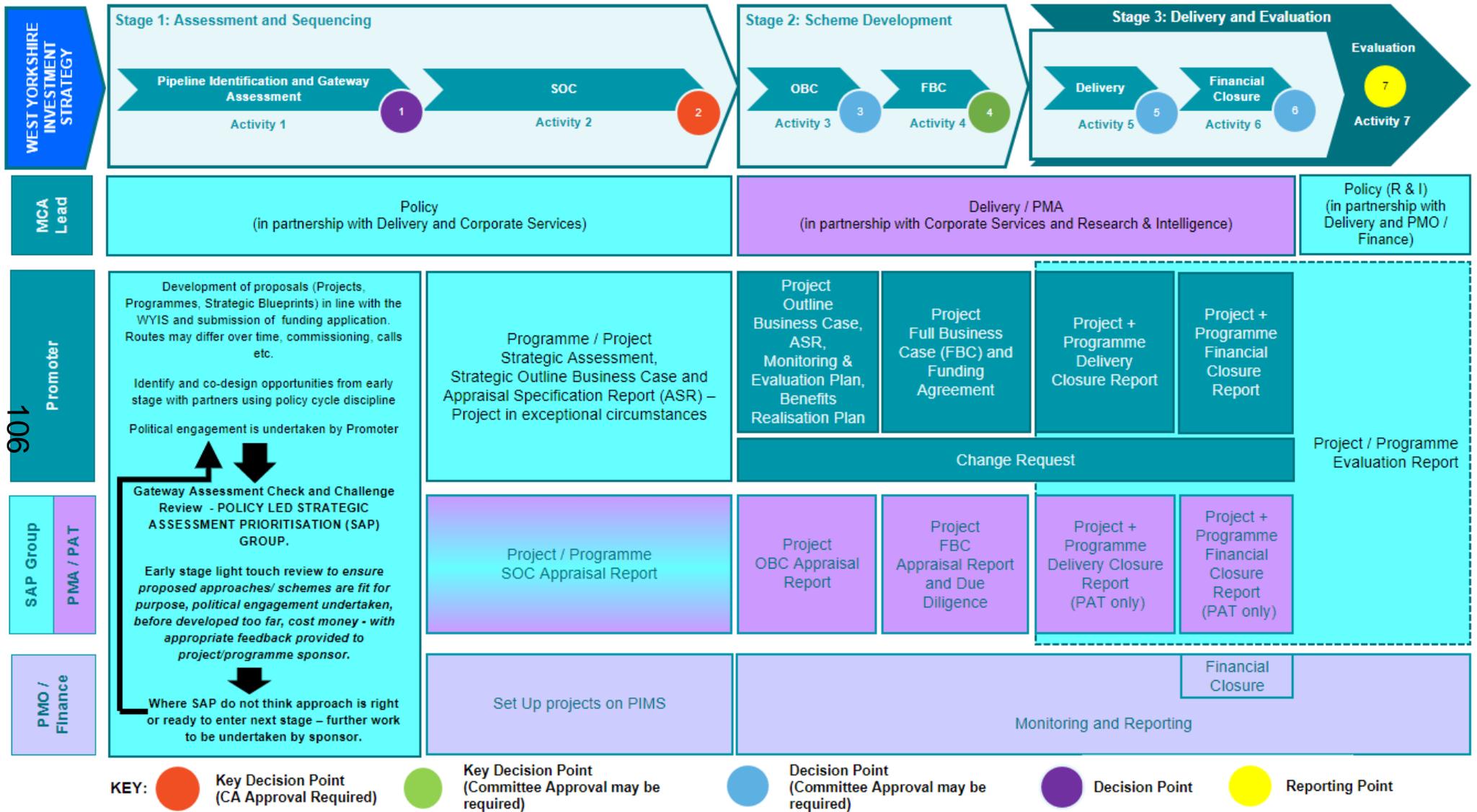
#### 1 Assurance Framework

- 1.1 The Combined Authority's Assurance Framework was developed in 2015 as part of the Growth Deal with Government. Its purpose is to ensure that the necessary systems and processes are in place to manage funding effectively, and to ensure the successful delivery of the Strategic Economic Framework (SEF) ambitions. Its focus is to ensure that necessary practices and standards are implemented to provide the Government, Combined Authority, the Leeds Enterprise Partnership (LEP) and local partners with assurance that decisions over funding (and the means by which these decisions are implemented) are proper, transparent and deliver value for money. It covers all projects and programmes funded from Government or local sources that flow through the LEP and Combined Authority.
- 1.2 The Assurance Framework must be reviewed annually as stipulated by Government, however, due to the West Yorkshire Devolution Deal, the Assurance Framework has been subject to an extensive in-year review for the Mayoral arrangements to be adopted.
- 1.3 This review has now taken place and government approved the updated Assurance Framework, which was implemented on 3 February 2021. Decision making remains the same in the new Assurance Framework, i.e. approval is required at Combined Authority (CA) for all programmes and projects at least once in their lifetime and this is usually at decision point 2 (Strategic Outline Case). The Assurance Pathway and Approval Route is also set at this point.

#### **Assurance Process**

- 1.4 The new Assurance Process is set out below:

New



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- 1.5 The new process includes the West Yorkshire Investment Strategy (WYIS) and removes the Full Business Case with finalised costs (FBC+) stage. There are no other significant changes from the previous process, and there will be little effect on the Combined Authority's existing funding programmes and projects.
- 1.6 The process still retains the same flexibility, in that each project or programme will be set a bespoke approval pathway and approval route to be followed. This may be to delegate decisions to a Committee, Managing Director (MD) etc. or it may be that certain decision point approvals are not required, or that bid documents to other government departments can be utilised. Furthermore, development costs can be funded at decision point 1 and beyond.
- 1.7 Activity 3 (OBC) and Activity 4 (FBC) remain however, the FBC+ (or previous Activity 5) is not now required. Instead, at FBC (Decision Point 4), PAT sets conditions that must be met before full approval of funding is given and the project has Approval to Proceed to Delivery (Activity 5).
- 1.8 In line with the recently revised Green Book, in assessing value for money, a stronger emphasis can now be placed on the strategic case and how the strategic objectives and priorities of the Combined Authority will be met through the delivery of the project. This might for example include, but not limited to, supporting the climate change and good growth agenda (the Combined Authority aims to achieve net-zero by 2038), supporting an increase in active mode and public transport use and / or supporting / accelerating housing development. The specific approach will be determined on a programme by programme basis as funding and investment streams come forward.
- 1.9 At Decision Point 5 a Delivery Closure Report is required, which is substantially the same as the previous draft project closure report.
- 1.10 At Activity 6 a Financial Closure Report is needed. This is the period when defects are made good and final accounts are agreed.
- 1.11 Activity 7 Evaluation will be managed by the Combined Authority's Research & Intelligence team. This is a reporting point not a decision point and takes place when the programme (or project in some circumstances), is completed. It includes an evaluation of the benefits, outcomes and economic impact compared to the overall programme objectives set out in the SOC. Insights and learning from the evaluation will also be fed back into policy and strategy in order to inform the design and development of future programmes and schemes. Interim evaluations may also be undertaken as required as set out in the Monitoring and Evaluation Plan.

## **2 Future assurance and approval route**

- 2.1 The tables for each scheme in the main report outline the proposed assurance process and corresponding approval route for the scheme. The assurance pathway sets out the decision points which the scheme must progress through and will reflect the scale and complexity of the scheme. The approval route

indicates which committees or officers will make both a recommendation and approval of the scheme at each decision point. A delegated decision can only be made by the Managing Director if this has received prior approval from the Combined Authority.

### **3 Tolerances**

- 3.1 In order for the scheme to follow the assurance pathway and approval route that is proposed in this report, it should remain within the tolerances outlined for each scheme. If these tolerances are exceeded the scheme needs to return to a Committee and/or the Combined Authority for further consideration.

### **4 Transition**

- 4.1 There will be a transition period to the new Assurance Framework due to business cases being submitted and appraised prior to the new Assurance Framework being approved by government. Schemes progressing under the previous process will be highlighted in the report.

## Scheme Summary

<b>Name of scheme:</b>	British Library North at Temple Works
<b>PMO scheme code:</b>	H&R-HER-001
<b>Lead organisation:</b>	Leeds City Council
<b>Applicable funding stream(s)</b>	Combined Authority's gainshare to fund the economic recovery.
<b>Approvals to date:</b>	West Yorkshire Devolution Deal (agreed on 11 March 2020).
<b>Forecasted full approval date</b>	June 2023
<b>Forecasted completion date</b>	Early to mid-2028
<b>Total scheme cost:</b>	£69.810 million
<b>Combined Authority funding:</b>	£25 million
<b>Other public/private sector funding:</b>	£44.810 million

### Scheme Description:

The British Library North (BLN) project aims to deliver a new British Library for the North, in Leeds. The preferred site is the Grade 1 listed building, Temple Works, located in the Southbank area of Leeds, one of the most deprived neighbourhoods in the city and amongst the 1% most deprived nationally.

A two phased approach is proposed to mitigate risk and safeguard the grant. The first phase costed at up to £5.35 million will fund temporary stabilisation work to allow safe access for specialist structural survey work, design work to confirm the viability of the building and a dedicated Programme Team to be based within the Combined Authority. The second phase will utilise the remaining allocation to develop and fit out the building, together with additional funding from LCC and British Library.

If the building proves viable, the project will involve the restoration and refurbishment of Temple Works to establish a new 8,000m<sup>2</sup> facility for the British Library. This will strengthen its presence in the north and provide learning, community, research, business incubation, events, and exhibition space to attract an estimated 500,000 visits each year.

The British Library identified Leeds as its preferred location based on its catchment, accessibility, the diversity of the population, its connectivity, and the ability to support and be supported by their existing storage and research facilities located at Boston Spa, near Wetherby.

Temple Works is on Historic England’s Heritage at Risk Assets register due to significant structural issues and is unlikely to be developed without public subsidy. The estimated cost of the new BLN is approximately £70 million.

British Library, Leeds City Council and the owner of Temple Works, Commercial Estates Group (CEG) have entered into a collaboration agreement, which will be formalised through further legal agreements, should the building prove viable for British Library.

**Business Case Summary:**

<p><b>Strategic Case</b></p>	<p>The scheme has a strong strategic case and forms a key element of the West Yorkshire Devolution Deal. The scheme is seeking approval for funding from the Combined Authority’s gainshare to fund the economic recovery.</p> <p>The scheme seeks to understand the potential public future use of a currently redundant, at risk, heritage building. Should British Library proceed, the repaired and refurbished building will house British Library North and make a positive contribution to the character, identity, and culture of the area through heritage regeneration and economic growth and will attract significant visitors to a deprived neighbourhood in Leeds City Centre.</p> <p>The scheme’s regeneration impact will begin to address a disconnect between the neighbourhood and the wider city and generate local cultural vibrancy and activity.</p> <p>The scheme supports Priority 1 (Growing Business) of the Strategic Economic Plan, as British Library North will create space for businesses and entrepreneurs and deliver access to knowledge and innovation infrastructure. The scheme also addresses Priority 2 (Skilled People, Better Jobs) as apprenticeship opportunities will be created during the refurbishment and construction phase.</p> <p>The delivery of the scheme supports the West Yorkshire Economic Recovery Plan, to generate a major transformation in a deprived neighbourhood.</p>
<p><b>Economic Case</b></p>	<p>As the submission is at Strategic Outline Case (SOC) full economic analysis has not yet been conducted. There are four overall options for the scheme including;</p> <ul style="list-style-type: none"> <li>• Do the minimum, which involves a controlled collapse of the Temple Works building.</li> <li>• Pre-let the building to a commercial occupier.</li> <li>• A less ambitious option would be the partial occupation by British Library.</li> <li>• The preferred option would be to use the 8,094m<sup>2</sup> of floorspace creating 45 net jobs in the culture sector and an estimated 500,000 visitors per year.</li> </ul>
<p><b>Commercial Case</b></p>	<p>Temple Works is one of the most significant industrial heritage assets in the north of England. The significant costs involved in repairing the Grade I listed building have resulted in a significant viability gap for</p>

	<p>commercial developers. It has remained vacant since 2004 and previous plans to bring it into commercial use have not succeeded.</p> <p>The repaired and refurbished building would house British Library North. The British Library already has a major presence in Boston Spa, near Leeds and through its Business and Intellectual Property Centre it supports entrepreneurs and innovators from ideas generation through to successfully launching and growing a business.</p> <p>Procurement will be undertaken by the owner and developer of Temple Works, CEG, who will also act as Development Manager for the scheme. CEG has committed to an approach that reflects Leeds City Council's procurement procedures.</p> <p>Consultants will be secured from appropriate procurement frameworks.</p>
<b>Financial Case</b>	<p>Total scheme costs at strategic outline case stage range from £64.3 million (low estimate) to £77.9 million (high estimate). The scheme is seeking a grant of up to £5 million from the £25 million from the Combined Authority's gainshare funding. An additional contribution of up to £52.9 million will come from other public and private sector funding. The scheme cost is an early estimate based on fit-out design and proof of concept design for the stabilisation, shell, and core phases of construction. The scheme cost includes allowance for risk, contingency, and inflation. Market and viability assessments demonstrate that the restoration of the building requires significant public sector investment to address the 'conservation deficit' and as such it is unlikely to be developed without some form of public subsidy.</p>
<b>Management Case</b>	<p>The key organisational roles and responsibilities for the scheme are:</p> <ul style="list-style-type: none"> <li>• Leeds City Council – co-funder, grant body, regeneration and economic development lead, city's cultural strategy lead, acquiring authority under compulsory purchase legislation.</li> <li>• CEG - Development manager, technical lead, responsible for procurement, building owner and adjoining landowner, planning applicant.</li> <li>• British Library – occupier and end user, design lead, service provider, responsibility for leading on wider fundraising, operational responsibility, cultural strategy, and regeneration strategy.</li> <li>• Combined Authority – co-funder, grant body, monitoring authority, programme management and business case assurance</li> </ul> <p>A series of agreements are currently in place/in development that set out the basis for the relationship between the Combined Authority, Leeds City Council, CEG and the British Library</p> <p>A governance structure is set out and is being further developed.</p> <p>A Master Programme has been developed but it is highly dependent on the outcomes of the first phase of scheme development, including progress made to secure the full scheme funding and the timing and extent of any formal commitments to the scheme by the British Library and CEG.</p> <p>Planning permission and Listed Building Consent are required for the scheme and are not yet in place. However, formal pre-application</p>

	<p>discussions with the Local Planning Authority and Historic England are underway.</p> <p>Ownership of Temple Works and adjacent sites is also critical in delivering the wider masterplan vision for the Temple area and negotiations are ongoing.</p> <p>Scheme risks will be managed through a costed risk register and change management process.</p>
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## Location Map:

The following map shows the location of the British Library for the North scheme



Please note, depending on the level of scheme development, the location and scope of the schemes indicated here are indicative only.

For further information on Combined Authority schemes across the Leeds City Region please refer to: <https://www.westyorks-ca.gov.uk/growing-the-economy/leeds-city-region-infrastructure-map/>

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## Scheme Summary

<b>Name of scheme:</b>	<b>TCF Network Navigation (West Yorkshire)</b>
<b>PMO scheme code:</b>	DFT-TCF-009
<b>Lead organisation:</b>	West Yorkshire Combined Authority

<b>Applicable funding stream(s):</b>	Transforming Cities Fund (TCF) Local Transport Partnership (LTP)
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<b>Approvals to date:</b>	Decision Point 2: September 2020
<b>Forecasted full approval date:</b>	February 2
<b>Forecasted completion date:</b>	March 23

<b>Total scheme cost:</b>	£15.5 million
<b>Combined Authority funding (£):</b>	£15.5 million TCF: £15.20 million LTP: £0.3 million

<b>Scheme Description:</b>
<p>The Network Navigation (West Yorkshire) scheme aims to deliver improvements which will make it easier for bus passengers to navigate the core bus network by improving signage through colour coordinated flags, shelters and clearer wayfinding maps. The scheme, by enhancing existing infrastructure and creating high visibility, will serve to improve the reputation of bus services amongst existing, infrequent, and non-bus users. This will contribute towards the target of 25% more trips made by bus by 2027.</p> <p>The scheme aims to deliver:</p> <ul style="list-style-type: none"> <li>• new core bus network maps, bus stop flags, coloured images in shelters and road-side display information at 2,441 bus stops and shelters.</li> <li>• new battery powered real time screens at up to 500 bus stops.</li> <li>• a West Yorkshire Core Bus Network map, up to 30 West Yorkshire Key Corridor maps, and up to 10 Key Centre Network maps.</li> <li>• a package of behaviour change initiatives to encourage more people to walk, cycle and use the bus.</li> <li>• development of an online interactive mapping tool to allow easier journey planning for bus passengers.</li> </ul>

<b>Business Case Summary:</b>	
<b>Strategic Case</b>	<p>The scheme aims to contribute to the Combined Authority's Clean Energy and Environmental Resilience priority and the Infrastructure for Growth Priority and has a close strategic fit with the West Yorkshire Transport Strategy, the West Yorkshire Bus Strategy, and the West Yorkshire Low Emission Strategy (WYLES).</p> <p>Improvements delivered through this scheme will enable bus passengers to better navigate nearby cities and town centres, which is vital in assisting communities to access opportunities and improving quality of life. The bus is a fundamental part facilitating improved connections to deprived locations and between communities, especially as vulnerable and socially disadvantaged groups are often most reliant on bus networks to access services. Investment in buses and local bus infrastructure plays a significant role in promoting social inclusion. Encouraging users in these areas across West Yorkshire to use the bus to access employment, training, and leisure opportunities through sustainable means of travel.</p>
<b>Commercial Case</b>	<p>Leeds Transport Conversation consultation demonstrated a clear and easy to understand bus network maps and real-time bus information can help encourage people who travel by car drivers to use the bus instead which highlights the need for this scheme.</p> <p>To deliver the key outputs of this scheme, a competitive tendering exercise was completed in December 2020 to appoint a creative agency to develop the design principles for a West Yorkshire Core Network offer. A successful contractor was appointed in February 2021.</p>
<b>Economic Case</b>	<p>An options testing exercise was undertaken to identify a preferred option for scheme delivery. Benefit Cost Ratio (BCR) for the preferred method to deliver this scheme is 1.71, which represents a medium Value for Money. The Present Value of Benefits (PVB) is £19.19 million.</p>
<b>Financial Case</b>	<p>The total scheme cost is £15.5 million, contributing £15.2 million from Transforming Cities Fund and £0.3million from Local Transport Partnership.</p>
<b>Management Case</b>	<p>The West Yorkshire Combined Authority will be the lead partner for this scheme and will manage delivery, budgets, and outcomes of this project, feeding into the wider TCF programme.</p> <p>The scheme will adopt Prince2 methodology for project management and governance structure and this has been developed in line with the Combined Authority's WYCA Assurance Framework and requirements. Project risk will be managed on an on-going basis as part of the scheme governance structure.</p> <p>The infrastructure elements of the scheme will start delivery in March 2022 and complete in March 2023. The behavioural change initiatives will continue beyond March 2023 to support take up of walking, cycling and bus use following the delivery of the full TCF programme.</p>

## Scheme Summary

<b>Name of scheme:</b>	CityConnect Phase 3 - Canals – Leeds Liverpool Shipley
<b>PMA scheme code:</b>	LTP-CCAG-003g
<b>Lead organisation:</b>	Canal & River Trust
<b>Applicable funding stream(s)</b>	West Yorkshire Transport Fund Getting Building Fund
<b>Approvals to date:</b>	Decision Point 3: September 2020
<b>Forecasted full approval date:</b>	29 July 2021
<b>Forecasted completion date:</b>	February 2022
<b>Total scheme cost (£):</b>	£1.981 million
<b>Combined Authority funding (£):</b>	£1.981 million £1.057 million West Yorkshire plus Transport Fund £0.500 million Getting Building Fund £0.424 million To be secured

### Scheme Description:

The scheme will deliver a high-quality cycle route in the Bradford District between Apperley Bridge and Shipley, and from Silsden town centre to the West Yorkshire border at Cowling Swing Bridge on the Leeds & Liverpool Canal. In total the 4.5km of towpath will be improved, providing a traffic free, flat and attractive alternative to the main roads. The new upgraded towpath will increase widths available for the people travelling on bike or on foot, as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment.

The project forms part of the Combined Authority's existing CityConnect programme and will build upon routes already constructed in the area and enable the linking of towns and settlements (including rail stations and destinations) in Bradford and beyond.

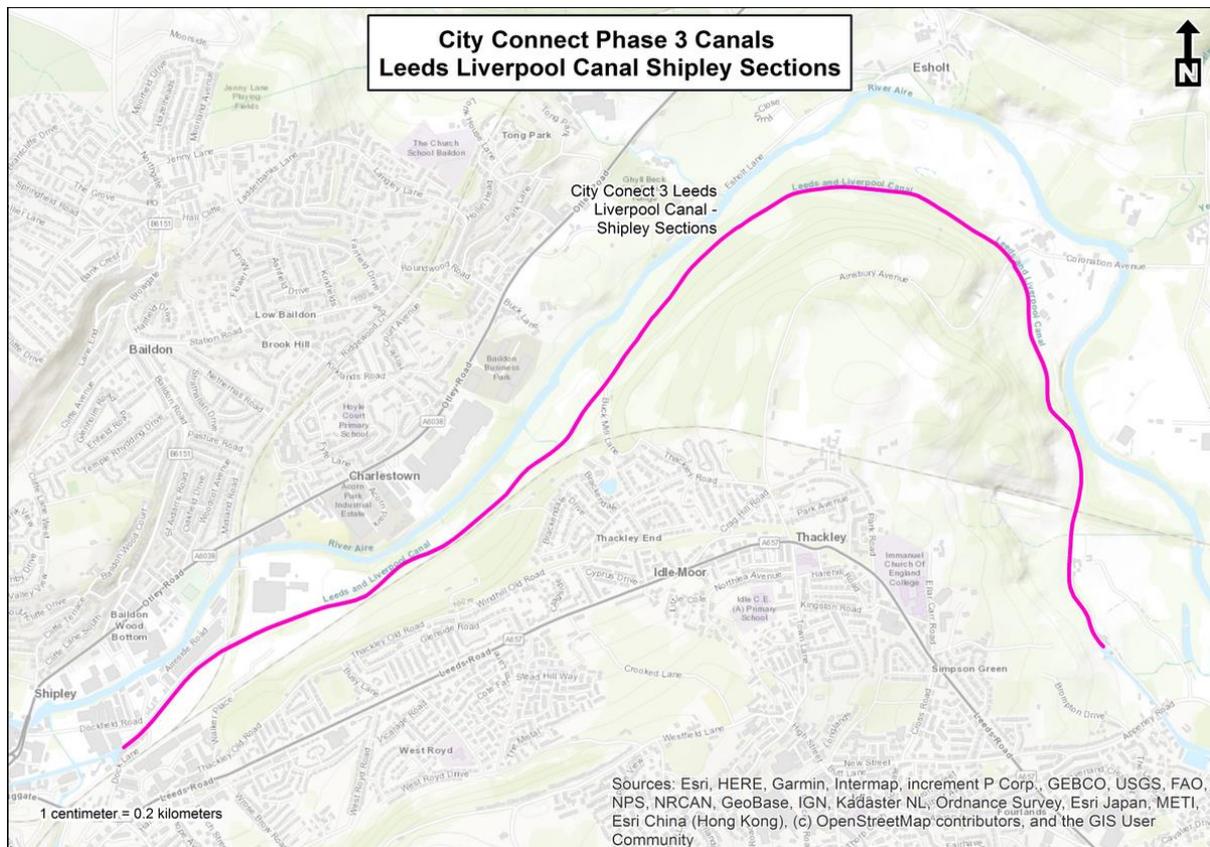
### Business Case Summary:

<b>Strategic Case</b>	<p>The aim of the CityConnect programme is to encourage more people to travel on bike or foot by providing high-quality walking and cycling infrastructure and making cycling accessible for all by building upon routes already constructed through CityConnect programme.</p> <p>The scheme will make an important contribution to achieving the West Yorkshire Transport Strategy's target of 300% more trips to be made by</p>
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	<p>bike by 2027 and increasing the proportion of people cycling and walking to 3% and 22% respectively.</p> <p>This scheme is being delivered through the West Yorkshire Transport Fund as part of the CityConnect programme.</p>
<b>Commercial Case</b>	<p>The scheme received very high support from the public consultation, with 80% of all respondents fully agreeing with the proposal to upgrade the towpath surface and more than 82% of respondents saying they would use the towpath more if the surface was improved.</p> <p>The scheme will be delivered by the Canal &amp; River Trust and the delivery contract will be awarded under their New Engineering Contract (NEC3) Framework.</p>
<b>Economic Case</b>	<p>The Economic Appraisal indicates that the scheme will benefit all users, both people travelling by bike and on foot. With improved towpaths, new people travelling on bike and foot will be attracted to the route.</p> <p>The core Benefit Cost Ratio for this scheme has been calculated as 4.16 representing very high Value for Money.</p>
<b>Financial Case</b>	<p>The total scheme cost is £1.981 million. The scheme is to be funded through the West Yorkshire Transport Fund, Getting Building fund and an alternative source to mitigate the funding gap is being explored actively..</p> <p>The ongoing revenue costs to maintain the towpath over the long term will be met by the Canal &amp; River Trust and a maintenance agreement will form part of the funding agreement.</p>
<b>Management Case</b>	<p>The scheme will be delivered by the Canal &amp; River Trust with the overall CityConnect Programme being project managed by the West Yorkshire Combined Authority.</p> <p>A programme level monitoring and evaluation plan is in place covering the monitoring requirements. Scheme risks will be managed through a costed risk register and agreed change management process. The scheme is currently projected to start the delivery in autumn 2021 with a projected delivery timescale of 19 weeks.</p>

## Location Map:

The following map shows the location of the CityConnect Phase 3 - Canals – Leeds Liverpool Shipley scheme.



Please note, depending on the level of scheme development, the location and scope of the schemes indicated here are indicative only.

For further information on Combined Authority schemes across the Leeds City Region please refer to: <https://www.westyorks-ca.gov.uk/growing-the-economy/leeds-city-region-infrastructure-map/>

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## Scheme Summary

<b>Name of scheme:</b>	Huddersfield Narrow Canal towpath upgrade
<b>PMA scheme code:</b>	GBF-WYCA-012
<b>Lead organisation:</b>	Canal & River Trust
<b>Applicable funding stream(s):</b>	West Yorkshire Transport Fund and Active Travel Tranche 2

<b>Approvals to date:</b>	Decision Point 3: September 2020
<b>Forecasted full approval date (decision point 5):</b>	July 2021
<b>Forecasted completion date (decision point 6):</b>	December 2021

<b>Total scheme cost (£):</b>	£1.371 million
<b>Combined Authority funding (£):</b>	£1.371 million West Yorkshire plus Transport Fund: £0.643 million Active Travel Tranche 2: £0.728 million

### Scheme Description:

The scheme will deliver a high-quality cycle route in Kirklees between Milnsbridge and Slaithwaite on the Huddersfield Narrow Canal. In total 4.3km of towpath will be improved, providing a traffic free, flat and attractive alternative to the main roads. The new upgraded towpath will increase widths available for the people travelling on bike and on foot, as well as providing a durable all-weather surface that is also in keeping with the nature and historic value of the canal environment.

The project forms part of the Combined Authority's existing CityConnect programme and will build upon routes already constructed in the area enabling more people to travel on foot or bike, linking towns and settlements (including rail stations and destinations) in Kirklees.

### Business Case Summary:

#### Strategic Case

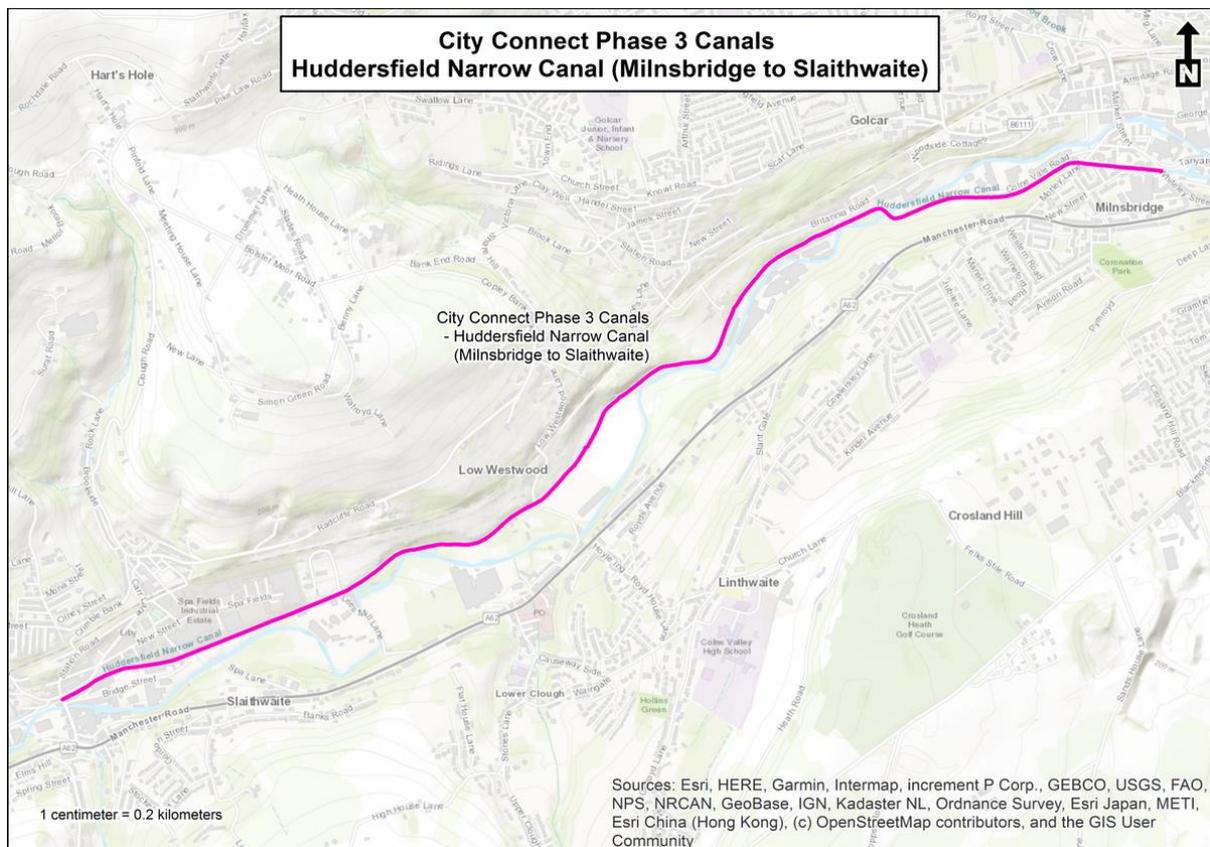
The aim of the CityConnect programme is to encourage more people to travel on bike or foot by providing high-quality walking and cycling infrastructure and making cycling accessible for all by building upon routes already constructed through CityConnect programme.

The scheme will make an important contribution to achieving the West Yorkshire Transport Strategy's target of 300% more trips to be made on bike by 2027 and increasing the proportion of people cycling and walking to 3% and 22% respectively.

	This scheme is being delivered through the West Yorkshire Transport Fund as part of the CityConnect programme.
<b>Commercial Case</b>	<p>The scheme received very high support from the public consultation, with 85% of all respondents fully agreeing with the proposal to upgrade the towpath surface and 86% of respondents saying they would use the towpath more if the surface was improved.</p> <p>The scheme will be delivered through the Canal &amp; River Trust and the delivery contract will be awarded under their New Engineering Contract (NEC3) Framework.</p>
<b>Economic Case</b>	<p>The Economic Appraisal indicates that the scheme will benefit all users, both people travelling by bike and on foot. With improved towpaths, new pedestrians and cyclist will be attracted to the route.</p> <p>The core Benefit Cost Ratio for this scheme has been calculated as 0.99 which represents low Value for Money. However, the settlements and infrastructure in the Colne Valley are shaped by its geography with steep side roads which currently provide little cycling alternative to the busy A62 road. Building upon the success of the previous phases, this scheme will provide wider social and environmental benefits including safer alternatives for walking and cycling avoiding busy A62 and deliver health benefits associated with walking and cycling in the community.</p>
<b>Financial Case</b>	The total scheme cost is £1.371 million. The scheme is to be funded through the West Yorkshire Transport Fund and the Active Travel Fund.
<b>Management Case</b>	<p>The scheme will be delivered by the Canal &amp; River Trust with the overall CityConnect Programme being project managed by the West Yorkshire Combined Authority.</p> <p>A programme level monitoring and evaluation plan is in place covering the monitoring requirements. Scheme risks will be managed through a costed risk register and agreed change management process. The scheme is currently projected to start the delivery in autumn 2021 with a projected delivery timescale of 19 weeks.</p>

## Location Map:

The following map shows the location of the Huddersfield Narrow Canal towpath upgrade scheme.



Please note, depending on the level of scheme development, the location and scope of the schemes indicated here are indicative only.

For further information on Combined Authority schemes across the Leeds City Region please refer to: <https://www.westyorks-ca.gov.uk/growing-the-economy/leeds-city-region-infrastructure-map/>

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## Scheme Summary

<b>Name of scheme:</b>	<b>TCF Halifax Bus Station</b>
<b>PMA scheme code:</b>	WYTF-PA4-013
<b>Lead organisation:</b>	West Yorkshire Combined Authority
<b>Applicable funding stream(s):</b>	Transforming Cities Fund (TCF)
<b>Approvals to date:</b>	Decision Point 3: October 2019. Decision Point 4: September 2020.
<b>Forecasted full approval date:</b>	July 2021
<b>Forecasted completion date:</b>	July 2023
<b>Total scheme cost:</b>	£17.700 million
<b>Combined Authority funding:</b>	£17.700 million of which: <ul style="list-style-type: none"> <li>• £17.295 million TCF</li> <li>• £0.405 million WY+TF</li> </ul>

### Scheme Description:

This scheme aims to deliver a modern, fit for purpose bus station for Halifax to serve as a public transport gateway into the town centre and a key place of interchange between bus services for the residents of Calderdale. The redeveloped station will replace the existing station located north of Halifax town centre and deliver:

- A new fully enclosed level concourse facility including a customer information point, toilets, and retail.
- A modern building design that integrates well into the surrounding heritage assets.
- Enhanced points of entry and access for people on foot and on bike with better links to key destinations in Halifax town centre such as Wool Shops, the Piece Hall, Dean Clough, and new Trinity Sixth Form College.
- Separation of bus and passenger movements for improved health and safety of bus passengers.
- Re-design and build the main gateways into the bus station.
- An environmentally friendly bus station design which will incorporate energy efficiency, carbon reduction, and environmentally friendly features that complement the surrounding heritage, with inclusion of enabling works (electrical ducting) for the future introduction of charge points and electric buses. Specific actions include 'living' green roof, solar

photovoltaic (PV) panels, smart control LED lighting and mechanical ventilation heat recovery (MVHR) carbon mitigation measures.

- Smoother integration between travel modes through enhanced cycle parking and better travel information with linkage with rail real time information.

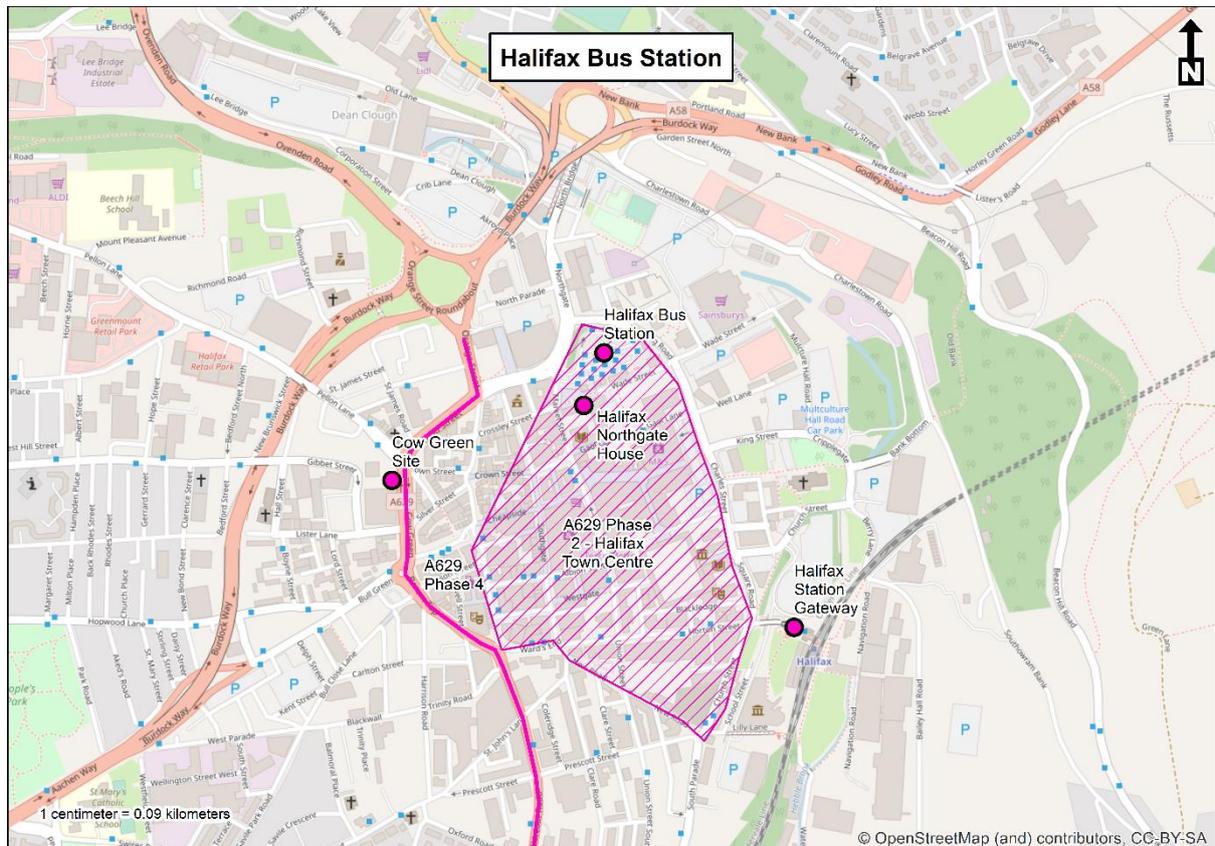
**Business Case Summary:**

<p><b>Strategic Case</b></p>	<p>The bus station scheme will promote growth within the town centre, helping to realise the aspirations of the Halifax Town Centre Delivery Plan, ambitions of the Leeds City Region Strategic Economic Framework, as well as being a key participant in delivering objectives of the Transforming Cities Fund.</p> <p>The scheme will also complement other investments in transport infrastructure such as the A629 Halifax to Huddersfield Corridor and Halifax Rail Station Gateway project, and regeneration schemes such as Northgate House.</p> <p>A redeveloped, modern station will seek to remove barriers to public transport travel as well as enhance links between buses, rail and bike, encouraging more people to travel on bike or foot instead of private cars.</p> <p>The scheme supports delivery of the Leeds City Region's 'net carbon neutral target for transport by 2038' by delivering an energy efficient, modern bus station, improving its operational efficiency and environmental performance through design features such as installation of heat pumps, the provision of Photo-Voltaic panels (for energy generation), and a green roof, which will also deliver biodiversity benefits.</p> <p>Scheme delivery is to also include installation of ducting which will enable implementation of Electric Vehicle charge points for the future operation of electric buses, further supporting ambitions of Clean Growth.</p>
<p><b>Commercial Case</b></p>	<p>Market uptake and demand for the scheme is supported by population growth forecasts for Calderdale which suggest a 12% increase over the next 20 years with parallel growth in employment throughout the district as key development sites come forward as part of the Calderdale Local Plan.</p> <p>The scheme considered several options for procurement. Wilmott Dixon (WD) were procured through a framework to deliver RIBA stages 5-7. Through a Pre-Contract Services Agreement (PCSA) they have also provided Early Contractor Involvement (ECI) at RIBA Stage 4 alongside AECOM design works (including evaluation of AECOM's Stage 3 Cost Plan). The Design Freeze was reached in March 2021 and WD has now submitted the Guaranteed Maximum Price (GMP) to inform the final cost for insertion into the NEC3 Option A Contract (Priced Contract with Activity Schedule) to be entered into by the Combined Authority and WD.</p>
<p><b>Economic Case</b></p>	<p>To deliver the scheme objective a competitive tender exercise was undertaken which considered critical success factors such as accessibility, public safety, public security, interchange between bus and rail, and compatibility with A629 Halifax to Huddersfield Corridor scheme, which outlined improved facilities at the bus station and time savings due to improved movements of buses.</p>

	The core Benefit Cost Ratio (BCR) for the preferred option to deliver this scheme is 2.76:1, which represents a high value for money.
<b>Financial Case</b>	The final scheme cost is £17.700 million, of which £17.295 million is to be funded through the Transforming Cities Fund (TCF), with a £0.405 contribution from the West Yorkshire plus Transport Fund (WY+TF). The scheme cost includes suitable allowance for contingency, risk, and inflation.
<b>Management Case</b>	<p>As the asset owner, West Yorkshire Combined Authority are the scheme promoter and are leading on the overall project management of the scheme using experience from delivering successful bus station projects such as Castleford Bus Station.</p> <p>A core project delivery team and governance structure across the Combined Authority and delivery partner Calderdale Council is in place, including reporting lines into the Transforming Cities Portfolio Board.</p> <p>Construction is set to commence in September 2021 with Practical Completion projected for July 2023.</p>

## Location map:

The following location map shows the location of the Halifax Bus Station scheme:



Please note, depending on the level of scheme development, the location and scope of the schemes indicated here are indicative only.

For further information on Combined Authority schemes across the Leeds City Region please refer to: <https://www.westyorks-ca.gov.uk/growing-the-economy/leeds-city-region-infrastructure-map/>



**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Mayoral Pledge Funding**

**Director:** Alan Reiss, Director of Strategy, Communications and Policing

**Author:** Emma Longbottom, Head of Policy and Strategy Coordination

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	

## 1. Purpose of this report

- 1.1 To approve in principle funding to enable progress to be made against the West Yorkshire Mayor's pledges relating to business support and inclusive growth.
- 1.2 To note this will be undertaken in line with the Combined Authority's Assurance Process.

## 2. Information

### Background

- 2.1 At the Combined Authority in June 2021 the approach to the Single Investment Fund (SIF) and the West Yorkshire Investment Strategy (WYIS) were endorsed.
- 2.2 The SIF and WYIS enable the Combined Authority to prioritise investments in a way that will make a real difference to people and communities in West Yorkshire. It should be noted that the Police Fund is held separately and is therefore not included in the Single Investment Fund.

2.3 During the development of the WYIS, in the last financial year, the Combined Authority allocated gainshare funding, which has subsequently become part of the SIF, to the following programmes to support economic recovery:

- The extension of the existing [re]boot and Employment Hub programmes. £13.5m was allocated 27 November 2020.
- Local economic recovery plans. £5m was allocated 4 February 2021.
- The net zero carbon pipeline, entrepreneurship, and health innovation. £7m was allocated 9 March 2021. This funding is also being used to enable delivery of the Mayor's pledge to **tackle the climate emergency and protect our environment**.
- The use of future gainshare to support the delivery of the higher scenario of the Transforming Cities programme was agreed 27 July 2020.

2.4 In addition, at the June meeting, the Combined Authority indicatively approved funding from the Single Investment Fund to enable progress to be made against some of the Mayor's pledges, namely:

- £500k to support scheme development relating to culture and creative industries and support the Mayor's pledge to **lead a creative new deal**.
- £1m to provide initial resources required to undertake an assessment relating to Bus Franchising and enable the Mayor to **bring buses back under public control**.
- £600k over three years to develop, launch and embed a West Yorkshire Fair Work Charter, part of the Mayor's pledge to **support local businesses**.
- £500k to support scheme development relating to employment and skills support for 16-30 year olds and **create 1,000 well paid, skilled jobs** and **Prioritise skills and training** to ensure everyone in West Yorkshire has the skills they need to secure work.

2.5 Further areas that require immediate investment and action have subsequently been identified to support the Mayor's pledges relating to inclusivity and business support, these are detailed below.

### **Priorities and funding pressures**

2.6 The West Yorkshire Mayor has pledged to **appoint an Inclusivity Champion** to work to ensure that the region's recovery benefits us all. Inclusivity and embedding equality, diversity and inclusion are key aims of the Combined Authority and central to all the Mayor's pledges. At the Combined Authority in March 2021 the Inclusive Growth Framework was endorsed and adopted as part of the Strategic Economic Framework. The framework sets out the Combined Authorities ambitions for Inclusive Growth. In addition, an Inclusive Growth pipeline and 'early wins' were considered by the LEP Board in January and February 2021. In addition, inclusive growth and tackling inequalities are also cross cutting themes within the West Yorkshire Investment Strategy and embedded within the Investment Priorities.

- 2.7 To support the work of the Mayor and Combined Authority, £400k is requested to further progress a pipeline of inclusive growth work and enable recruitment of an Inclusivity Champion.
- 2.8 Recruitment of the Inclusivity Champion is expected to commence as soon as possible. Once recruited their role will include the following:
- Be the Mayor's lead advocate and advisor for ensuring that under-represented groups and individuals, are consulted, heard and included.
  - Practically support the Mayor's work, to ensure that the benefits of West Yorkshire's recovery are shared by us all.
  - Make the compelling and evidence-led case for change and greater diversity and inclusion within the region's institutions and businesses.
- 2.9 Supporting businesses is a high priority for the West Yorkshire Mayor who has pledged to **support local businesses and be champion for our regional economy**. At the Combined Authority in March 2021 the Economic Recovery Plan was endorsed. The plan sets out how we will grow a more inclusive, resilient, sustainable economy with more productive businesses, better levels of skills and entrepreneurialism, less inequality and environmental sustainability. This work links to the Investment Priorities within the WYIS namely, Good Jobs and Resilient Businesses (including entrepreneurialism).
- 2.10 To progress work to deliver this high priority for the Combined Authority and Mayor, indicative funding of up to £500k is requested to enable further scheme development to be undertaken.
- 2.11 Funding will be used to develop a new programme pipeline, focussing on new areas of intervention that will complement the existing and ongoing business support of the Combined Authority and local partners, building on best practice. In line with the WYIS this will be linked especially to the needs of business in economic recovery. Specifically, this will include:
- Designing and piloting new support interventions for businesses to realise key productivity and resilience behaviours for recovery around strategic planning, investment, exporting and delivering good/fair work.
  - Sector priorities and task force development - including initial delivery of a West Yorkshire Manufacturing Taskforce.
  - Stimulating further entrepreneurial innovation with new interventions, by developing a Mayoral Challenge competition and empowering the work of the West Yorkshire Innovation Network.
  - Scoping work to understand what works in support of the growth of co-operative, social enterprise and worker-owned businesses to inform new interventions.
- 2.12 The paper at item 7 of this agenda sets out plans related to the Mayor's pledge to support the **delivery of 5,000 sustainable homes**, including council and affordable. The recommendations from item 7 and this paper if approved mean that all the non-policing mayoral pledges would have funding attached.
- 2.13 If the Combined Authority approves the in principle funding requests, officers will further develop the propositions, with more granular detail on the delivery

model and costings, to allow the projects to be assessed in line with the Combined Authority's Assurance Process. This is with a view to delivery taking place as soon as is practically possible.

- 2.14 As referenced in paragraph 2.4 above, at the June Combined Authority £500k of SIF funding was provisionally allocated to support scheme development relating to culture and creative industries and lead a creative new deal. Following this approval, £190k of this funding will be used to fund the Beyond Bronte's programme, subject to Assurance Framework approvals.
- 2.15 The Beyond Bronte's programme was launched in 2019 and is aimed at 18 to 24-year-olds from diverse and disadvantaged backgrounds across the Leeds City Region. It provides them with an opportunity to get a foothold in the industry via work experience placements within some of the region's most prominent independent production companies. It is free to participants, part-time and it is flexible – so it allows participation from those who need to continue to work while following their dream. Funding is due to end in September.
- 2.16 Given the Combined Authority's desire to support the creative industries sector to become more inclusive and the Mayor's on-going campaign to persuade Government against the privatisation of Channel 4, it is imperative the region stands true to its commitment of making sure everyone with a passion and talent for this industry gets the same opportunity. Furthermore, there is now an increasingly commercial imperative, with the BBC, Channel 4 and other broadcasters (rightly) insisting that they won't give commissions to production companies which can't demonstrate a properly balanced team.

### **3. Clean Growth Implications**

- 3.1 Clean growth is at the heart of the SIF and WYIS and tackling the climate emergency is a key investment priority. Decision making in respect of climate change is being strengthened through the development of a carbon impact assessment tool. This will strengthen how clean growth and climate change impacts are considered as part of all schemes that come through the Assurance Framework. All programmes will consider the clean growth implications as they are developed and taken through the Assurance Process.

### **4. Inclusive Growth Implications**

- 4.1 Inclusive growth is core within the Investment Priorities of the West Yorkshire Investment Strategy to ensure everyone benefits from the investments made across the region. As such the schemes which are brought forward will be assessed to ensure they have considered the inclusive growth implications.

### **5. Equality and Diversity Implications**

- 5.1 Reducing inequality is a cross cutting theme within the Investment Priorities of the WYIS to ensure that investments made across the region support equality and diversity. Equality Impact Assessments will be undertaken as part of

scheme development to ensure that at schemes progress through Assurance Framework equality, diversity and inclusion is given due regard.

## **6. Financial Implications**

- 6.1 Funding sought is intended, at this stage, to be drawn from the Single Investment Fund. This will be confirmed when the projects' full proposals come forward. In the worst-case scenario that this is not secured for any reason, other external funding will be sought or the projects would not progress.

## **7. Legal Implications**

- 7.1 There are no direct legal implications contained within this report.

## **8. Staffing Implications**

- 8.1 The additional funding would allow for increased capacity within the Combined Authority. The detail will be costed alongside setting out the delivery model as part of the project change request.

## **9. External Consultees**

- 9.1 There are no direct external consultation implications contained within this report.

## **10. Recommendations**

- 10.1 That the Combined Authority indicatively approves funding from the Single Investment Fund to enable progress to be made in key priority areas, with full approval to spend being granted once the project has progressed through the assurance process in line with the Combined Authority's Assurance Process. The indicative funding requested is:
- £500k to support scheme development relating to business support.
  - £400k over three years to enable the recruitment of the Inclusivity Champion and further progress a pipeline of inclusive growth work.
- 10.2 That it is noted that £190k from the £500k of SIF funding which was previously provisionally allocated to support scheme development relating to culture and creative industries and lead a creative new deal, is to be used to fund the Beyond Bronte's programme, subject to Assurance Framework approvals.
- 10.3 That the Combined Authority delegates to the Finance, Resources and Corporate Committee, the approval for the programmes set out in the report to pass through Decision Point 2, totalling no more than £0.9m of funding from the Single Investment Fund.

## **11. Background Documents**

- 11.1 There are no background documents referenced in this report.

**12. Appendices**

Appendix 1 – Single Investment Fund Gainshare Tracker

	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £	Funding Type	Status	Approval
Balance brought forward from previous year	0	0	(24,550,000)	(52,850,000)	(81,150,000)			
Allocation - Revenue	(28,500,000)	(28,500,000)	(28,500,000)	(28,500,000)	(28,500,000)			
Allocation - Capital	(9,500,000)	(9,500,000)	(9,500,000)	(9,500,000)	(9,500,000)			
<b>Funding Committed:</b>								
MCA Ready (predominantly 2021 election costs)	3,000,000	1,750,000				Revenue	Full Approval	6 February 2020 and 4 February 2021 - Combined Authority
Support for COVID Local Authority Economic Recovery Plans	5,000,000					Revenue	Full Approval	4 February 2021 - Combined Authority
[Re]boot (adult re-skilling programme)	6,000,000					Revenue	Full Approval	3 February 2021 - Investment Committee
Employment Hub (employment brokerage programme)	7,500,000					Revenue	Full Approval	3 February 2021 - Investment Committee
Economic Recovery - Entrepreneurship programme (encouraging individuals to establish their own enterprise)	6,000,000					Revenue	Full Approval	8 June 2021 - Investment Committee
Economic Recovery - Health Innovation (collaboration towards a 'virtual healthtech cluster)	200,000					Revenue	Full Approval	8 June 2021 - Investment Committee
Economic Recovery - Net Zero Region Accelerator (accelerate measures to tackle the climate emergency)	800,000					Revenue	Full Approval	8 June 2021 - Investment Committee
Transforming Cities Fund - High Scenario	9,500,000	9,500,000	9,500,000	9,500,000	9,500,000	Capital	Indicative Approval	27 July 2020 - £140m indicatively approved, with some amounts being fully approved as the projects come forward*
Develop Support package for Culture and Creative Industries		500,000				Revenue	Indicative Approval	24th June 2021
Begin Bus Franchising assessment incl legal & commercial advice		1,000,000				Revenue	Indicative Approval	24th June 2021
Develop and embed Fair Work Charter		200,000	200,000	200,000		Revenue	Indicative Approval	24th June 2021
Design Employment & Skills support for 16-30 y/olds		500,000				Revenue	Indicative Approval	24th June 2021
<b>Total to carry forward to following year</b>	<b>0</b>	<b>(24,550,000)</b>	<b>(52,850,000)</b>	<b>(81,150,000)</b>	<b>(109,650,000)</b>			

\* Funding for TCF high scenario assumes Gainshare capital ringfenced for 5years - after which borrowing will be required.

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**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Intra City Transport Settlements**

**Director:** Liz Hunter, Interim Director Policy and Development

**Author:** Steve Heckley, Policy Manager

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To advise the Combined Authority of the Government's approach to Intra City Transport Settlements (ICTS), and to seek delegation of the final ICTS funding submission for the period 2022-2027 to the Managing Director in consultation with the Mayor and Chair of Transport Committee.
- 1.2 To advise the Combined Authority of the government's Active Travel Fund, and to seek delegation of the final bid for capital funding for 2021/22 to the Chair of the Transport Committee Active Travel Working Group.

## 2. Information

### Intra City Transport Fund (ICTF) settlements

- 2.1 In the 2020 Spending Review, the Chancellor confirmed £4.2 billion of capital funding (starting in 2022-23) for Intra-City Transport Fund (ICTF) settlements for eight city regions around the country. These settlements are designed to provide those regions with long-term, stable transport investment. West Yorkshire, as a Mayoral Combined Authority (MCA), is one of eight eligible regions. The first 5-year settlement period would cover 2022/23 to 2026/27. It is anticipated that there will be subsequent 5-year settlements.

- 2.2 The guidance was received on the 20 July 2021 and the Combined Authority are currently working through the details. The Intra-City Transport Fund has been renamed in the guidance to City Region Sustainable Transport Settlements (CRSTS).
- 2.3 The Government will be working to a timetable to agree CRSTF settlements linked to the forthcoming Autumn Spending review which will require submission of proposals by Combined Authorities by the end of August or early September 2021.
- 2.4 In April 2021, HM Treasury (HMT) wrote to the Combined Authority to set out its high-level parameters for Intra City Transport Fund, now City Region Sustainable Transport Settlements, to enable initial preparations and engagement with the HMT and DfT officials ahead of the official guidance being released. HMT identified CRSTS settlements as designed to deliver investment in integrated cross-modal transport plans across a city region, with funding devolved to Mayors over the 5-year period to deliver on their transport plans. The approach is also intended to simplify the funding landscape by consolidating some (but not all) existing funding streams.
- 2.5 HMT identify the government's objectives related to this fund as:
- **Growth and productivity** - Driving growth and productivity through investment in cities will be critical through the economic recovery;
  - **Levelling up** - The government is committed to levelling up all regions of the UK, and looking to see MCAs work closely with local stakeholders to ensure that transport plans reflect local priorities and deliver for local communities;
  - **Decarbonisation** - Driving decarbonisation through the transport system is a key government objective, requiring that any local transport strategy includes emissions targets and has credible strategies to achieve them;
  - **Local contribution** - MCAs are expected to be a driving force behind local transport plans that include a long-term agenda on fiscal sustainability such as measures to develop public transport fare box and other commercial revenue.
- 2.6 There is an implied element of competition for the funds, with individual MCA's share of the overall £4.2bn funding to be determined through submissions that are based on the development of local transport plans, and include a prioritised, disaggregated, profiled and costed list of projects aligned with its objectives outlined in para 2.5 above.
- 2.7 The West Yorkshire share of CRSTS could potentially total hundreds of millions over the first 5-year period from 2022 to 2027, exceeding the £317 million secured through the Transforming Cities Fund for the 3-year period 2020/21 to 2022/23, which is currently being delivered by the Combined Authority and the partner councils.
- 2.8 The Combined Authority has been making the case to Government for access to multi-year transport settlements that provide certainty, match local ambition

and allow for greater devolved decision making, to replace the practice of competitive bidding to a range of different government funding streams. The CRSTS is therefore broadly welcomed, and as part of the Combined Authority's Investment Strategy and can help accelerate the delivery of our transport investment priorities and support the Mayoral pledges on climate emergency, inclusivity and green jobs and recovery from Covid-19 influenced recession. The understanding had been that this was new funding to deliver those plans.

#### CRSTS Guidance and timetable

- 2.9 The publication of official DfT guidance setting out indicative funding envelopes and process has been delayed from the end of May 2021 to 20<sup>th</sup> July 2021, but the timetable is still linked to the Autumn 2021 Spending Review. The date for the Spending Review is also to be confirmed. The link to the Spending Review presents a challenging timeframe.
- 2.10 The Combined Authority is discussing with the Leaders of the five West Yorkshire partner councils the possible shape of a programme for the first 5-year settlement including confirming local spatial priorities for transport investment in this period. The development of the proposal will continue with close partnership working between the Combined Authority and the partner councils. The detail of the proposal will also be shaped by feedback received from the DfT through the process.

#### West Yorkshire CRSTS proposal 2022/23 to 2026/27

- 2.11 The Combined Authority and its partners are well placed for CRSTS with the West Yorkshire Connectivity Infrastructure Plan, Mass Transit Vision and other related documents, published by the Combined Authority in January 2021, following two years of preparation involving all of the partner councils and key industry stakeholders.
- 2.12 The Connectivity Infrastructure Plan provides the evidence and a starting point, drawing on District Local Plans and a comprehensive set of corridor studies undertaken across West Yorkshire, in addition to parallel work to develop a Place Narrative as part of the Strategic Economic Framework. This evidence gathering has identified spatial priorities for housing and jobs growth, and areas experiencing deprivation that are a focus for inclusive growth, and where transport investment can have the biggest impact.
- 2.13 The Connectivity Plan provides a vision and picture of a modern, highly integrated, de-carbonised transport network linking walking, cycling, bus and rail improvements with a new Mass Transit network alongside other investment (in e.g. information and ticketing, digital and other innovative technologies and electric vehicle charging infrastructure) to better connect these places. This vision together with an identified long list of investment options is proposed to guide transport investment to 2040.

- 2.14 Transformational delivery of transport improvements is already underway through the West Yorkshire Transport Fund, Transforming Cities Fund and Leeds Public Transport Improvement programmes. The CRSTS can build on this investment and accelerate the delivery of Connectivity Infrastructure Plan. The next steps include progressing the Connectivity Plan's long list of options to a sequenced programme, commencing with the first 5-year CRSTS settlement from 2022/23 to 2026/27.
- 2.15 It is proposed that the CRSTS proposals for 2022/23 to 2026/27 be focused on the core themes from the Connectivity Plan:
- **Integrating all modes and networks** - with accelerated and substantial improvements to public transport stations, hubs and other interchanges including bus and rail Park and Ride, plus investment in future mobility and ticketing and information innovations, developing and expanding on existing programmes;
  - **Getting West Yorkshire Mass Transit ready** – with significant progress made on the planning and development of the full Mass Transit network, and accelerated progress on a first phase of mass transit in this first 5-year period;
  - **Supporting Bus reform and Rail recovery** - with accelerated and substantial investment in bus priority and facilities in the first 1-5 years to improve the performance and attractiveness of the bus, alongside other investment assisting bus and rail recovery from Covid-19 impacts;
  - **Building back active** - with accelerated and substantial walking and cycling interventions in the first 1-5 years to improve local journeys and access to the public transport network, and to improve the quality and environment of local places.
  - **Delivering Behaviour Change** – a substantial programme of behaviour change underpinning all themes and modes, building on the exemplar work of CityConnect and Transforming Cities Fund delivery, and helping to accelerate the transition to electric vehicles with communications, behaviour change and policy interventions supporting a significant uplift in EV charging infrastructure
- 2.16 Delivering a new Mass Transit system is a central theme of the Connectivity Plan, but it will take time to develop and deliver, and other wider investment in transport is needed in the short term to create the right conditions for better connecting communities with jobs and training opportunities and make progress towards the Combined Authority's target to achieve net zero carbon by 2038. The detail of the CRSTS proposals is to be worked up and agreed with the partners, but as the process has an element of competitive bidding, the details of the proposal are considered confidential until its submission.

#### Capacity for programme development and delivery

- 2.17 The 2020 Budget also confirmed revenue allocations for 2021-22 to enable MCAs to begin preparations for the settlements. The HMT letter of April 2021 confirmed that West Yorkshire Combined Authority would receive £7.4m resource funding in 2021-22 to support building longer-term local transport

planning and delivery capacity as well as supporting bus reform plans. It must only be used for transport purposes.

- 2.18 The Combined Authority and partners have learnt from delivering the West Yorkshire Transport Fund and Transforming Cities fund programmes and strengthened resources and refined processes to ensure effective, efficient delivery, but those programmes have identified differences in capacity across the partner authorities and in respect of particular modes and disciplines. Delivering and delivering the programme will require an uplift in capacity and capability above that which currently exists.
- 2.19 The Combined Authority meeting of 26 June 2021 agreed indicative funding of £7.4 million and full approval of £3 million of initial development costs to pump-prime capacity building and commence the development of component parts. A scoping exercise has commenced with the partners to identify the priority capacity requirements including in-house staff and consultancy support and a Strategic Outline Case will set out the detail of requirements of the remainder of £4.4 million capacity funding.

#### DfT Active Travel Fund: Local Authority Capital Funding for 2021/22

- 2.20 CRSTS will begin a move towards the consolidation of government transport funding streams, however the government has identified some funding streams sitting outside of CRSTS for the time being, which includes some funding streams for active travel which will be subject to separate processes and timetables. This includes the active travel funding that was identified as part of the government's £2 billion commitment set out in "Gear Change" (2020) to deliver a step change in the provision of high quality schemes that deliver better streets for everyone.
- 2.21 In June 2021 the DfT launched a competition for capital funding to provide for active travel infrastructure delivery through to March 2023. Although no indicative allocations have been made, the available funding for West Yorkshire is expected to be broadly similar to the £10 million awarded by the DfT to the Combined Authority as part of the Active Travel Fund (Tranche 2) for 2021/2022.
- 2.22 In addition to capital funding for infrastructure improvements, the Active Travel Fund also invites authorities to submit expressions of interest (EoI) for a mix of capital and revenue funding for the development of national pilots for social prescribing and "mini-Hollands" schemes. The social prescribing pilots would be expected to be supported by local Clinical Commissioning Groups and Primary Care Networks. Mini-Holland schemes involve intensive, transformational spending on local roads to make them, over time, as cycle and pedestrian-friendly as the Dutch equivalents from which the principles are derived. The DfT are looking to develop a shortlist of around 12 non-London local authority areas, to benefit from this investment.
- 2.23 Both the Active Travel funding application and EoI are required to be submitted to the DfT by 9 August 2021. Infrastructure schemes must be delivered by

March 2023, whilst the mini-Holland and social prescribing pilots will be developed over the coming year should the EoI be successful, with the DfT providing development funding to cover this cost ahead of delivery over a longer timescale.

- 2.24 The Combined Authority and partner councils have learnt lessons from delivering both the initial (Emergency) Active Travel Fund and the Active Travel Fund (Tranche 2) programmes and have incorporated these lessons into the sifting process for selecting schemes for inclusion in this latest round of competitive bidding and EoI. The selection of schemes is ongoing with the Combined Authority and partner councils working to ensure that local priorities and West Yorkshire strategic objectives are met in addition to criteria laid out by the DfT. Specific locations and details of schemes proposed for the bid/EoI are to be agreed and were not available at the time of producing this report, it is however envisaged that some common schemes such as ‘school streets’ and the provision of improved cycle parking will be included for all five districts.

### **3. Tackling the Climate Emergency Implications**

- 3.1 A key priority of the CRSTS and Active Travel submissions will be to support carbon reduction and meet the Combined Authorities climate change ambitions through delivery of public transport and sustainable travel projects.
- 3.2 The West Yorkshire Connectivity Infrastructure Plan is a decarbonisation plan aligned to the delivery of the Combined Authority’s target to achieve net zero carbon by 2038. Transport is our highest emitting sector, contributing 44% of total regional CO2 emissions. The Connectivity Plan focuses on a sustainable future, putting green public transport and walking and cycling at the top of our transport investment priorities. Accelerating the delivery of the Connectivity Plan through CRSTS and other funding can help set the region on the right pathway for decarbonising transport and deliver on the Mayoral pledge to tackle the climate emergency and protect our environment.
- 3.3 The Combined Authority’s CRSTS submission will be expected to be consistent with the contents of the government’s Transport Decarbonisation Plan published on 14 July 2021.

### **4. Inclusive Growth Implications**

- 4.1 A key priority of the CRSTS and Active Travel submissions will be to support Inclusive Growth through targeting investment in those communities in greatest economic need.
- 4.2 The West Yorkshire Connectivity Infrastructure Plan seeks to better connect everyone in order to address the productivity gap. The proposition is that all of West Yorkshire’s residents can contribute to, and should benefit from, economic growth. The potential uplift in productivity from an inclusive economy is crucial to securing a prosperous future. The Connectivity Plan’s evidence shows that not all of our communities benefit from good employment and training opportunities, with transport often a key barrier. Tackling

deprivation requires good jobs, accessible to all. Accelerating the delivery of the Connectivity Plan through CRSTS and other funding with targeted interventions can help address transport barriers to inclusive growth.

## **5. Equality and Diversity Implications**

- 5.1 The CRSTS and Active Travel submissions will be consistent with the principles of the West Yorkshire Connectivity Infrastructure Plan to promote investment that is designed for, and with, people. The focus is on creating transport facilities and public spaces that are safe, easy to use and enjoyable, requiring that infrastructure is inclusive and accessible for all ages and abilities, and reflects West Yorkshire's diverse communities. The Connectivity Plan was informed by an Equality Impact Assessment, and work is continuing on understanding equality and diversity implications through on-going engagement on the Connectivity Plan through focus groups sessions with seldom heard groups.

## **6. Financial Implications**

- 6.1 The West Yorkshire share of the CRSTS funding allocation of £4.2 billion is subject to competitive bidding and is to be confirmed but could potentially total hundreds of millions over the first 5-year period from 2022/23 to 2026/27. The scale of the West Yorkshire CRSTS proposal will be developed in partnership with the Leaders of the five West Yorkshire partner councils.
- 6.2 The West Yorkshire share of the Active Travel Fund is also subject to competitive bidding and is to be confirmed but could potentially total circa. £10 million for investment in capital infrastructure the financial year 2022 to 2023 with possible additional funding should the Expressions of Interest for social prescribing and "mini-Holland" schemes be approved by the DfT to progress. The scale of the West Yorkshire Active Travel proposals are being developed in partnership with the five West Yorkshire partner councils.

## **7. Legal Implications**

- 7.1 The Combined Authority is reviewing the CRSTS guidance and the legal requirements. It is however assumed that there is an element of competitive bidding and that the details of the submission should be considered confidential until the submission is made to the DfT and published on the Combined Authority's website.

## **8. Staffing Implications**

- 8.1 There are no staffing implications directly arising from this report.

## **9. External Consultees**

- 9.1 Initial discussions have commenced with the Leaders of the five West Yorkshire partner councils on the possible scale, shape and contents for the CRSTS proposal, and to confirm local spatial priorities for transport investment

in the first 5-year period. This steer has been reflected in informal engagement that has also commenced with the Department for Transport on the possible CRSTS proposal. Engagement with the public has been undertaken on the Connectivity Infrastructure Plan that will form the basis of the CRSTS.

- 9.3 Discussions have taken place with officers and Members of the five West Yorkshire partner councils on identifying and prioritising proposals for the Active Travel Fund bid and Expressions of Interest. The Transport Committee's Active Travel Members Working Group meeting of Friday 23 July 2021 will review progress and provide steer on finalising the bid and EOI proposals.

## **10. Recommendations**

- 10.1 That the Combined Authority notes the government's proposals for the City Region Sustainable Transport Settlement and agrees to submit a CRSTS proposal for the 5-year period 2022/23 to 2026/27 to the Department for Transport, which is aligned to accelerating the delivery of the West Yorkshire Connectivity Infrastructure Plan
- 10.2 That the Combined Authority agrees to delegate the decision on the detail of the final City Region Sustainable Transport Settlement submission to the Managing Director in consultation with the Mayor and Chair of Transport Committee.
- 10.3 That the Combined Authority notes the government's proposals for Active Travel Fund Local Authority Capital Funding for 2021/22 and agrees to submit a bid proposal and Expressions of Interests to the Department for Transport.
- 10.4 That the Combined Authority agrees to delegate the decision on the detail of the final bid proposal and Expression of Interests to the DfT Active Travel Fund Local Authority Capital Fund for 2021/22 to the Chair of the Transport Committee's Active Travel Members Working Group.

## **11. Background Documents**

There are no background documents referenced in this report.

## **12. Appendices**

None.



**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Governance Arrangements**

**Director:** Angela Taylor, Director of Corporate and Commercial Services

**Author:** Angie Shearon, Governance Services Manager

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To appoint members to the Combined Authority's Culture, Arts and Creative Industries Committee and to approve a change in nominations to scrutiny committees.
- 1.2 To appoint the Chair of the Economy Scrutiny Committee and the Deputy Chairs of the Corporate, Economy and Transport Scrutiny Committees.
- 1.3 To receive a recommendation from the LEP Board in relation to the extension of the term of office of a private sector member of the Business Investment Panel.
- 1.4 To receive a recommendation that the Officer Delegation Scheme be amended to allow for the Head of Governance Services to approve an appointment to a committee during the municipal year should there be a change in nomination.
- 1.5 To make appointments to the Rail North Committee.

## 2. Information

### Local Authority nominations to committees

2.1 At the date of the Combined Authority's annual meeting on 24 June, there were outstanding nominations to be received from partner councils in respect of committee membership. Those nominations have since been received and are set out below:

- Michael Graham (Wakefield Council): Culture, Arts & Creative Industries Committee
- Darryl Smalley (York City Council): Culture, Arts & Creative Industries Committee

2.2 Following the appointment of members at the annual meeting, the following changes to nominations have been received:

- Transport Scrutiny Committee – Cllr David Green (Bradford Council) to replace Cllr Joanne Dodds
- Economy Scrutiny Committee – Cllr Jonathan Bentley (Leeds City Council) to replace Councillor Colin Campbell

### Scrutiny Committee – Chairing and Deputy Chair appointments

2.3 At the annual meeting, the CA considered the chairing and deputy chairing arrangements of the scrutiny committees and made appointments accordingly. The CA are now asked to consider the following outstanding nominations:

- Chair of Economy Scrutiny Committee: Councillor Richard Smith
- Deputy Chair, Corporate Scrutiny Committee: Geoff Winnard
- Deputy Chair, Economy Scrutiny Committee: Stephen Baines
- Deputy Chair, Transport Scrutiny Committee: Peter Caffrey

### Business Investment Panel – extension of private sector appointment

2.4 At its meeting on 21 July, the LEP Board considered a report regarding the term of office of Colin Glass, a private sector member of the Business Investment Panel, which was due to expire on 26 September 2021.

2.5 The Board recommend to the Combined Authority that the term of office of Colin Glass be extended for **one further year** as a reflection of his contribution to the work of the Panel and the LEP and also recognising that membership of the Committee was under review.

2.6 **Appendix 1** to this report provides an updated schedule setting out appointments to the Combined Authority's committees.

## **Officer Delegation Scheme**

- 2.7 Some minor amendments are requested to the Officer Delegation Scheme. Firstly, it is proposed that for the avoidance of doubt the scheme specifies that the Head of Legal and Governance Services may make any changes to committee membership required in accordance with any nominations from councils during the municipal year. This is subject to the existing proviso that any appointment has no impact on the political balance for the committee. Minor updating is also required further to the recent committee restructure, as decisions may now be made by thematic committees and the Finance, Resources and Corporate Committee. Proposed amendments are highlighted in Appendix 2.

## **Rail North Committee**

- 2.8 At its meeting on the 24 June, the Combined Authority approved the appointment of member representatives to a number of outside bodies, at that time the appointments to the Rail North Committee were outstanding. The appointments to Rail North Committee represent the Combined Authority and the City of York Council as a regional grouping and those appointed must be TfN Board Members or substitutes. It is now proposed that the following members be appointed to the Rail North Committee:

**Representative:** Councillor Susan Hinchcliffe

**Substitute:** Mayor, Tracy Brabin

The City of York Council have confirmed their agreement to the proposed joint appointments.

## **3. Tackling the Climate Emergency Implications**

- 3.1 There are no climate emergency implications directly arising from this report.

## **4. Inclusive Growth Implications**

- 4.1 There are no inclusive growth implications directly arising from this report.

## **5. Equality and Diversity Implications**

- 5.1 There are no equality and diversity implications directly arising from this report.

## **6. Financial Implications**

- 6.1 There are no financial implications directly arising from this report.

## **7. Legal Implications**

- 7.1 The appointments to Rail North Committee represent the Combined Authority and the City of York Council, as a regional grouping.

## **8. Staffing Implications**

8.1 There are no staffing implications directly arising from this report.

## **9. External Consultees**

9.1 No external consultations have been undertaken.

## **10. Recommendations**

10.1 That the Combined Authority appoints the following members as set out in paragraph 2.1 of this report:

- Michael Graham (Wakefield Council): Culture, Arts & Creative Industries Committee
- Darryl Smalley (York City Council): Culture, Arts & Creative Industries Committee

10.2 That the Combined Authority notes and approves the changes to appointments as set out in paragraph 2.2 of this report:

- Transport Scrutiny Committee – Cllr David Green (Bradford Council) to replace Cllr Joanne Dodds
- Economy Scrutiny Committee – Cllr Jonathan Bentley (Leeds City Council) to replace Councillor Colin Campbell

10.3 That the Combined Authority appoint the following chairs and deputy chairs as set out in paragraph 2.3 of this report:

- Chair of Economy Scrutiny Committee: Councillor Richard Smith
- Deputy Chair, Corporate Scrutiny Committee: Geoff Winnard
- Deputy Chair, Economy Scrutiny Committee: Stephen Baines
- Deputy Chair, Transport Scrutiny Committee: Peter Caffrey

10.4 That the Combined Authority approve the recommendation of the LEP Board to extend the term of office of Colin Glass for a further one year to 26 September 2022 as detailed in paragraphs 2.4 and 2.5 of this report:

10.5 That the Combined Authority approve amendments to the Officer Delegation Scheme as set out in Appendix 2.

10.6 That the Combined Authority approve the appointments to the Rail North Committee as set out in paragraph 2.8 of this report:

- Representative: Councillor Susan Hinchcliffe
- Substitute: Mayor, Tracy Brabin

## **11. Background Documents**

None.

## **12. Appendices**

Appendix 1 – West Yorkshire Combined Authority appointments 2021-22

Appendix 2 – Officer Delegation Scheme

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## Appointments 2021 / 2022

West Yorkshire Combined Authority								
Mayor		Bradford (Voting)	Calderdale (Voting)	Kirklees (Voting)	Leeds (Voting)	Wakefield (Voting)	York <sup>1</sup> (Non-Voting)	LEP <sup>2</sup> (Non-Voting)
Mayor: Tracy Brabin <b>(Chair)</b> Deputy Mayor: James Lewis	Member Substitute	Susan Hinchcliffe (L) Imran Khan (L)	Tim Swift (L) Jane Scullion (L)	Shabir Pandor (L) Cathy Scott (L)	James Lewis (L) Debra Coupar (L)	Denise Jeffery (L) Jack Hemingway (L)	Andrew Waller (LD) Keith Aspden (LD)	Roger Marsh Mark Roberts
Members appointed to better reflect political balance across West Yorkshire:	Member Substitute	<u>Conservative</u> Rebecca Poulsen Debbie Davies (Bradford)		<u>Liberal Democrat</u> John Lawson Stewart Golton (Leeds)	<u>Conservative</u> Matthew Robinson Andrew Carter (Leeds)			

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## Statutory Committees

	CA Members (Voting)	Bradford Co-optees	Calderdale Co-optees	Kirklees Co-optees	Leeds Co-optees	Wakefield Co-optees	Other Co-optees (Voting)
<b>Governance and Audit</b>	Susan Hinchcliffe (L) Shabir Pandor (L) Matthew Robinson (C) Tim Swift (L)	N/A	N/A	N/A	N/A	N/A	(Independent Members)  Debbie Simpson Joanna Wardman
<b>Chair:</b> Susan Hinchcliffe <b>Deputy Chair:</b> Tim Swift							

<sup>1</sup> Except where the CA resolves otherwise - see agenda item 2 (CA annual meeting - 24 June 2021)

<sup>2</sup> Except where the CA resolves otherwise - see agenda item 2 (CA annual meeting - 24 June 2021)

	CA Members (Voting)	Bradford Co-optees (Voting)	Calderdale Co-optees (Voting)	Kirklees Co-optees (Voting)	Leeds Co-optees (Voting)	Wakefield Co-optees (Voting)	York Co-optee (Non-Voting)
<b>Corporate Scrutiny Committee</b>	N/A	Jeanette Sunderland (LD)	Mike Barnes (L)	Andrew Cooper (G)	Jane Dowson (L)	Nadeem Ahmed (C)	Rachel Melly (L)
<b>Chair:</b> Peter Harrand		Carol Thirkill (L)	George Robinson (C)	Paul Davies (L)	Jacob Goddard (L)	David Jones (L)	N/A
<b>Dep Chair:</b> Geoff Winnard		Geoff Winnard (C)	Megan Swift (L)	Mel Stephen (C)	Peter Harrand (C)	Elizabeth Rhodes (L)	N/A
<b>Economy Scrutiny Committee</b>	N/A	Aneela Ahmed (L)	Stephen Baines (C)	Manisha Kaushik (L)	Kayleigh Brooks (L)	Samantha Harvey (C)	Andrew Hollyer (LD)
<b>Chair:</b> Richard Smith		Bob Felstead (C)	Dot Foster (L)	Richard Smith (C)	Jonathan Bentley (LD)	Olivia Rowley (L)	N/A
<b>Dep Chair:</b> Stephen Baines		Zafar Iqbal (L)	Audrey Smith (L)	Harpreet Uppal (L)	Dawn Collins (C)	Graham Isherwood (L)	N/A
<b>Transport Scrutiny Committee</b>	N/A	David Green (L)	Peter Caffrey (C)	Donald Firth (C)	Sharon Hamilton (L)	Harry Ellis (L)	Stephen Fenton (LD)
<b>Chair:</b> Amanda Parsons-Hulse		Luke Majkowski (C)	Amanda Parsons-Hulse (LD)	Yusra Hussain (L)	Robert Finnigan (MBI)	Nic Stansby (C)	N/A
<b>Dep Chair:</b> Peter Caffrey		Ruth Wood (L)	Labour nominee tbc	Anthony Smith (LD)	Paul Wray (L)	Labour nominee tbc	N/A

### Decision Making Ordinary Committee

	CA Members (Voting)	Bradford	Calderdale	Kirklees	Leeds	Wakefield
<b>Finance, Resources &amp; Corporate Committee</b>	Tracy Brabin (Mayor) Susan Hinchcliffe (L) Denise Jeffery (L) James Lewis (L) Shabir Pandor (L) Tim Swift (L) Roger Marsh (LEP) <sup>3</sup>	N/A	N/A	N/A	N/A	N/A
<b>Chair:</b> Tracy Brabin						
<b>Dep Chair:</b> Roger Marsh						

<sup>3</sup> Voting rights in accordance with the resolution of the CA – see agenda item 2 (CA annual meeting - 24 June 2021)

## Combined Authority Thematic Committees

	CA Members (Voting)	Local Authority Co-optees (Voting except for York co-optee)	LEP Board Members (Non-voting except where Deputy Chair)	Private Sector Representatives (Non-Voting)	Advisory Representatives – ex-officio (Non-Voting)	
153	<b>Business, Economy and Innovation Committee</b>  <b>Chair:</b> Shabir Pandor  <b>Deputy Chair:</b> Andrew Wright	Shabir Pandor (Portfolio Holder)	<b>Bradford:</b> Alex Ross-Shaw (L) <b>Calderdale:</b> Jane Scullion (L) <b>Kirklees:</b> Eric Firth (L) <b>Leeds:</b> Jonathan Pryor (L) <b>Wakefield:</b> Darren Byford (L) <b>York:</b> Andrew Waller (LD)	Amir Hussain Mandy Ridyard Andrew Wright	Martin Booth Mike Danby Richard Paxman Andy Peterson David Sidlow Philip Wilson Simon Wright	<ul style="list-style-type: none"> <li>Yorkshire Universities; Director (Peter O’Brien)</li> <li>Leeds City Region Universities; 2 reps at Pro-Vice Chancellor level (Prof Nick Plant &amp; Sue Cooke)</li> <li>WY Consortium of Colleges; FE Rep (Derek Whitehead)</li> <li>West &amp; North Yorkshire Chamber of Commerce; Chief Executive (Sandy Needham)</li> <li>Innovate UK; Regional Manager (Lee Viney)</li> <li>Health-tech/Digital Health; Rep (Neville Young)</li> <li>Department for International Trade; Regional Director for Yorkshire &amp; Humber (Simon Mellon)</li> </ul>
	<b>Climate, Energy &amp; Environment Committee</b>  <b>Chair:</b> Tim Swift  <b>Deputy Chair:</b> Mark Roberts	Tim Swift (Portfolio Holder)	<b>Bradford:</b> Sarah Ferriby (L) <b>Calderdale:</b> Scott Patient (L) <b>Kirklees:</b> Andrew Cooper (G) <b>Leeds:</b> Neil Walshaw (L) <b>Wakefield:</b> Jack Hemingway (L) <b>York:</b> Andrew Waller (LD)	Simon Pringle Mark Roberts	William Firth Richard Goodfellow Natasha Luther-Jones Dr Alice Owen Leah Stuart Ben Tongue	<ul style="list-style-type: none"> <li>Northern Powergrid; Rep (Jim Cardwell)</li> <li>Yorkshire Water; Rep (Nevil Muncaster)</li> <li>Northern Gas Grid; Rep (Melanie Taylor)</li> <li>The Environment Agency; Rep (Rosa Foster)</li> </ul>
<b>Culture, Arts &amp; Creative Industries Committee</b>  <b>Chair:</b> Tracy Brabin  <b>Deputy Chair:</b> Helen Featherstone	Tracy Brabin (Portfolio Holder)	<b>Bradford:</b> Sarah Ferriby (L) <b>Calderdale:</b> Jenny Lynn (L) <b>Kirklees:</b> Will Simpson (L) <b>Leeds:</b> Jonathan Pryor (L) <b>Wakefield:</b> Michael Graham (L) <b>York:</b> Darryl Smalley (LD)	Helen Featherstone	To be confirmed	To be confirmed	

<b>Employment and Skills Committee</b>	James Lewis (Portfolio Holder)	<b>Bradford:</b> Imran Khan (L) <b>Calderdale:</b> Silvia Dacre (L) <b>Kirklees:</b> Peter McBride (L) <b>Leeds:</b> Kayleigh Brooks (L) <b>Wakefield:</b> Darren Byford (L) <b>York:</b> Keith Orrell (LD)	Rashik Parmar	Martin Booth Mark Cowgill Orlagh Hunt Richard Mason Liz Needleman Claire Paxman Glynn Robinson Amanda Stainton	<ul style="list-style-type: none"> <li>West Yorkshire Skills Partnership; Chair (Nav Chohan)</li> <li>West Yorkshire Skills Partnership; 2 Deputy Chairs (Tim Thornton and Alex Miles)</li> <li>Leeds City Region Headteachers Network; Rep (David Cooper)</li> <li>Higher Education Rep (Peter O’Brien)</li> <li>Further Education Rep (Colin Booth)</li> <li>Yorkshire &amp; Humber NHS; Local Director Y&amp;H (Mike Curtis)</li> <li>Department of Work and Pensions; Rep (Sue Soroczan)</li> <li>Voluntary and Community Sector Representative (Sam Alexander)</li> <li>Trades Union Congress, Yorkshire &amp; the Humber (Bill Adams)</li> </ul>
<b>Chair:</b> James Lewis  <b>Deputy Chair:</b> Rashik Parmar					
<b>Place, Regeneration &amp; Housing Committee</b>	Denise Jeffery (Portfolio Holder)	<b>Bradford:</b> Alex Ross-Shaw (L) <b>Calderdale:</b> Jane Scullion (L) <b>Kirklees:</b> Peter McBride (L) <b>Leeds:</b> Helen Hayden (L) <b>Wakefield:</b> Darren Byford (L) <b>York:</b> Denise Craghill (G)	Helen Featherstone Amir Hussain	Andrew Latchmore	<ul style="list-style-type: none"> <li>Homes England; Rep (Tamsin Hart – Jones)</li> <li>LCR Housing Partnership (Helen Lennon)</li> </ul>
<b>Chair:</b> Denise Jeffery  <b>Deputy Chair:</b> Amir Hussain					

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Transport Committee	CA Members (Voting)	Bradford Co-optees (Voting)	Calderdale Co-optees (Voting)	Kirklees Co-optees (Voting)	Leeds Co-optees (Voting)	Wakefield Co-optees (Voting)	York Co-optee (Non-Voting)	Other Co-optees (Non-Voting)
	Susan Hinchcliffe (Portfolio Holder)	Suhail Choudhry (L)	Daniel Sutherland (L)	Martyn Bolt (C)	Neil Buckley (C)	Allan Garbutt (L)	Andy D’Agorne (G) (Non-Voting)	Simon Pringle
<b>Transport Portfolio Lead/Chair:</b> Susan Hinchcliffe <b>Lead Member, Public Transport:</b> Kim Groves <b>Lead Member, Active Travel:</b> Manisha Kaushik <b>Leader of the Opposition:</b> Martyn Bolt		Rizwana Jamil (L)	Robert Thornber (C)	James Homewood (L)	Lou Cunningham (L)	Charlie Keith (L)		Mark Roberts
		Naveed Riaz (C)		Manisha Kaushik (L)	Kim Groves (L)			(LEP Board members)
		Taj Salam (L)				Colin Campbell (LD)		

## West Yorkshire Combined Authority Advisory Committees

Business Investment Panel	CA Members (Voting)	Local Authority Co-optees (Voting)	LEP Board Member (Non-voting except where Deputy Chair)	Private Sector Representatives (Non-voting except where Deputy Chair)
<b>Chair:</b> Shabir Pandor  <b>Deputy-Chair:</b> Simon Wright	Shabir Pandor (Portfolio Holder)	<b>Bradford:</b> Alex Ross-Shaw (L) <b>Calderdale:</b> Jane Scullion (L) <b>Kirklees:</b> Cathy Scott (L) <b>Leeds:</b> Helen Hayden (L) <b>Wakefield:</b> Darren Byford (L)	TBC	Michael Allen Colin Glass Jonathan King Simon Wright Gareth Yates

Leeds City Region Partnership Committee	CA Members (Voting)	Partner Council Co-optees (Ex-officio Leaders) (Voting)	Substitutes for Partner Council Co-optees	Co-opted Members (Voting)
<b>Chair:</b> Mayor (Tracy Brabin)  <b>Deputy Chair:</b> Deputy Mayor (James Lewis)	<b>Mayor:</b> Tracy Brabin <b>Bradford:</b> Susan Hinchcliffe (L) <b>Calderdale:</b> Tim Swift (L) <b>Kirklees:</b> Shabir Pandor (L) <b>Leeds:</b> James Lewis (L) <b>Wakefield:</b> Denise Jeffery (L) <b>York:</b> Keith Aspden (LD) <b>LEP Chair:</b> Roger Marsh	<b>Craven:</b> Richard Foster <b>Harrogate:</b> Richard Cooper <b>North Yorkshire:</b> Carl Les <b>Selby:</b> Mark Crane	<b>Craven:</b> Simon Myers <b>Harrogate:</b> TBC <b>North Yorkshire:</b> Gareth Dadd <b>Selby:</b> Richard Musgrave	<b>Chair, York &amp; North Yorkshire LEP:</b> Helen Simpson

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## Part 3

### Section 4 - West Yorkshire Combined Authority Officer Delegation Scheme: Non-Mayoral and Mayoral General Functions

#### 1. Introduction

##### *General Roles and Responsibilities of Officers*

- 1.1 The Combined Authority and the Mayor approve strategies and policies which determine the framework in which operational decisions are made – see further the Budget and Policy Procedure Rules in Part 4 of the Constitution.
- 1.2 Officers implement decisions made by the Combined Authority (or any decision-making committee of the Combined Authority) and the Mayor. Officers also take measures to carry out these policies and decide day-to-day operational matters, within the framework of these decisions.
- 1.3 Officers must comply with Article 13 (Decision-making) in Part 2 of the Constitution when exercising authority delegated to them.
- 1.4 Decision-making by officers is subject to other control measures. These include:-
  - Standing Orders including the Contracts Standing Orders and Financial Regulations in Part 4 of the Constitution,
  - Officers' Codes of Conduct, gifts and hospitality policy and the Conflicts of Interest Policy and Protocols in Part 5 of the Constitution,
  - organisational values,
  - an anti-fraud, bribery and corruption policy, and
  - internal audit and risk management arrangements.
- 1.5 When exercising their delegated authority, an officer must:
  - ensure that the decision conforms with and furthers strategies and policies approved or endorsed by the Combined Authority and the Mayor, and
  - follow approved practices and procedures of the Combined Authority including the Leeds City Region Assurance Framework, relevant Government guidance and industry/professional best practice.

##### *Delegations to Officers*

- 1.6 This Officer Delegation Scheme sets out:

- Non-Mayoral Functions delegated to officers by the Combined Authority, *and*
  - *Mayoral General Functions delegated to officers by the Mayor.*
- 1.7 The Combined Authority *or the Mayor* may also delegate decisions outside of this Scheme to a Combined Authority officer in relation to any specific matter, subject to statutory restrictions.
- 1.8 The Combined Authority's Standing Orders in Part 4 of the Constitution including Contracts Standing Orders and Financial Regulations also delegate to specified officers or post-holders.
- 1.9 Where the Combined Authority have appointed a committee to discharge functions, that committee may also delegate any of those functions or a decision in relation to a specific matter within the committee's terms of reference, to an officer<sup>1</sup> – see further Article 7 (Ordinary Committees) in Part 2 of the Constitution.
- 1.10 The Combined Authority (or a committee) *or the Mayor* may continue to exercise any function which it has delegated to an officer.

#### *Sub-delegations*

- 1.11 Unless required by law or expressly indicated in the Scheme, an officer is not required to discharge their delegated authority personally, (although they will remain responsible for any decision taken on their behalf). Such an officer may arrange for another officer of suitable experience and seniority to exercise the delegated authority on their behalf.

#### *Referral of matters to the Combined Authority or relevant committee – Non-Mayoral Functions*

- 1.12 An officer may decide not to exercise their delegated authority in relation to any matter. If so, the officer shall refer the matter to the Combined Authority or a relevant committee.<sup>2</sup>

#### *Referral of matters to the Mayor – Mayoral General Functions*

- 1.13 *An officer may decide not to exercise their delegated authority in relation to any matter. If so, the officer shall refer the matter to the Mayor.*

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<sup>1</sup> A committee's power to delegate may, however, be limited by the Combined Authority or in some circumstances by the law.

<sup>2</sup> For determination or consultation.

### *Key Decisions<sup>3</sup>*

- 1.14 The Access to Information Rules in Part 4 of the Constitution apply where an officer exercises their delegated authority to take a Key Decision.

### *Call-in of officers' decisions*

- 1.15 Any **Key Decision** taken by an officer under delegated authority is open to call-in, in accordance with the Scrutiny Standing Orders in Part 4 of the Constitution.

### *Recording officer decisions*

- 1.16 An officer is required to complete a **written record** of their decision in accordance with the Access to Information Rules in Part 4 of the Constitution.

### *Concurrent Functions and Statutory Consents*

- 1.17 An officer proposing to exercise their delegated authority in respect of any Concurrent Function<sup>4</sup> must follow any **Protocol** agreed by the Combined Authority with Constituent Councils relating to Concurrent Functions, including in relation to consultation processes – see further Section 5 of Part 3 of the Constitution.
- 1.18 No officer may exercise their delegated authority in relation to any function which requires a Statutory Consent required by the 2021 Order,<sup>5</sup> where that Statutory Consent has yet to be given – see further the Access to Information Rules in Part 4 of the Constitution
- 1.19 An officer should exercise their delegated authority in relation to any function in respect of which a Statutory Consent has been given, in accordance with the terms of that Statutory Consent.

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<sup>3</sup> Any reference to a Key Decision in this Scheme is to be taken as a Key Decision as defined by the Access to Information Rules

<sup>4</sup> That is, any function of the Combined Authority (including a function exercisable by the Mayor) conferred by the 2021 Order which is exercisable concurrently with the Constituent Councils

<sup>5</sup> The West Yorkshire Combined Authority (Election of Mayor and Functions) Order 2021 – see further the Access to Information Rules Part 4 of the Constitution

## 2. Officer Delegation Scheme: delegations

Any reference to a **Director** within this Officer Delegation Scheme is to be construed as a reference to any officer (including any interim postholder) to whom Functions are delegated by the Combined Authority under the General Delegations section of the Scheme, except where the context requires otherwise.

Any reference to a Function delegated under this Officer Delegation Scheme should be construed in a broad and inclusive fashion and includes the doing of anything which is calculated to facilitate, or is conducive or incidental to, the specified Function.

- 2.1 The Managing Director may direct a Director not to exercise their authority delegated under this Scheme in respect of a particular matter and to refer the matter for determination
- in respect of any Non-Mayoral Function to a relevant committee to the Combined Authority, or (where the delegated authority is of a general delegation), to the Managing Director, *or*
  - *in respect of any Mayoral Function to the Mayor.*

### *General Delegations (Non-Mayoral Functions) to:*

- The Managing Director
- The Director of Delivery
- The Director, Corporate and Commercial Services
- The Director of Transport Services
- The Director of Strategy, Communications and Policing
- The Director of Policy and Development and
- The Director of Economic Services

- 2.2 Each Director is authorised to carry into effect without reference to the Combined Authority or to any of its committees, **matters of day-to-day management and administration** in relation to functions within their remit. This includes the following:

### *Expenditure*

- 2.3 To incur expenditure within the revenue budget in accordance with the Financial Regulations and Contracts Standing Orders in Part 4 of the

Constitution.

- 2.4 To incur expenditure on capital schemes, in accordance with the Capital Programme and Financial Regulations, provided that expenditure has been authorised in accordance with the Assurance Framework – see further Article 10 (the LEP).

### *Human Resources*

- 2.5 To appoint officers within the approved staffing structure in accordance with the Combined Authority's Recruitment and Selection Procedure, provided that the Managing Director<sup>6</sup> has confirmed that a vacant post is released for recruitment.

- 2.6 To appoint officers on a temporary basis to provide cover for absences.<sup>7</sup>

- 2.7 With the exception of

- granting voluntary redundancy requests,
- releasing preserved pension benefits on ill health grounds, and
- payments to any officer for loss or damage to property arising out of their employment with the Combined Authority

to determine any employment issue arising in respect of an individual officer in accordance with agreed procedures and the relevant national conditions of service as modified or extended by any local or national agreements, subject to consultation with the Director, Corporate and Commercial Services where the decision has any direct financial impact on the Combined Authority.

### *Proper Officer functions*

- 2.8 Each Director<sup>8</sup> is appointed the Proper Officer for any function within their remit

### *Miscellaneous*

- 2.9 To implement and ensure compliance with requirements relating to:
- a) health and safety

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<sup>6</sup> Or the Head of Human Resources on behalf of the Managing Director

<sup>7</sup> For example, caused by long term sickness, maternity leave or any vacancy on the approved staffing structure

<sup>8</sup> The Head of Legal and Governance Services is to be taken as a Director, for the purposes of this function

- b) data protection<sup>9</sup>, freedom of information and transparency,
- c) surveillance activities,
- d) human rights,
- e) risk management and
- f) equality and diversity.

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<sup>9</sup> In the exercise of this function, Directors must have regard to any information and advice provided by the Combined Authority's Data Protection Officer – see Article 12 (Officers) in Part 2 of the Constitution

### 3. Managing Director

3.1 The Managing Director is designated the **Head of Paid Service** of the Combined Authority – see further Article 12 (Officers) in Part 2 of the Constitution.

3.2 With the exception of any matter which the Mayor has directed should be referred to the Combined Authority for determination, the Managing Director is authorised to exercise any **Non-Mayoral Function** which is not:

- expressly reserved to the Combined Authority<sup>10</sup>,
- a function of any other officer in their capacity as a statutory officer<sup>11</sup>, nor
- submitting an application for European Regional Development Fund investment to support delivery of the Leeds City Region Sustainable Urban Development strategy<sup>12</sup>

**provided always that:**

- a) exercising this authority to approve any economic development loan is subject to the conditions set out below,<sup>13</sup> and
- b) any decision in respect of an application for a loan or grant from a business where a potential conflict of interest arises from the involvement with that business of any person on the LEP or of a Combined Authority Member or Co-optee is taken in accordance with the Conflicts of Interest Protocol.<sup>14</sup>

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<sup>10</sup> The reserved functions are set out in Section 2.2 of Part 3 of the Constitution

<sup>11</sup> For the purposes of this scheme, this includes any function carried out by an officer in the capacity of Senior Information Risk Officer

<sup>12</sup> This function is delegated to the Director of Strategy, Communications and Policing only, to facilitate arrangements for the maintaining of ethical walls between the Combined Authority as Intermediate Body and potential applicant

<sup>13</sup> The Managing Director may approve any economic development loan only

- i. after its approval in principle by the Combined Authority, (or where approval cannot be sought from the Combined Authority in a timely way, after consultation with each member of the Combined Authority and in the absence of any objection or issue raised by a member of the Combined Authority), and
- ii. taking into account any recommendations of any relevant committee or sub-committee in relation to due diligence and final terms

<sup>14</sup> The Conflicts of Interest Protocol: loans or grants to businesses in Part 5 of the Constitution sets out the process which the LEP and the Combined Authority follow to demonstrate that applications from businesses for loans or grants are dealt with in an impartial, fair and transparent way

### 3.3 *[Mayoral General Functions to be approved by the Mayor]*

#### 4. Director, Corporate and Commercial Services

4.1 The Director, Corporate and Commercial Services is the Section 73 **Chief Finance Officer**<sup>15</sup> of the Combined Authority, and as such exercises any statutory function of the Chief Finance Officer, including making arrangements for the proper administration of the Combined Authority's financial affairs<sup>16</sup> - see further Article 12 (Officers)

4.2.1 The Director, Corporate and Commercial Services is authorised to exercise the following Non-Mayoral functions:

a) To act as Senior Information Risk Officer.<sup>17</sup>

b) With the exception of any matter:

- expressly reserved to the Combined Authority<sup>18</sup>, or
- which the Managing Director has directed the Director, Corporate and Commercial Services to refer to the Combined Authority or any committee for determination,

to carry out any function in relation to:

i. human resources<sup>19</sup>,

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<sup>15</sup> Appointed under Section 73 Local Government Act 1985

<sup>16</sup> For the purposes of this Scheme, this is taken to include authority to approve Financial Regulations and Contracts Standing Orders in Part 4 of the Constitution

<sup>17</sup> This includes:

- coordinating the development and maintenance of information risk management policies, procedures and standards for the Combined Authority,
- ensuring the Combined Authority has appropriate assessment processes for information risk,
- reviewing and agreeing actions in respect of identified information risks, to ensure that the Combined Authority's approach to information risk is effective in terms of resource, commitment and execution and that this is communicated to all staff,
- providing a focal point for the resolution and/or discussion of information risk issues and
- ensuring that the Combined Authority's Governance and Audit committee is adequately briefed on information risk issues

<sup>18</sup> The reserved functions are set out in Section 2.2 of Part 3 of the Constitution

<sup>19</sup> Including granting voluntary redundancy requests, and releasing preserved pension benefits on ill

- ii. information and communications technology,
- iii. knowledge and information management,
- iv. procurement and purchasing,
- v. audit arrangements,
- vi. strategic risk management and business continuity, and
- vii. health and safety policy and strategy development, monitoring and reporting.

1. To negotiate and to settle claims for or against the Combined Authority whether or not legal proceedings have begun subject to:

- the value<sup>20</sup> of the settlement not exceeding £100,000, and
- professional advice being obtained, where appropriate, that the settlement represents good value for money, and
- consultation with the Mayor in relation to any settlement value over £50,000.

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health grounds and payments up to £250 to officers for loss or damage to property arising out of their employment with the Combined Authority, but excepting those statutory functions which fall to the Head of Paid Service, and those functions delegated to any Director under the General Delegations above

<sup>20</sup> "Value" means the monetary sum to be paid in settlement of a claim against the Combined Authority or in the case of claims brought by the Combined Authority the difference between the sum claimed and the value of the settlement.

## 5. Head of Legal and Governance Services

5.1 The Head of Legal and Governance Services is designated the **Monitoring Officer**<sup>21</sup> for the Combined Authority, and as such exercises any statutory function of the Monitoring Officer – see further Article 12 (Officers) in Part 2 of the Constitution.

5.2 With the exception of any matter:-

- expressly reserved to the Combined Authority<sup>22</sup> or
- which the Managing Director has directed the Head of Legal and Governance Services to refer to the Combined Authority or **any committee** for determination,

to carry out the following functions:

### *Legal proceedings and settlements*

5.3 To take any legal action to implement a decision of the Combined Authority.

5.4 To institute, defend or participate in any proceedings or disputes where such action is necessary to give effect to a decision of the Combined Authority or to protect the interests of the Combined Authority, and to take all necessary steps in relation to such proceedings or disputes.

5.5 To enforce byelaws.

5.6 To make payments or provide other benefits in cases of maladministration.

5.7 To negotiate and to settle claims for or against the Combined Authority whether or not legal proceedings have begun subject to:

- the value<sup>23</sup> of the settlement not exceeding £75,000, and
- professional advice being obtained, where appropriate, that the settlement represents good value for money, and

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<sup>21</sup> Designated under Section 5 Local Government and Housing Act 1989. For the purposes of this Scheme this includes the following functions:

- To establish, maintain and publish the register of Combined Authority Members' interests
- Following consultation with the Chair of the Governance and Audit Committee, to consider and determine written requests for dispensations
- To administer the appointment and remuneration of Independent Persons
- To maintain and keep the officers' notifications of interests

<sup>22</sup>The reserved functions are set out in Section 2.2 of Part 3 of the Constitution

<sup>23</sup> "Value" means the monetary sum to be paid in settlement of a claim against the Combined Authority or in the case of claims brought by the Combined Authority the difference between the sum claimed and the value of the settlement.

- consultation with the Mayor about any settlement value over £50,000.

### *Documentation*

- 5.8 To certify documents on behalf of the Combined Authority.
- 5.9 To authenticate the seal of the Combined Authority and keep custody of it.
- 5.10 To sign certificates for contracts in accordance with Local Government (Contracts) Act 1997.

### *Insurance and indemnities*

- 5.11 To secure all necessary and sufficient insurances and indemnities (including officers' and public and employer's liability).

### *Authorising officers*

- 5.12 To authorise officers possessing such qualifications as may be required by law or in accordance with the Combined Authority's policy, to take samples, carry out inspection, enter premises and generally perform the functions of a duly authorised officer of the Combined Authority (however described) and to issue any necessary certificates of authority.

### *Governance*

- 5.13 To discharge secretarial and other functions in relation to meetings of the Combined Authority and its committees.
- 5.14 To make any changes<sup>24</sup> to any governance document<sup>25</sup> of the Combined Authority which are required:
- as a result of legislative change or decisions of the Combined Authority or the Mayor,
  - to enable them to be kept up to date, or
  - for the purposes of clarification only.
- 5.15 To make any changes<sup>26</sup> to the Assurance Framework which are required:
- as a result of legislative change or decisions of the Combined Authority or the Mayor,
  - to enable it to be kept up to date, or
  - for the purposes of clarification only.
- 5.16 In relation to Local Authority Co-optees (and only in accordance with any nomination by the relevant Constituent Council, the Non-Constituent Council

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<sup>24</sup> Any such changes shall be recorded and published

<sup>25</sup> except for the Contracts Standing Orders and Financial Regulations which fall to the Director, Corporate and Commercial Services to amend

<sup>26</sup> Any such changes shall be recorded and published

or other partner council) to make any change to the membership of any committee of the Combined Authority, provided that the appointment has no impact on the political balance for the committee<sup>27</sup>.

#### *Members' Allowances*

5.17 To administer the Members' Allowances Scheme in Part 6 of the Constitution.

#### *Interests in Land*

5.18 To obtain particulars of persons interested in land<sup>28</sup>.

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<sup>27</sup> The Head of Legal and Governance Services will report any appointment confirmed under this delegated authority to the Combined Authority as soon as reasonably practicable

<sup>28</sup> Section 16 of the Local Government (Miscellaneous Provisions) Act 1976

## The Director of Strategy, Communications and Policing

1. To submit applications (on behalf of the Combined Authority exclusively or in partnership with other external stakeholders) for European Regional Development Fund investment to support delivery of the Leeds City Region Sustainable Urban Development strategy<sup>29</sup>.
2. To carry out any function in relation to equality and diversity strategy development and monitoring.

Document version control	
<b><i>Municipal Year:</i></b>	<i>2021-22</i>
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<b><i>Document approved by:</i></b>	<i>The Combined Authority</i>
<b><i>Date:</i></b>	<i>29 July 2021</i>
<b><i>To be of effect from:</i></b>	<i>29 July 2021</i>

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<sup>29</sup> The Combined Authority has been designated as an Intermediate Body (IB) for the Leeds City Region Sustainable Urban Development Strategy with roles including inputting into project calls and assessment of applications. The purpose of this delegation is to facilitate arrangements for the maintaining of ethical walls between the Combined Authority as IB and potential applicant.



**Report to:** West Yorkshire Combined Authority

**Date:** 29 July 2021

**Subject:** **Minutes for Information**

**Director:** Angela Taylor, Director of Corporate and Commercial Services

**Author:** Ruth Chaplin, Governance Services Officer

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	
Are there implications for equality and diversity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1. Purpose of this report

- 1.1 To provide Members with details of the minutes of committees and panels that have been published on the West Yorkshire Combined Authority's website since the last meeting.

## 2. Information

- 2.1 The following minutes have been published on the West Yorkshire Combined Authority's website and can be accessed [here](#):

- Transport Committee held on 14 May and 2 July 2021
- Investment Committee held on 8 June 2021
- LEP Board held on 9 June 2021

## 3. Tackling the Climate Emergency Implications

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

**4. Inclusive Growth Implications**

4.1 There are no inclusive growth implications directly arising from this report.

**5. Equality and Diversity Implications**

5.1 There are no equality and diversity implications directly arising from this report.

**6. Financial Implications**

6.1 There are no financial implications directly arising from this report.

**7. Legal Implications**

7.1 There are no legal implications directly arising from this report.

**8. Staffing Implications**

8.1 There are no staffing implications directly arising from this report.

**9. External Consultees**

9.1 No external consultations have been undertaken.

**10. Recommendations**

10.1 That the minutes of the Combined Authority's committees and panels be noted.

**11. Background Documents**

11.1 There are no background documents referenced in this report.

**12. Appendices**

12.1 None.