

WEST YORKSHIRE COMBINED AUTHORITY

**MEETING TO BE HELD AT 11.00 AM ON FRIDAY, 9 SEPTEMBER 2022
IN COMMITTEE ROOM 1, WELLINGTON HOUSE, 40-50 WELLINGTON
STREET, LEEDS**

A G E N D A

Please note that this meeting will be filmed for live or subsequent broadcast via the Combined Authority's internet site. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. Generally the public seating areas will not be filmed; however by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting. 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 Appendix 2 of Agenda Item 9 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 Appendix 2 of Agenda Item 9.
 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 Appendix 2 of Agenda Item 9 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 22 JULY 2022

(Pages 1 - 8)

For Decision

5. CRISIS IN THE COST OF LIVING AND DOING BUSINESS

(Lead Member: The Mayor, Director: Alan Reiss)

(Pages 9 - 36)

6. BUS SERVICE REVENUE FUNDING AND EXPENDITURE

(Lead member: Cllr S Hinchcliffe, Director: Dave Pearson)

(Pages 37 - 42)

7. BUS SERVICE IMPROVEMENT PLAN UPDATE

(Lead member: Cllr S Hinchcliffe, Director: Dave Pearson)

(Pages 43 - 48)

8. GOVERNANCE - REPRESENTATION ON OUTSIDE BODIES

(Lead Member: The Mayor, Director: Angela Taylor)

(Pages 49 - 54)

9. PROJECT APPROVALS

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

(Pages 55 - 90)

For Information

10. MINUTES FOR INFORMATION

(Pages 91 - 92)

Signed:



**Chief Executive
West Yorkshire Combined Authority**



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON FRIDAY, 22 JULY 2022 AT COMMITTEE ROOM 1,
WELLINGTON HOUSE, LEEDS**

Present:

Mayor Tracy Brabin (Chair)
Councillor James Lewis
Councillor Shabir Pandor
Councillor Rebecca Poulsen
Councillor Matthew Robinson
Mark Roberts

Councillor Tim Swift MBE
Councillor Andrew Waller

West Yorkshire Combined Authority
Leeds City Council
Kirklees Council
Bradford Council
Leeds City Council
Leeds City Region Enterprise
Partnership
Calderdale Council
City of York Council

In attendance:

Ben Still
Brian Archer
Melanie Corcoran
Liz Hunter
Kevin Murray
Dave Pearson
Angela Taylor
Rebecca Brookes
Mathew Page
Heather Waddington
Ian Parr

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23. Apologies for Absence

Apologies for absence were received from Cllr Golton, Cllr Hinchcliffe, Cllr Holdsworth, Cllr Jeffery, Cllr Khan, and Cllr Morley

The Mayor expressed thanks to the West Yorkshire Fire and Rescue Service for their efforts tackling fires in West Yorkshire and surrounding authorities over the recent heatwave. The Mayor stressed that the extreme weather highlights the need to take more action to tackle the climate emergency.

The Mayor noted that since the previous meeting, Arriva had undertaken more strike action following the rejection of a revised offer made by the

union. The Mayor expressed disappointment at the lack of notice and the resulting impact on communities, and informed the members she will remain in contact with both sides to ensure a fair and swift resolution.

The Mayor explained that changes within the Government have delayed the agreement of the City Region Sustainable Transport Settlement (CRSTS) and also the Bus Service Improvement Plan (BSIP) funding. To ensure there is no delay in delivery these schemes will progress with the assumption of agreement until confirmation from the Government. Further information regarding the operation of HS2 trains from Sheffield into Leeds is currently being awaited.

The Mayor confirmed she had recently returned from the Harvard City Leadership Initiative in America, which brought together Mayors from around the world. The conference facilitated the forging of links and sharing of best practice between leaders, which will benefit the region.

24. Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

25. Exempt Information - Possible Exclusion of the Press and Public

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

26. Minutes of the Meeting of the Combined Authority held on 23 June 2022

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 23 June 2022 be approved and signed by the Chair.

27. BSIP Enhanced Partnership Scheme

The Combined Authority considered a report of the Director of Transport and Property Services to provide an overview of the content included in the draft Bus Service Improvement Plan Enhanced Partnership Scheme.

Officers confirmed that the Combined Authority is waiting for a response from the Department for Transport, with the expectation that agreement will be given to go ahead as planned. The BSIP funding has identified approximately £37 million for bus fare reduction, and £31 million for network improvements. There is the need to further engage bus operators and other stakeholders, and assuming that the plan is confirmed to proceed it will be implemented from Autumn onwards.

Members welcomed the BSIP funding, and questioned what conversations the Mayor had held with operators to ensure services continue when government recovery funding ceases at the end of September. The Mayor advised that she has spoken to operators to emphasise the need to keep as many services operating as possible, since up to 62 routes could be affected, impacting multiple wards across West Yorkshire. The Mayor's Big Bus Chat is also taking place to hear the voice and needs of communities.

Members questioned how operators will ensure reliable services, and if all operators will have the necessary ticket machine technology by the time the reduced fares are implemented. Officers responded that multiple factors could impact the reliability of buses, including the availability of drivers as well as the state of the highway network. The CRSTS funding includes highway improvements and will identify key areas which will improve traffic flow and priority for buses. The Combined Authority has also supported operators with the recruitment and retention of drivers to ensure adequate staffing levels.

Regarding ticketing, all major bus operators have already equipped or are under way with equipping all buses with card readers. Smaller operators including school buses are being supported to implement the necessary technology before the Autumn, though most tickets for young people are bought via the app rather than on the bus.

Resolved:

- (i) that the publication of the Notice of Intent that a draft BSIP Enhanced Partnership Scheme for West Yorkshire has been prepared (subject to feedback from the Department for Transport) be approved.
- (ii) that progression through the subsequent statutory milestones in relation to the Scheme, including operator objection period, consultation and making the Scheme be approved.
- (iii) that arrangements to progress the implementation of the cheaper fares proposal in consultation with the Mayor and Chair of Transport Committee be agreed.

28. Bus Service Revenue Funding and Expenditure

The Combined Authority considered a report of the Director of Corporate and Commercial Services, to provide an update on current financial pressures impacting spend on the bus services and to recommend arrangements to ensure sound budget management.

Officers explained the report follows a similar report to the Finance, Resources and Corporate Committee where figures were presented in greater detail. Changing patterns of bus patronage has made the bus tendered services budget more volatile, with additional pressure caused by inflation and funding during Covid-19. Internal Audit is reviewing controls in place and budget updates be made regularly to the Finance, Resources and Corporate Committee and the Combined Authority. The recommendation in the report seeks to rebalance the budget up to date using a virement from the Concessionary Travel budget, which will resolve the budget issue to date with more work to be done to consider further impacts in the remainder of the year.

Resolved:

- (i) that the current position with bus service and concessionary fare spending and the actions being taken to mitigate the current budgetary position be noted.
- (ii) that a virement of £2.1 million from the 2022/23 concessionary travel budget to the tendered bus service budget as set out in Appendix A be approved.

29. UK Shared Prosperity Fund Investment Plan

The Combined Authority considered a report of the Director of Strategy, Communications and Policing to provide a further update on progress made on developing the West Yorkshire UKSPF Local Investment Plans. Officers explained the paper follows the previous report to the Combined Authority, and concerns the main core paper which is due to be submitted to the Government on 26 July. The report also recommends the establishment of the West Yorkshire UKSPF Partnership Group to be chaired by the Interim Chair of the LEP.

Members requested that cross-party membership of the Partnership Group be considered, and that access to the different elements of UKSPF and other funding sources should be through a single access point. The need to encourage match funding from private business was noted.

Officers suggested that the Combined Authority members approve the Investment Plan for submission as presented. The Mayor forwarded the motion, which was seconded by members.

Resolved:

- (i) that the progress made on developing the West Yorkshire UKSPF Local Investment Plans be noted.
- (ii) that the establishment of the West Yorkshire UKSPF Local Partnership Group as well as the appointment of Mark Roberts as the Chair in his capacity as Chair of the LEP be approved.
- (iii) that the Local Investment Plan for the core UKSPF programme, and its submission to Government be approved.

30. West Yorkshire Mass Transit

The Combined Authority considered a report of the Interim Director of Mass Transit to set out the vision for West Yorkshire Mass Transit, and outline the progress made in last 12 months.

Members questioned how the potential modes of mass transit might look, and if there are any proposed routes that will be used. Officers responded there is no one mode that will be used, and there are options to explore based on the most appropriate method for each route. There are no strict routes, however nine key travel corridors have been identified and work to develop the plans will continue over the next 18 months.

It was questioned if the Mass Transit Vision includes consideration of the increasing introduction of autonomous vehicles to the road network. Officers responded that autonomous vehicles are being considered, and the aim is to create a system which is resilient to future changes and works alongside new technology. There are opportunities to work alongside partners and businesses that specialise in autonomous vehicle technology to inform the Mass Transit Vision and produce more effective outcomes.

Resolved:

- (i) that the vision for West Yorkshire Mass Transit be endorsed, and undertaking further engagement on the draft final version, ahead of it being adopted as a daughter document as a component of the Local Transport Plan in the future be approved.
- (ii) that the new governance model of West Yorkshire Mass Transit, including creation of a Member Transit Strategy Group and Transit Senior Leadership Board be approved.
- (iii) that the Combined Authority becoming the sole promoter/client, with district partners being 'strategic partners' for the development of Mass Transit be approved.
- (iv) that the creation of the Mass Transit development team, which would report to the Director of Mass Transit and Managing Director, to accelerate development and enable 'delivery of the first phase to commence construction within the second Mayoral term', be approved

31. Corporate Matters

The Combined Authority considered a report from the Chief Executive to provide an update on the organisation's response to rising cost pressures, and to provide further detail on the updated Director roles and accountabilities.

Resolved:

- (i) that the progress made to respond to increasing cost pressures and to develop a Medium-Term Financial Strategy be noted.
- (ii) the further detail on the revised Director role profiles set out in Appendix 1 be noted and the intention to proceed to fill these posts, subject to final evaluation and grading by an external provider be endorsed.

32. Carbon Impact Assessment

The Combined Authority considered a report of the Director of Strategy, Communications and Policing to update members of the Combined Authority about progress on the carbon impact assessment project. Officers explained the aims of the Carbon Impact Assessment is to provide extra information for all future Combined Authority projects, in line with the Mayoral pledge to tackle the climate emergency.

Members questioned if the Carbon Impact Assessment will be applied to all future projects, and what impact levels would disqualify a project from going ahead. Officers responded that the assessment will be embedded into the assurance process which is used for all projects. The assessment will not be a single factor that can disqualify a scheme, but will provide a benchmark that will inform decision makers about its potential impact. There are occasions which may indicate a high carbon impact even though the future emissions saved may offset the predicted impact of the initial work.

Members asked if local businesses will be able to use the assessment tools to identify carbon impact. Officers responded that businesses and partners will be offered support to understand their carbon impact. There is a wide range of projects and partners who can benefit, but the ambition is to reduce the overall impact with a view to meeting the target of net zero emissions by 2038.

Resolved: That the contents of this report be noted.

33. Project Approvals

The Combined Authority considered a report of the Director of Delivery on the progression of, and funding for a number of schemes.

Officers summarised three key schemes for progression through the assurance progress and approval of funding.

West Yorkshire Climate and environment Plan - Wave 1

This project aims to address actions identified by the Climate, Energy and Environment committee to reduce emissions over the next three years. The work will be carried out across a number of themes, and will include support for local businesses.

LEEDS 2023 – Women of the World, Women of West Yorkshire

This project is a major element of city of culture, aiming to increase engagement of women and girls in the fields of construction and design. The project will take involve a series of workshops delivered over 10 months across a range of venues.

Leeds City Centre Package: City Square Plus

This project Closing includes the closure of Leeds City Square, East Parade bus gate, Thirsk Row two-way operation, and the reconfiguration of

Calverley Street. The scheme is in addition to other ongoing traffic management measures.

Members raised concerns that the diversion of traffic from the City Centre and the train station will direct traffic to nearby roads and increase congestion. It was responded that the volume of traffic using the City Centre already exceeds capacity, and that measures will be taken to negate the impact on other roads. There are already multiple park and ride schemes in operation seeking to reduce the number of vehicles travelling to the City Centre. Officers offered to share a map with more detail of measures taken to reduce the congestion in surrounding areas.

Resolved:

- (a) In respect of the West Yorkshire Climate & Environment Plan – Wave 1, The Combined Authority approved that:
 - (i) The West Yorkshire Climate & Environment Plan – Wave 1 proceeds through decision point 1 (strategic assessment) and work commences on activity 2 (strategic outline case).
 - (ii) Development costs of £836,240 are approved to ensure staffing resources are in place and technical expertise is available for the next stages of business case development and programme management. Total scheme costs currently range from £42,500,000 to £66,000,000.
 - (iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report.
- (b) In respect of LEEDS 2023: Women of the World, Women of West Yorkshire, the Combined Authority approved that:
 - (i) The LEEDS 2023: Women of the World, Women of West Yorkshire scheme proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).
 - (ii) Indicative approval to the total scheme value of £1,500,000 is given. The total scheme value is £1,500,000.
 - (iii) Development costs of £551,672 are approved in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £551,672.
 - (iv) The Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £551,672.
 - (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.

- (c) In respect of Leeds City Centre Package: City Square Plus, the Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:
 - (i) The Leeds City Square Plus scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery).
 - (ii) Approval to the Combined Authority contribution of £3,111,000, taking the total approval to £8,385,000. The total scheme value is £11,268,000.
 - (iii) The Combined Authority enters into an addendum to the existing Funding Agreement with Leeds City Council for expenditure up to £8,002,000.
 - (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:

- (i) Submit an up to date Spend Profile.
- (ii) Submit the contractor's construction programme.
- (iii) Supply the pre-scheme monitoring raw data.
- (iv) Add SMART targets for the forecast outcomes.

The following further conditions have been set by PAT to gain Approval to Proceed to Delivery for Calverley Street:

- (i) Complete the Detailed Design for Calverley Street works to inform a Final Cost and confirm it is within the scheme budget.
- (ii) Submit a Carbon Mitigation Plan

34. Minutes for Information

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



Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: Crisis in the Cost of Living and Doing Business

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

Authors: Policy 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 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1. Purpose of this report

- 1.1 This report provides information about the latest economic and business intelligence within West Yorkshire, focussing primarily on the issues relating to the cost-of-living crisis across the economy, and the upcoming increase in energy prices. It sets out current and upcoming work at the regional and local levels to address the crisis, and outlines key asks of the Government.

2. Evidence

National Data

- 2.1 The Bank of England raised interest rates by 50 basis points to 1.75% in August, by a margin of 8-1. As well as announcing an increase in interest rates, the Bank of England released updated forecasts:
- **The Consumer Price Index is expected to increase to over 13% in Q4 2022.** Inflation is expected to remain above 5% until Q1 2024;
 - The UK economy is now expected to have five quarters of negative growth across 2023/24;
 - **Real wages are expected to decline by 3.5% throughout 2022 and a further 4.25% fall in 2023.**

Regional Data

- 2.2 The Combined Authority has access to a Regional Econometric Model (“REM”), which provides forecasts for the area. We have also commissioned updated forecasts to understand how the current cost of living crisis is impacting the wider West Yorkshire economy. The rate of growth in the updated forecasts is considerably lower than the REM, which was produced earlier in the year, for the years 2022 and 2023. The REM predicted growth of 5.7% and 1.7% for 2022 and 2023 respectively across West Yorkshire. The updated forecasts bring these figures down to 2.5% and 0.5%. The expectation then is that long-run growth will be slightly reduced until 2028, compared to pre-cost-of-living crisis, suggesting there will be some economic scarring from the ongoing economic climate.
- 2.3 It is important to recognise that businesses have been dealing with the impact of energy cost rises since October 2021. This is due to them not being subject to the **energy price cap** that has partially restrained increases in the domestic sector. Businesses who were paying £6,000 for their gas and electricity combined in February 2021 face bills of over £28,000 this Autumn.
- 2.4 The Combined Authority has recently surveyed 1,000 businesses across West Yorkshire to understand business sentiment in the current economic climate. The key results are:
- 43% of businesses expect the business climate to remain as it currently is, whilst 30% expect it to worsen;
 - **30% expect to increase employment levels**, whilst only 5% expect employment levels to decrease;
 - The two main barriers to growth cited by businesses were decline in demand (17%) and availability of skilled labour (16%).
 - **33% of respondents expect their wage bill to remain the same over the next 12 months**. Of the 63% that expect their wage bill to increase, over half anticipate wage increases of less than 10%; and
 - **69% expect the prices they charge to customers to increase over the next 12 months**. Over half (51%) expect that price increase to be between 5 and 10%.
- 2.5 Analysis of enquiries into the Growth Hub service (the central Business Gateway Team and the 16 SME Growth Managers who operate at the district-level across the region) show multiple concerns over the ongoing cost of doing business crisis across West Yorkshire:
- Firstly, **businesses that are reliant on high energy usage are not protected from the increases in the wholesale prices (there is no energy price cap policy for commercial use)**. This is putting pressure on margins and creating viability questions for some businesses. For those businesses that are consumer-facing, there is concern over how much of the increased costs can reasonably be passed on to consumers;

- Secondly, **there is a worry that demand from consumers will be reduced due to overall rising prices across the economy.** At a macro-level, the Bank of England is predicting a similar problem, and this concern is becoming evident at a West Yorkshire level too.
- 2.6 Fuel poverty in West Yorkshire was greater than the national average prior to the pandemic (**17% of West Yorkshire households, compared with 13% nationally**). Ofgem announced that the energy price cap will rise from £1,971 to £3,549 from October - **an increase of 80%**. With standing charges in Yorkshire among the highest in the UK, **simply using less power will not solve the problem for many**. West Yorkshire households are in a worse position to deal with these increased costs for two reasons. Firstly, **dwellings with an EPC rating of C or above are lower in West Yorkshire than nationwide (46.9% compared with 53.8%)**. Secondly, **around 33% of the West Yorkshire population fall within the poorest 20% of neighbourhoods in England**.
- 2.7 Data collected by the University of Sheffield in 2021 shows **four out of the five West Yorkshire districts as having a higher share of food insecurity than the national average**. Nationally, 4% of adults went hungry due to not being able to afford food. In Leeds this figure was 2%, it was 6% in Kirklees, 7% in Wakefield and 8% in both Bradford and Calderdale. A further 8% in Leeds, 10% in Wakefield and 12% in Bradford, Calderdale and Kirklees were worried about the cost of food. Since this data was collected, food prices have accelerated significantly, with the cost of wheat-related goods climbing drastically due to the Russia-Ukraine War.
- 2.8 Analysis by the Bank of England in July showed that the poorest 10% of households spent close to all their income on essential goods and services. Cornwall Insight are forecasting average monthly bill reaching £550 a month by 2023 (price cap now is around £300). This would mean the average household paying £100 a month more for their energy bills in the new year than they will pay in Income Tax. **The poorest 10% will need to spend more than their income on essential goods and services, and the poorest 20% will lose most of their remaining disposable income**. Around 30% of the West Yorkshire population fall into the poorest 20% nationally. What this means is that for the poorest people in West Yorkshire, they will have no money left after spending on essential goods and services. In addition to the obvious human cost of this situation, it will also lead to reduced demand for other sectors, causing a knock-on economic effect elsewhere.
- 2.9 **People who use pre-payment meters will pay more than the energy price cap** (105,000 households in West Yorkshire). There is also no price cap on alternative energy sources, such as oil, coal, and LPG gas. **This leaves rural communities more exposed to rising energy costs**. The new price cap means that people no longer have the headroom to pay their energy bills. **In West Yorkshire, we already have 18% of people spending over 90% of their gross income on essential items such as food and fuel**. Yorkshire homes are less energy efficient than the national average.

- 2.10 Employment levels in West Yorkshire have continued to increase. Over the last 12 months, the number of pay rolled employees in West Yorkshire has increased by 3%, in line with national figures. The median wage across West Yorkshire has increased by 7% over the last 12 months from £1,857 to £1,979. Nationwide, the median wage also increased by 7% over the last 12 months. However, **wages have not kept pace with inflation, and this is expected to continue throughout 2023.**
- 2.11 Between Q1 2020 and Q4 2021, **unsecured lending to households in West Yorkshire declined by 18%.** However, low-income households were at greater risk of unemployment and furlough throughout the pandemic, compared to high-income households, suggesting that the reduction has been primarily driven by high-income households paying off debt whilst remaining economically active, with likely reduced commuting costs, throughout the pandemic.
- 2.12 Unlike outstanding personal finance, **outstanding mortgage debt across West Yorkshire increased from Q1 2020 to Q4 2021 by 6%.** Whilst around 75% of this mortgage debt will be on fixed rates, there is a risk for those re-mortgaging or on variable rates, that the increase in interest rates by the Bank of England will put household budgets under pressure when combined with other increases in living costs.
- 2.13 **REBiz**, the CA's resource efficiency support programme (advice and grant investment) for SMEs in the region, has seen **a 50% increase in approved grant applications for energy efficiency and renewable energy measures in the first eight months of 2022**, compared to the same period in 2021. It has also seen many businesses recently re-engaging with the support available following initial engagement several months earlier.
- 2.14 For the first time since the launch of the Growth Service in 2015, the number one source of enquiries to the Business Gateway team in the week commencing 15th August 2022, was for REBiz, although the numbers are relatively modest.
- 2.15 The CA's Resource Efficiency Managers report that, on average, the increase in electricity prices is from around 12-15p / kWh to around 40p / kWh (c300%), and for gas from around 2-3p / kWh to around 12p / kWh (c400-600%). There are several examples (mostly from manufacturing companies) of West Yorkshire SMEs experiencing the impact of the price rises. (For further information please see Appendix 1).

Health inequalities

- 2.16 As the cost-of-living increases, more of our population will start to feel the effects of poverty on their health, with the poorest impacted the most. We will therefore observe an even greater difference in health outcomes between

those in the highest and lowest socioeconomic groups, i.e., wider health inequalities.

- 2.17 It should be noted that these effects on health are due to a culmination of factors all influenced by poverty, including unstable or unsafe living environment, poor housing, poor nutrition, and adverse childhood experiences.

Housing

- 2.18 The Northern Housing Consortium report identifies that renters in Yorkshire and the Humber live in the lowest quality housing of any region in England, relying more on the private rented sector than any region outside of London. 54% of those in the private rented sector are at high risk of fuel poverty. The ongoing cost of living crisis will increase bills for those living in poorly insulated, energy inefficient rented property. It is likely that some people will look to other public spaces to keep warm, including libraries.

Policing & Crime

- 2.19 A recent Women's Aid survey (June 2022) found that 96% of victims say that the cost-of-living crisis is making their abuse worse, and 73% of victims say they are scared to leave their abusive homes because of fears over finance. Struggling with financial security can have profound consequences for an individual's mental health. This includes a likely rise in the suicide rate, particularly amongst males who can be excluded from the labour market. WYP deal with 22,000 calls relating to mental health a year, and this is likely to increase demand on police and partner agencies.
- 2.20 During recession it is clear certain types of crime increase such as acquisitive crime, which also involves an increase in levels of violence. Drugs and alcohol use increases in times of recession because unemployment increases psychological distress. This also has consequences for crime types such as serious violence and domestic abuse. Child and Adult exploitation can increase during recessions as offenders will use individuals' or families' financial insecurity to further their own criminal aims.

Local Data

- 2.21 Below is a summary of information showing evidence of increased demand for services by local authorities within West Yorkshire.
- 2.22 Bradford:
- Loughborough University and the End of Child Poverty Coalition found that the child poverty rate in Bradford rose by 2% in 2020/21, whereas nationally it fell by 4%.
 - 2 in 5 children grow up in families in relative poverty after housing costs.
 - 70% of homes are energy inefficient, the 3rd highest rate of UK cities. This means they will spend between £85-115 more than the government energy support measures provided for in May.

- VCS partners are reporting rising demand in foodbanks, new users as the in work poor turn to services and a range of measures being taken by people such as not cooking or using the fridge to save on energy. Evidence from recent focus group research details the struggles many in our District are now facing.

2.23 Calderdale:

- Citizen's Advice Calderdale (CAC) have noted alarming increase in requests for charitable support and food banks for the period of 1st April 2021 to 25th July 2022.
- CAC has reported a notable increase in debt in 2022. Between 1/4/22 and 30/6/22, £502,173 problem debt was present by clients, with the average debt per client amounting to £7846.
- In the 12 months to the 1st of July 2022, the Council supported 1,678 households in housing crisis.
- Rise in clients fleeing domestic abuse, rising from 181 (2020/21) to 335 in the last 12 months.

2.24 Kirklees:

- 33% of households live in poverty.
- 17% of households live in fuel poverty.
- 25% of school children are eligible for free school meals (up from 19% in 2019).
- The removal of £20 additional Universal Credit has resulted in a £36m of lost income to Universal Credit claimants in Kirklees.
- Current requests of support to Local Welfare Provision are at the same levels as they were during the peak of the Covid pandemic.
- VCS partners are reporting increasing demands in terms of crisis support for food/housing and energy costs.
- VCS partners are also reporting increasing challenges in terms of paying for their own organisations running costs.
- Data from the Bread and Butter Thing (TTBT) report that across the 19 weeks that the 2 hubs (collectively) have been operating they have distributed a total of 1449 sets of bags, feeding an average of 66 households each week at each hub. An additional 3 hubs are now in the process of being established.
- At each hub, Kirklees have given out an average of 13kg of food in each set of bags. This is equivalent to 44,677 meals. 78% of this was made up of chilled goods and fruit and veg – delivering maximum nutritional benefit for members.

2.25 Leeds:

- Between 1st April 2021 to 31st March 2022, 64,636 food parcels in Leeds were given out via Community Care Hubs and Emergency Food Provisions.
- People claiming Universal Credit has more than doubled from pre-pandemic levels (33,715 to 70,722).

- Citizens Advice Leeds estimate that the removal of the £20 resulted in £66m in lost income (per annum) to Universal Credit claimants in Leeds alone.
- In April 2022, benefit levels were updated by 3.1 per cent, well below the March inflation level of 7%.

2.26 Wakefield:

- ONS shows Wakefield workers to have the lowest median average wages of all West Yorkshire Districts (£528.90 per week). As such a higher percentage of low paid Wakefield working residents are likely to be more significantly impacted in terms of the percentage impact on their incomes than other West Yorkshire Districts.
- 14.3% of working age adults are claiming some form of benefit. This is the 2nd highest percentage figure for West Yorkshire behind Bradford. Risk levels for the impact of cost-of-living inflation will fall disproportionately on Wakefield residents.
- Centre for Cities cost-of-living tracker current local estimate for inflation is 10.6% in Wakefield. The average worker in Wakefield was £86 per month worse off in real terms in July 2022 from July 2021 due to inflation rise.
- Friends of the Earth estimate Wakefield is the 30th most impacted local authority area in the UK in terms of energy price rises, given the need to improve energy efficiency in the district housing stock:
 - 1 in 3 houses are in areas identified as being in 'energy crisis hotspots'.
 - 10,500 houses in these hotspots need cavity wall insulation
 - 8,900 houses need loft insulation.
 - Average energy bill forecast to rise from £2,073 (pre-October 2022) to £3,003 in October – with more rises in the new year.
- 653 Wakefield residents have their benefits sanctioned in some way out of 31,298 claimants.

Mayoral Combined Authority and Local Authority partners activity

2.27 Activity is focused around three areas for action: Relief, Prevention and Resilience:

- **Relief** aims for immediate action targeted at supporting people already in crisis and ramping up existing activity/programmes.
- **Prevention** aims for immediate action targeted to stop more people falling into crisis in the future.
- **Resilience** aims to act now to address medium- and long-term challenges.

Mayoral Combined Authority

Bus Fare Affordability

- 2.28 As part of the Bus Service Improvement Plan the Combined Authority set out a proposal to reduce the daily cap on the MCard ticket to £4.50 from £5.50 and setting the maximum single day fare to £2. The “Mayor’s Fares” apply from the 4th of September 2022. Given the current cost of living crisis, the mayor felt that it was important that individuals and families obtained the benefit of this as soon as practically possible. Also, the start of the academic year is an opportune time to promote new fares as many people review and change travel habits at this time. More information is provided in Item 7.

Mayoral Combined Authority support for the VCSE sector

- 2.29 The West Yorkshire Inclusive Growth Framework recognises the key role of the third sector in delivering economic inclusion, for example by supporting our most disadvantaged communities, and within these communities, those who are the furthest away from accessing Good Work. It is understood that the sector is seeing a significant reduction in philanthropic funding and donations at a time when demand for its support and services, such as food banks, provision of warm spaces in the Winter, and for those with mental health problems is, or is likely to soon be, increasing. The Mayoral Combined Authority is therefore urgently exploring options, working with Councils, to support and sustain the sector in delivering in its economic inclusion activities and services during the current crisis and support those most in need.

Support for businesses to innovate

- 2.30 Every crisis breeds innovation because it demands a sharper, shared clarity of purpose. We saw this through COVID-19, with new processes, products and initiatives developed as both a means of business survival and solutions to the pandemic’s biggest challenges. There is a range of support available across West Yorkshire to support businesses and entrepreneurs to drive innovation from the crisis, including the Combined Authority’s Innovative Entrepreneurs Programme, Mayoral Innovation Prize, Connecting Innovation, Digital Enterprise, Made Smarter and the new Business Productivity Programme. These products all contain elements of support related to the better use of digital technology to drive forward productivity and innovation, whilst also reducing energy usage and, hence, operating costs. Opportunities are also available through national products such as Innovate UK’s Regulators’ Pioneer Fund.

Support for businesses with energy efficiency

- 2.31 Given the appetite from businesses for support, the REBiz grant fund is likely to be fully committed by the end of October 2022, which will leave a gap for new applicants to apply until April 2023 when the new **£10.6m Business Sustainability Programme** (currently progressing through the CA’s Assurance Framework process as part of a wider package of investments in response to the climate emergency) is expected to launch.

- 2.32 The new Business Sustainability Programme has been designed to provide a more a holistic package of support to a wider range of businesses, including retail and hospitality, which REBiz has been unable to support due to EU restrictions. Given the energy crisis facing businesses, the Combined Authority is swiftly exploring whether there are possible options to bridge the gap or otherwise bring forward support more quickly.

Investing in activity to enable preparation for improved home efficiency

- 2.33 Working in partnership with nine Registered Providers, the Social Housing Decarbonisation Fund (Wave 1) is investing £10.3m to improve the energy efficiency rating of over 1300 social homes below EPC Band C, thereby reducing energy bills and numbers of residents in Fuel Poverty. A wave 2 bid is due to be submitted in the autumn.
- 2.34 The Retrofit Hub is completing technical evidence to support a potential capital project at neighbourhood level in the Manningham and Toller wards of Bradford, focusing on pre-1919 terraced housing (some are in conservation areas, but it is ward focused). The project is providing 150 Whole House Retrofit Plans, with advice on energy efficiency and retrofit shared with owners/tenants to increase knowledge and awareness.
- 2.35 The Better Homes Hub will upscale domestic energy efficient retrofits across West Yorkshire, reducing carbon emissions from housing and ensuring our existing homes are fit for 21st Century demands. The programme includes a package of support for landlords and homeowners that will unlock demand for retrofit, build the enabling capacity with our partners, and send a strong signal to the private sector to align with our ambitions. Our proposals include a mix of financial support for homeowners comprising small grants and loans, a campaign to raise awareness and promote the benefits of retrofit, tailored support for residents and landlords, and demonstrator projects to showcase the benefits of a high-impact local approach.
- 2.36 Please see Appendix 2 for full list of current business support.

Delivering affordable homes for sale and/or rent

- 2.37 The Combined Authority has secured £89m through the Government's Brownfield Housing Fund to enable the building of over 5,000 new homes on brownfield land by March 2025. To date, the Combined Authority has approved projects which will deliver over 1700 homes, including 800 affordable and sustainable homes, with further projects subject for Committee review this autumn.

Community Safety

- 2.38 Violence Reduction Unit/Op Jemlock: The overall estimated cost for Serious Violence in West Yorkshire was almost £1 billion between October 2020 to September 2021. The West Yorkshire Violence Reduction unit (VRU), which

launched in early 2020, has a partnership emphasis, with specialists from health, police, local authorities, education, youth justice, prisons, probation, community groups and others. It takes a fundamentally different approach to violence reduction, one where the public sector institutions and communities that make up West Yorkshire act together to help cut violence through early intervention, prevention, education, and joint working.

- 2.39 The VRU has received £5.8m in 22/23 to continue its role to lead and coordinate the local response to serious violence. This is part of a three-year arrangement with indicative funding available during 2023/24 and 2024/25. Between April and December 2021, 5816 young people were supported across 41 VRU funded interventions and helped around 200 people over the age of 25 in 2021/22.
- 2.40 West Yorkshire Combined Authority is also supporting existing activity on address domestic abuse, mental health, acquisitive crime, drug and alcohol use, and child and adult exploitation.

Mayor's Fair Work Charter

- 2.41 The Fair Work Charter for West Yorkshire is a key Mayoral pledge and is being progressed jointly with partners, key stakeholders, and business to develop a way of setting a clear and ambitious standard for good employment practices in our region. The Mayor's aim is to set clear expectations in the workplace around the five key elements of Fair Work, namely: Opportunity, Security (including fair pay and conditions), Wellbeing, Employee Voice, and Fulfilment. Following a public consultation undertaken in the spring, the next phase is to ensure that the Charter is made relevant to all employers, including SMEs ahead of a formal launch later in the year.
- 2.42 Please see Appendix 2 for further information on existing activities/programmes on skills.

Health Partnership role in tackling the impact of poverty

- 2.43 The WY Health and Care Partnership (WYH&CP) is forming an action group on tackling poverty to form a narrative around the effects of poverty on health in WY and produce an action plan on how to minimise the impact of poverty on the population.

Examples of current programmes to support people in the short term:

Wakefield Connecting Care Hubs:

- Jointly funded by WYH&CP and Wakefield Council.
- Health, social care, housing, and voluntary and community organisations working side-by-side.
- Teach people to manage their money better and ensure they are claiming all the benefits for which they are eligible.

Winter warmth programme:

- £1 million funding provided to various programmes around the region to help with fuel payments over 2021/22.

2.44 Discussions are underway around how staff in healthcare organisations around the region can be supported in managing their money, including costs of transport and travel.

2.45 Whilst these programmes may help with mitigation and adaptation to poverty in the short term, there are also longer-term considerations around preventing the drivers of poverty and how the NHS and social care can contribute as an employer, a procurer and as an anchor institution working in partnership with other anchor institutions, the voluntary sector, and local communities.

Local Authority Partners

Existing activity/programmes across all Local Authorities

2.46 Household Support Fund:

- Calderdale are continuing payments of scheme 2 to eligible households. Arrangements are in place for remaining pensioners to collect their payment via the Post Office. Any funds that remain after payments have been made will be shared out in September. A total of £115,509 has been allocated across 17 VCS organisations (£105,509 from HSF and £10,000 from Community Foundation for Calderdale). Guidance for scheme 3 is expected soon.
- In total, Bradford's fund is worth approximately £17m. Bradford is currently delivering the April to September phase of the fund. Some of the funding spend was mandated and focussed on pensioners and low-income families. Current projects include:
 - VCS Funding - £972,000
 - Helping Free School Meal families over summer break - £1,560,000
 - Additional support for foodbanks - £200,000
 - Essential cooking equipment - £12,500
 - Support for Family Carers - £50,000
 - Help with Fuel Costs - £2,900,000
- Kirklees support access to food, fuel and gas/electricity by distributing additional £3.7m HSF by end of September 2022 and a further £3.7m by end of March 2023.
- Leeds City Council received £7.1m to distribute by the end of September 2022. The funding provided direct cash awards to 64,000 people in receipt of Council Tax Support. The funding is also being provided to council services and third sector organisations, to support the target groups with the costs of food, energy, essential items.

2.47 Discretionary Housing Payments

- For discretionary spend, members in Bradford decided to prioritise cash payments to the lowest income households rather than taking an approach which includes a number of specifically targeted schemes.
- The Government has allocated Calderdale £469,050 for the Discretionary Fund, which will be used to support other energy bill payers who cannot get the £150 energy rebate. This can cover those with property bands E to H. The criteria for these funds will be available shortly.
- The full Government contribution of £1,679,527 was awarded to residents in Leeds. Additionally, a further £483,809 was awarded to residents using the contribution from the Leeds HRA. 2022/23 financial year will have a reduced budget of £1.16m (a cut of £513,318 or 30.57%) compared to last year's funding. Further funding may be awarded later this year, but it is not expected to cover the cut in funding.
- DHP in Wakefield for the year ending March 2023 has been reduced from £773,209 (2021/22) to 548,018 (or 29%). Wakefield will continue to support those renting their home to bridge the gap between their rent their rent and the amount of housing benefit they receive. However, the demand on the reducing fund is increasing.

2.48 Council Tax Energy rebate

- Council Tax Energy rebate (£150 per eligible household and equates to circa £25m) to be paid out by end of September 2022 in Kirklees.
- Council Tax Support currently support 63,692 households in Leeds (20,210 of which are pensioners). Currently around 16,000 'protected' working age household receive support covering 100% of the Council Tax Charge, but these protections are lost when residents migrate to Universal Credit. Total cost of support in 2021/22 was £55.4m and expected to rise to £56.1 in 2022/23.
- £12,498,600 has been allocated to Calderdale (equating to 83,325 payments). Halifax Opportunities Trust has helped those who are digitally excluded to get their payments and have translated information about the rebate into Urdu and Czech.
- Wakefield paid the main rebate fund to 144,000 households in bands A-D by the end of July. They also paid 12,000 households discretionary rebate funds (either £150, £70 or £45) in bands E and F. Total fund: £22,534,950.

2.49 Holiday Activities and Food Programme

- The Department of Education has committed funding for 2022, 2023 and 2024. Leeds received £3.5m for programmes over the Easter, Summer, and Christmas holidays in 2022. Over 120 schools, 50 third sector organisations and over 20 council provisions have been funded. The summer programme is estimated to reach 8500 children and young people.

- In Bradford, one of the strands of the programme run in 2021 had 35,000 children take part in holiday clubs during the summer holidays. The Bradford HAF has been nominated for a LGC award.
- Kirklees funded provisions included 4 hours of activities each day and a healthy nutritious meal, delivered at 125 different venues over four weeks. In total, over 30,000 meals have been offered.

Additional local authority activity/programmes

2.50 Bradford:

- £2m funding package has been provided to recommission welfare advice services across the District and reconfigure how such advice and guidance is provided.
- Cost-of-Living Public Information Campaign.
- Bradford Credit Union continues to develop its membership – now at 9,000. 2,500 members would face total financial exclusion without the support of the credit union.
- Poverty Proofing the School Day – project currently running with 18 schools and is developing ways of reducing the costs of schooling for poorest communities.
- Warms Homes/Healthy People supporting 800 people this year with heating costs.
- Support for social supermarkets and foodbanks – support for families increased from 400 food parcels given out per day to 800.
- New Strategy is now near complete and at design for publication stage. This sets out a shared vision for the council and partners across the public, private and voluntary and community sectors based around four focussed goals of prevention, protection, pathways, and participation.

2.51 Calderdale:

- Affordable Warmth Forum:
 - Power Calderdale for fuel vouchers
 - Affordable Warmth and Chronic Ill Health project (£93,000) to commence in September
 - Anti-Poverty Partnership #fuelyour knowledge campaign and events on 22nd September
- Anti-Poverty Plan out for final comment and to be approved by steering group on 11th August.
- Frontline worker factsheet circulated, and Anti-Poverty Dashboard now live and to feed into Anti-Poverty Action.
- Money & Debt forum to look at Money Guiders national Scheme:
 - Financial Education task and finish group set up and will meet in August
 - To discuss affordable credit with Financial Inclusion Centre to develop dataset to identify issues and gaps in provision. Particular focus on payroll saving scheme with the Credit Union and link are being made with local businesses

- Worrying About Money to be published in August.
- Food Poverty Co-ordinate post to be filled in September. Role will co-ordinate the Food Poverty Forum and their aims.
- 12-month communications campaign on cost-of-living crisis to be agreed by Anti-Poverty Steering Group on 11th August.

2.52 Kirklees:

- Facilitating the Tackling Poverty Partnership which has representation from across the VCS, local health providers, business and the university.
- Supporting residents to navigate the system to understand what is available through energy rebate, Universal Credit, Council Tax reduction, and HMRC Tax Credits. This is being done in partnership with VCSE.
- Money Advice Service available for Kirklees Homes and Neighbourhoods residents.
- Continuing funding three food banks.
- Every week, Kirklees reduce the stress of stretched finances. So far Kirklees residents have benefited from a cumulative saving of £38,398.50 by shopping with TBBT.
- Bread and Butter report that when all 5 hubs are fully operational for a year this will deliver:
 - 330 households supported each week
 - 2080 volunteering opportunities
 - 519,792 Meals
 - £482,300 savings delivered for Kirklees resident
- Continuing to deliver Works Better and Better Works programmes.
- Two digital hubs have been created and over 200 devices have been deployed to support people across Kirklees. Around 10,000 devices have now been provided to children across Kirklees.
- Working with employers to make it easier for them to understand the local and training offer and develop their workforce.
- Clear communications campaign outlining sources of support to reach everyone in need and in multiple languages.

2.53 Leeds:

- Maintain own provision of the Local Welfare Support Scheme through internal funding. The council has increased fuel awards via the scheme by 54% in line with recent energy price cap to provide proportionate support to the most vulnerable residents.
- Leeds Food Aid Network, FareShare Yorkshire, Rethink food and Foodwise collaborating with the council, universities, businesses and third sector to tackle food insecurity.
- Insecurity Taskforce established.
- Leeds Money Information Centre for free advice and financial support.
- Times are Hard campaign to promote services available within the Council Community Hubs and Libraries.

- Leeds Inclusive Anchor network cost-of-living event.
- General advice services via the Leeds Advice Service contract.
- Leeds City Council's Welfare Rights Unit to provide advice and support to welfare beneficiaries.
- Financial Inclusion team collaborating with advice providers, Welfare Rights, Leeds Credit Union, the Green Doctor, and food aid providers to provide training and awareness sessions.
- Best City Ambition with three pillars of Health and Wellbeing, Inclusive Growth and Zero Carbon.

2.54 Wakefield:

- Approximately 9,000 families across the district have received 2 x £60 supermarket vouchers, totalling £1.1m.
- Approximately 10,000 pensioners across the district will receive 2 x £50 supermarket vouchers, totalling £1m.
- Approximately 7,000 pensioners across the district will receive 2 x £50 supermarket vouchers, totalling £700,000.
- £100,000 has been allocated to the Council's Money Smart team to enable them to offer direct support to tackle energy debt, with the aim of bringing stability, removing the threat of disconnection, recovery action, pre-payment deductions as well as increases in debit payments.
- Remaining funding in the existing Local Welfare Provision can be accessed by several organisations across the district, acting as 'Trusted Referrers'. It has been used to support with essentials linked to food, energy and water including sanitary products, warm clothing, soap, blankets, boiler service/repair, purchase of equipment (e.g., fridges, ovens etc.) and to help vulnerable residents suffering hardship in exceptional circumstances, totalling £165,000.
- £214,000 for 2022/23 for the Energy Debt Fund (circa £90,000 already distributed).
- Four Affordable Warmth projects (£153,000 allocated). Strategic Housing working in partnership with Public Health.
- £1m made available by West Yorkshire Health and Care Partnership to reduce risk of emergency hospital admissions for those impacted by cold homes.
- Homes Energy Efficiency Improvement Programme
 - Fuel Poverty Fund: £21,000
 - Big Green Heating Scheme: £30,000
 - Energy Savers Scheme: £30,000
 - Energy Saver Loan - £7,000

Ask of UK Government

- 2.55 The new Prime Minister's in-tray must have at the top the cost of living and doing business, and in particular the impact of energy prices on both

households and businesses. The following key asks of Government are proposed:

- A strong local Government settlement to provide a foundation for the delivery of local public services
- Support for energy bills for the least well off and businesses across West Yorkshire, including reversing the £20 cut in Universal Credit
- Certainty on future bus funding to enable local fare reduction plus protection of routes
- Greater flexibility in use of devolved funding, plus a longer-term deal to increase powers and funding of Mayors

Summary of next steps

2.56 The following next steps are proposed for action

- Continue to implement the 'Mayor's Fares' and promote this across West Yorkshire to encourage people to travel by bus
- Develop proposals for a scheme that uses regional funding for the Voluntary, Community and Social Enterprise Sector to support those most in need, for approval at a future meeting
- Explore further steps to be taken to support businesses with energy efficiency measures
- Monitor the evolving evidence and impact on the people and businesses of West Yorkshire
- Press Government for further action on funding of local public services, and support for businesses and households

3. Tackling the Climate Emergency Implications

3.1 Fuel use increases over the Winter due to colder temperatures. West Yorkshire homes are less likely to have an EPC C+, meaning that the region is more likely to need to use energy for heating. Analysis by the Resolution Foundation suggests it costs 58% more to heat a home rated as EPC D or lower, than it does C or above.

4. Inclusive Growth Implications

4.1 According to the Resolution Foundation, lower-income households will have to reduce non-essential spending by three times as much as higher-income households to afford essential bills such as energy. West Yorkshire has a higher share of people in lower-income households, suggesting that spending will be cut significantly more across West Yorkshire than other areas.

4.2 Wages are already struggling to keep pace with inflation (median wages have increased by 7%, meanwhile inflation is above 10%). As of 17 August, the UK Government has not indicated that benefit payments (in and out of work) will be increased in-line with inflation. Therefore, many families will be facing real-term cuts in their household incomes (from wages and benefits). West

Yorkshire has a higher percentage of people claiming out-of-work benefits compared to the national average (4.8% compared to 3.7%). West Yorkshire also has a higher percentage of people claiming in-work benefits compared to the national average (8.6% compared to 7.7%).

5. Equality and Diversity Implications

- 5.1 A recent survey conducted by the Office for National Statistics showed that 89% of adults in Great Britain report concerns over the increase in the cost of living. Within this group, 57% have stated that they are spending less on non-essentials, 51% are trying to reduce their energy consumption at home, and 42% are cutting back on non-essential journeys. 23% are using their savings to cover the increased costs, whilst 13% have stated that they are using more credit than usual. Disabled people are more likely to have reduced their spending on food and essentials, than non-disabled people (42%, compared with 31%). Over 70% of the poorest people have already started to cut spending on food and other essentials. The survey also highlights that older people, particularly those aged between 55 and 74, have already started to reduce their energy consumption. The previous iteration of the survey highlighted that women and Asian people were in a particularly precarious position, relative to the national average.
- 5.2 In August the World Economic Forum reported that the cost-of-living crisis is expected to hit women hardest.

6. Financial Implications

- 6.1 There are lots of financial implications in this report, but no financial decisions are required.

7. Legal Implications

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

8. Staffing Implications

- 8.1 Work on the crisis in the cost of living and doing business involves a reprioritisation of additional workloads and an increase in the intensity of work of colleagues both within the Combined Authority and Local Authorities.

9. External Consultees

- 9.1 No external consultations have been undertaken, but the information within this report has been assembled from a range of sources.

10. Recommendations

- 10.1 Members are asked to note the latest intelligence around the West Yorkshire economy and comment on the current and proposed activity taking place

locally and nationally, and to note the next steps for action proposed at paragraph 2.56.

- 10.2 Members are asked to approve in principle that the MCA will develop a fund to support the Voluntary, Community and Social Enterprise sector to help people through the cost-of-living crisis, with a view to receiving further approvals at a future meeting.

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

Appendix 1 – Further Information on energy prices received from businesses

Appendix 2 – Full list of Combined Authority Business and Employment and Skills support and pipelines

Appendix 1 Further Information of energy prices received from businesses

- Calderdale-based powder coating business – key expense is gas and recent quotes indicate annual cost will rise from £40k to around £260k pa (650%).
- Calderdale-based metal fencing & mesh fabricator – stable electricity consumption month to month of around 150,000kWh. Costs of £19,500 per month in October 2021 have risen to £55,500 in July 2022 (285%), with more rises expected.
- Bradford-based catering distributor – visited during the mid-stage of the price rises in May 2022. Its electricity cost had gone from around £20,000 per month for two sites, to around £50,000 (250%).
- Kirklees-based additive manufacturer – uses circa £3,200 per month in electricity at 15p / kWh. Temporarily rising to 31p / kWh (207%) before larger increases in Autumn 2022.
- Bradford-based dyer and finisher – uses £16,000 / month of electricity and £35,000 / month of gas before price increases. Has recently moved on to a daily spot market, paying the prevailing rate each day. Forecast combined electricity and gas up around 400%.
- Bradford-based bed and mattress manufacturer – electricity has increased from 14p / kWh to 43p (307%) and gas from 3p / kWh to 12p (400%).
- Kirklees-based furniture company – gas increasing from £15,000 a year to £90,000 (600%). Electricity from £96,000 to £340,000 (354%).
- Kirklees-based textiles manufacturer – Gas price rising from 2.74 / kWh to 9p / kWh (328%). Electricity rising to 26p, but on a temporary basis with further rises expected imminently.
- Kirklees-based yarn manufacturer – currently paying £238,000 a year for electricity at 12p / kWh, and £90,000 for gas at 2p / kWh. Will move to spot market rates in September 2022, which are currently 55p / kWh electricity (458%) and 10p / kWh for gas (500%).
- Leeds-based commercial printers – currently has £10,000 per month energy costs (gas & electric) rising to c £30,000 (300%). The business is considering significant changes to its operations to reduce energy costs. Another Leeds commercial printer reports similar electricity increases of 300% - from £30,000 per month to £90,000.
- A business has recently been quoted a two-year fixed rate for electricity of 75p / kWh, which is likely to be nearer £1 / kWh when charges are applied – an 800% increase.
- Rising energy costs also clearly affect other areas of business operations, with one business seeing a significant rise in packaging costs as a result of the energy costs of its supplier increasing.
- One recent business applying for a grant towards solar PV stated in its application that without funding they could not proceed with the project, and that, due to substantial increases in energy costs, this would affect the business' chances of survival in the current climate.

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Appendix 2: Full list of WYCA Business and Employment and Skills support and pipelines

Current Business Support	Description
Growth Service	<p>Access point for all businesses in West Yorkshire to find out what support is available to them and to be linked directly to the support, whether the support is being delivered by the CA or by any of its local, regional, or national partners e.g., LAs, Innovate UK, Department for International Trade, Chambers of Commerce, universities & colleges etc.</p> <p>In addition, a team of SME Growth Managers provide account-management support to businesses in each district of the region, linking their clients to the right support at the right time in their growth and resilience journeys.</p>
ReBiz (Resource Efficiency & Circular Economy Programme)	<p>Programme offers businesses free efficiency audits and consultancy advice, business-support and up to 40% capital grant funding. The programme can help businesses reduce energy consumption, increase environmental performance, realise carbon savings and increase recycling and reuse activities.</p>
Strategic Business Growth Programme	<p>Programme helps SMEs with growth ambition to improve their performance and identify opportunities for growth. This includes working with leadership teams to align goals and ambitions and prioritise tasks to support company growth.</p>
#Grow	<p>Support for businesses in the creative, digital, med-tech or fin-tech sectors looking to expand and grow in the region. Businesses can apply for grant funding as part of the Digital Investment Fund linked to job creation.</p>
Enterprise West Yorkshire	<p>Support available for individuals planning to start a business, irrespective of sector, business model or growth plans. This includes finding support to start the business, identifying and engaging potential customers and practical business considerations such as insurance and financing.</p> <p>A specific workstream around supporting innovative entrepreneurs with high growth potential will be available in Autumn 2022.</p>
Business Growth Programme	<p>A scheme for businesses with 100 employees or less. The scheme provides businesses with grants between £10,000 and £50,000, particularly those in key growth sectors such as health and life sciences, low-carbon, finance and digital/creative. Applications close 30 September 2022 and projects completed and claimed by 31 December 2022.</p>

Current Business Support	Description
Connecting Innovation	Advice, guidance, and funding for businesses to develop and commercialise new products, processes, and services by working with an external third party, such as a university or research specialist business.
Travel Plan Network	Advice and support for employers of all sizes to implement active and sustainable travel into their operations, such as enhanced use of public transport, walking and cycling, car sharing and car park management.
SME Investment Fund	Equity and debt finance from £50k to £2m for West Yorkshire businesses with high growth potential. The fund is being managed on the CA's behalf by the Foresight Group following an open procurement exercise.
Made Smarter	Advice, guidance, and grant finance to support SMEs to implement advanced digital technologies into their manufacturing operations. For example, artificial Intelligence, robotics, virtual reality, additive manufacturing, big data, and internet of things. The programme is being delivered across Yorkshire with South Yorkshire CA as the lead, and with WYCA delivering the grant finance element.
Current Employment and Skills Support	Description
Employment Hub	A programme delivered until March 2023 through the West Yorkshire local authorities aimed at people of all ages provides support through individual advice, guidance, apprenticeship, training, and employment opportunities. The Hubs provide businesses with access to employment or recruitment support including apprenticeships and a talent matching service for individuals seeking employment.
Adult Education Budget	The devolved budget supports West Yorkshire residents who are employed and unemployed to gain sustained employment and increase skills for employed individuals to progress whilst in work.
Skills Connect	Programme delivered through a network of delivery partners that provides training courses for individuals to enable them to retrain and upskill in key sectors.
Apprenticeship Levy Transfer	Supports businesses who are not spending all their levy funding to transfer up to 25% of their annual contribution to fund apprentice opportunities in other organisations.

Current Business Support	Description
Enterprise West Yorkshire	Supports start-up businesses from diverse communities to grow through online and face to face workshops and advice.

Pipeline Programmes	Description
2022 – 2024	
Business West Yorkshire	Revised and refreshed Growth Service with enhanced approach to reaching a larger and more diverse range of businesses, making better use of digital technology to engage different market segments, and engaging more effectively with the corporate sector to secure support for the SME market.
Business Productivity Programme	A new programme launching in Autumn 2022 which provides businesses with support to increase their productivity levels through the likes of investment in new technology. Some businesses will also be able to receive financial support between £5,000 and £100,000.
Innovation West Yorkshire	New programme to support more businesses to invest in R&D activities and develop new products, processes, and services with support from academia and the private sector. This will include advice and grant investment, alongside the Mayor's new Innovation Prize and the annual West Yorkshire Innovation Festival.
Business Sustainability Programme	New programme to help businesses reduce their carbon emissions, energy usage and, hence, energy costs. The holistic programme will focus on 'measure, plan and action' and will also incorporate support to implement active and sustainable travel, recycling and reuse of waste materials, proactive measures related to extreme weather incidents and ongoing measurement of emissions at the firm level.
Mayoral Innovation Prize Pilot	A pilot challenge competition which will ask young budding entrepreneurs to design a new product, service or technology that will focus on tackling the climate emergency.
Export Support	A new programme that will help businesses who are seeking to export to international markets.
Post Ad:Venture	A successor programme to the existing Ad:Venture programme. This will likely include similar business support and grant investment to help early-stage businesses grow (such as business planning, advisory support, workshops and access to incubation spaces and services).
Post Digital Enterprise	A programme that will replace the existing Digital Enterprise programme, and that is likely to include

Pipeline Programmes	Description
	digital growth vouchers for businesses to invest in digital technology, equipment, and improved connectivity. It will also provide advice and guidance to businesses on how to build their digital capacity and capability.
Knowledge Transfer Partnership (KTP Pilot)	Exploring a potential new programme to make it cheaper for businesses to take part in or run a short KTP which would work better for many businesses.
Skills Support for Businesses	Looking at providing new skills support to businesses such as leadership courses, internships, and graduate schemes.
Creative Catalyst	A scheme to help support the growth of the creative sector across West Yorkshire, providing support on business growth planning, leadership, and international markets.
Digital Skills Programmes	Interventions to support more individuals and employer gain digital skills for life and work as well as high tech specialist skills
2024 – Onwards	
Seedcorn Finance	A programme that will look to support, facilitate or convene high-growth start-up businesses with equity finance to support business expansion.
Health-Tech Sector Support	A call for funding opportunities to support the priorities under the regional Health-Tech Strategy.
Inward Investment Pot	A programme to support the work of securing inward investment to the region.

Current Employment and Skills Support	Description
Employment Hub	A programme delivered until March 2023 through the West Yorkshire local authorities aimed at people of all ages provides support through individual advice, guidance, apprenticeship, training, and employment opportunities. The Hubs provide businesses with access to employment or recruitment support including apprenticeships and a talent matching service for individuals seeking employment.
Skills Connect	Programme delivered through a network of delivery partners that provides training courses for individuals to enable them to retrain and upskill in key sectors.
Adult Education Budget	The devolved budget supports West Yorkshire residents who are employed and unemployed to gain sustained employment and increase skills for employed individuals to progress whilst in work.

Enterprise West Yorkshire	Supports start-up businesses from diverse communities to grow through online and face to face workshops and advice.
Apprenticeship Levy Transfer	Supports businesses who are not spending all their levy funding to transfer up to 25% of their annual contribution to fund apprentice opportunities in other organisations.
Pipeline Employment and Skills Programmes	Description
2022 – 2024	
Employment West Yorkshire (previously Employment Hubs)	Revised and refreshed Employment West Yorkshire will begin in April 2023 and will support individuals to access employment information, advice, and guidance. This service is aimed at people of all ages and will provide bespoke signposting support via advisors expertise on apprenticeships, training, and employment opportunities. Local services provide businesses with access to employment or recruitment support including apprenticeships and a talent matching service for individuals seeking employment. Each local delivery service has different cohorts they are aiming to support based on their area needs however, all will support inactive and unemployed individuals. The programme will deliver specific pilots to support the need for green and digital skills.
Green Skills programmes	A new programme launching in Autumn 2022 will provide support for businesses, individuals, and education providers to enable them to work towards ambitious regional net zero targets. The programme will create opportunities for young people to work within the green sector through a Green Jobs Gateway which will align directly to skills support delivered through Local Authority Partners. The programme will build capacity for FE institutions to deliver skills that support the need within business and will deliver support to businesses to retrain and attract talent to the sector.
Employment and Skills support for ex-offenders	Options are being explored to develop a programme that will focus on influencing the prison leaver employment agenda to reduce reoffending and prevent future victims in the region. Employment and Skills support for ex-offenders will focus on representation at regional level at regional forums that address education and employment for

	<p>prison-leavers. Development of specific Labour Market Information for regional HMP's, incentivising employer engagement, exploring pathways and understand support available within community settings.</p>
<p>Digital Skills</p>	<p>Through the Digital Skills Plan, an innovative digital offer will be available from Autumn 2022 to individuals and businesses. To break that down further, the intended outcomes are:</p> <ul style="list-style-type: none"> •Everyone in society can gain 'everyday' skills required in an increasingly digital-first world to help manage their finances, navigate the health system, and apply for jobs etc., •Through accessible and inclusive provision of digital skills training, no individual is left behind in our increasingly digital society. •The skills shortages and gaps are reduced in roles within the digital sector and in roles that require digital skills. •Businesses are able to access local recruits with the skills they need, and residents can enter prosperous and progressive careers in West Yorkshire. •SMEs and the Third Sector value and invest in digital skills for their workforce to transform their businesses and build economic resilience and growth.
<p>Mayoral Graduate Scheme</p>	<p>The Mayoral Graduate scheme will help bridge the gap between SME and graduates within the region by understanding the barriers SMEs face when recruiting and developing pathways/materials for graduates. This scheme will contribute towards the 1000 green jobs pledge, attracting/keeping talent in the region and increase skilled and well-paid workforce across the region.</p>

Skills Support for Businesses	<p>Skills Support for Businesses will provide employers with the opportunity to help their staff upskill, improving training opportunities and in turn, businesses growth, resilience, productivity, and staff well-being. This support will help businesses to move to more efficient, green, and digital practices.</p> <p>This support will also help the regions SMEs become a more competitive and attractive business.</p>
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Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: **Bus Service Revenue Funding and Expenditure**

Director: Angela Taylor, Director Corporate & Commercial Services

Author: Dave Pearson, Director Transport & Property Services

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1. Purpose of this Report

- 1.1 A report to the July meeting of the Combined Authority set out some of the specific financial pressures impacting on spend on bus services. This report updates the meeting on this and seeks approval of a further virement between budget to address additional costs emerging from the situation.

2. Information

Bus Service Expenditure

- 2.1 A report to the 22 July meeting revised the forecast expenditure on bus services and approved the transfer of £2.1 million from the concessionary fares budget to accommodate increased spend arising from;
- inflationary adjustment of contracts together with re procurement of contracts which have resulted in increased costs of 8-10%
 - as reported to Transport Committee, it was necessary to commission several services in response to the withdrawal of commercial services.
- 2.2 Subsequent to the July meeting, CT Plus Yorkshire Ltd ceased trading on 5 August 2022. This company provided AccessBus, socially necessary bus services and school bus services under contract with the Combined Authority. These contracts represented over 20% of the CA's tendered bus service

expenditure. Immediate action was taken to safeguard public services as follows;

- AccessBus (£2.6 million pa)- arrangements were made to amend the contract with TLC Travel Ltd which provides the AccessBus service in Bradford, Calderdale and Kirklees to include the service in Leeds and Wakefield previously provided by CT Plus. Whilst there was some disruption to services in the weeks following CT Plus' closure, this has enabled services to the vulnerable people who rely on this service to be maintained. Both contracts were due to expire later in 2022 and the TLC Travel Contract has been extended until 2024. AccessBus vehicles are owned by the Combined Authority and have transferred with the contract. The additional cost of AccessBus for the remainder of 2022/23 is £200k.
- School Buses (£3.4 million pa) – CT Plus provided 41 school bus services. Arrangements have been made with other bus operators to provide these services for the start of the financial year. All but six contracts have been secured at current prices. The additional net cost to meet these in 2022/23 is £65k (£100k pa).
- Socially Necessary Bus Services (£1.15m pa) – four routes in Leeds and eight routes in Kirklees ceased operation on 5 August. It was possible to transfer an NHS funded contract for a service between Pontefract, Wakefield and Dewsbury hospitals to Arriva. Tenders were invited to provide the remaining twelve services however no bids were received. The current uncertainty around funding and ongoing driver shortages were factors. A tender process has been re-opened. Bus tenders are averaging a 15% increase in previous prices and it is anticipated that reinstating these services will require a further £140k in 2022/23.
- Arrangements were made with the administrator to offset Combined Authority costs arising from the business failure against funds owed by the Combined Authority to the company in respect of outstanding contracts and concessionary payments.
- The additional cost to the Combined Authority in 2022/23 arising from the business failure of CT Plus is currently estimated at £440k.

2.3 In addition to the impact of the CT Plus closure, school transport arrangements for the new academic year have now been finalised. Both First and Arriva have notified the withdrawal of several school services which were operating on a commercial basis necessitating their operation under contract. Furthermore, recharges to the respective Councils for the coming year have been agreed. The balance of services which are not supporting statutorily eligible pupils has changed reducing the contributions from Councils and adding to Combined Authority costs. This has identified further cost growth of £430k not included in the forecast reported to the previous meeting.

2.4 The terms of several tendered bus service contracts have been extended at a rate in line with inflation as a more favourable approach than re tendering at an additional cost of £31k.

2.5 The additional costs emerging since the previous meeting can be summarised as follows

		22/23 additional cost £k	Full year impact £k
Costs arising from CT Plus closure	AccessBus	200	400
	School buses	100	£150
	Bus Services	140	280
Additional costs - school transport		521	650
Additional costs – bus services		31	35
Totals		992	1,515

- 2.6 It is therefore proposed to make a further virement of £992k from the concessionary fare budget to meet this immediate cost. The impact on future years is considered later in this paper.

Concessionary Fare Expenditure

- 2.7 The Combined Authority funds the English National Concessionary Travel Scheme (ENCTS) free bus pass scheme for older people and adults with disabilities together with reduced bus fares for under 19s. Whilst under 19 patronage has almost returned to pre pandemic rates, use of the free pass is currently around 65% of pre pandemic rates. Under the Covid funding arrangements, the CA has been reimbursing at pre pandemic rates less an adjustment for reduced mileage operated.
- 2.8 There is currently an underspend in this budget area. As reported to Finance Resources, and Corporate Committee on 12 July 2022, the 21/22 budget outturn was £4.2m less than budget and it is forecast that this budget will underspend the original budget by £5.9m in 22/23. Taking into account the virement approved in July and that proposed here, it is now forecast that this budget will underspend by £2.8m. These provides scope to offset cost growth in bus service expenditure against underspend on concessions. This enabled the virement of £2.1m approved at the previous meeting and a further virement of £992k can be funded in this way.

Anticipated Cost Pressures In The Remainder Of The Year

- 2.9 Since April 2020, Government has issued emergency funding to bus operators and Local Transport Authorities and continued to pay Bus Services Operators Grant (BSOG) at pre-pandemic rates. It requested that Local Transport Authorities (LTAs) continue to make concessionary fare and tendered service payments to operators at pre-pandemic rates. This funding was due to end on 5 October and bus operators had indicated their intention to reduce 100 services including a full withdrawal of 24 routes. This would have put pressure on the Combined Authority to fund the reinstatement of many of these services.

- 2.10 On 19 August 2022, Government announced that this funding will continue until end March 2023. Following pressure from the West Yorkshire and other Metro Mayors, Government extended funding until the end of March 2023. The Combined Authority was awarded £2,029,088 for the period 6 April to 4 October 2022 and a similar sum is anticipated for the remainder of the financial year.
- 2.11 Whilst the extension of funding has averted significant service withdrawals in the autumn, current patronage and increased operating costs mean that around 11% of the bus network is currently not financially viable and steps to recover this position will be needed when the funding ends. As reported to Transport Committee, a full review of the bus network is in progress which will define an aspirational bus network, the steps towards this and the deployment of the bus network elements of the BSIP. A plan for the services which were at risk of withdrawal will need to be considered in this process.
- 2.12 Options to extend current bus service contracts have been taken over the pandemic due to the financial uncertainties which remain. Following the network review, it is intended to undertake an extensive procurement exercise in 2024 for contracts currently valued at c£5m pa. This will necessitate a further extension of contract term and index linked uplift in contract values. In addition several operators have suggested that they may need to give notice on contracts unless an inflation index uplift can be provided. There is therefore a risk of further cost growth in the current financial year beyond that sought in 2.6 and a request for a further virement or other action.
- 2.13 Prior to CT Plus closure, around 45% of spend on school and local bus services is with small/ medium sized businesses who are particularly vulnerable to current economic challenges. The risk of business failure in this sector remains with consequential cost risks for the Combined Authority.
- 2.14 Finance, Resources and Corporate Committee on 12 July 2022 approved that £2 million is transferred to an earmarked reserve for public transport support in 2022/23 and beyond in response to the current volatility in the bus sector. In the event that significant further risks to service delivery emerge, it may become necessary to utilise some of this reserve to mitigate the worst effects. Any request to do this would be brought to the Combined Authority for consideration and approval.

Implications For 2022/23 Budgets

- 2.15 Taking into consideration the issues set out in this paper, expenditure on bus services in 2022/23 is currently expected to outturn at around £3.5m more than the budget set. Use of the ENCTS free bus pass is expected to grow back to pre pandemic rates during 2023/24 and the opportunity to offset the increased bus service costs against reduced spend on concessions is not likely to be available in 2023/24. There is also a risk that bus operators seek a review of the ENCTS model to reflect their increasing costs.

- 2.16 The cost of maintaining current tendered bus service levels into the forthcoming year would therefore require additional funding to be met from the Transport Levy or for a review of the support provided to determine what is affordable. The Transport Levy has been reduced or frozen for a number of years in cash terms and hence has fallen significantly taking inflation into account but it is recognised that the local authority partners who fund the levy are facing significant financial pressures also. This will be further explored during the budget negotiations over the autumn.

3. Tackling the Climate Emergency Implications

- 3.1 A key aim of the bus network is to enable people to travel by sustainable modes in order to tackle the climate emergency.

4. Inclusive Growth Implications

- 4.1 The Bus Network Development Plan will seek to protect services to communities, particularly those area of high deprivation, in order to support the region's inclusive growth ambitions.

5. Equality and Diversity Implications

- 5.1 Supporting Equality and Diversity through ensuring the bus service is attractive, inclusive and accessible for all is a key aim of the West Yorkshire Bus Service Improvement Plan.
- 5.2 An Equality Impact Assessment will be undertaken for any actions by the Combined Authority which have a significant impact on service provision.

6. Financial Implications

- 6.1 This report currently presents a forecast overspend on bus services and underspend in concessions and identifies how this budget area will continue to be under pressure due to external factors. Regular updates on expenditure are provided to the Finance, Resources and Corporate Committee and periodically to this meeting.
- 6.2 A separate report on this agenda proposes that the initial three months of the BSIP fares initiative is funded using the concessionary fare budget as described in this paper.

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 issues addressed in this report have involved the detailed input and engagement of bus operators.

10. Recommendations

10.1 That the Combined Authority notes the current position with bus service and concessionary fare spending and the actions being taken to mitigate the current budgetary position.

10.2 That the Combined Authority approves a virement of £0.992 million from the 2022/23 concessionary travel budget to the tendered bus service budget

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

None



Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: **Bus Service Improvement Plan Update**

Director: Dave Pearson, Director, Transport & Property Services

Author(s): Helen Ellerton, Interim Head of Transport Policy

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 Department for Transport funding for the Bus Service Improvement Plan.
- 1.2 That the Combined Authority discuss the delivery of a trial of the Mayor’s Fares proposal, which is set out as part of the Bus Service Improvement Plan.
- 1.3 That the Combined Authority delegates to the Transport Committee the further stages of approval of the Bus Service Improvement Plan in accordance with the Assurance Framework, so that delivery can commence in line with the tight delivery timeframes.

2. Information

Background

- 2.1 The Combined Authority submitted its Bus Service Improvement Plan to the Department for Transport (DfT) in October 2021. The development of the Bus Service Improvement Plan, which sets out our ambitious vision and plan for improving local bus services, was a requirement of the ‘Bus Back Better: The National Bus Strategy for England’ (2021).

- 2.2 The West Yorkshire Bus Service Improvement Plan set out a plan of interventions across five key delivery areas, which work towards:
- **An enhanced, fully inclusive and more cohesive bus network** – which takes people where they need to go, when they need to go.
 - **Clear and simple fares** – to make paying for bus travel more affordable, easier, convenient and flexible.
 - **Improved, more inclusive customer service and support** – so passengers have the tools to travel with confidence and help they need if their journey does not go to plan.
 - **Priority for buses on our road** – so journeys by bus are quicker, with less time spent stuck in traffic, and are a viable alternative to the private car.
 - **More green and better vehicles** – to improve the onboard experience and make bus the sustainable choice for travel in West Yorkshire.

Indicative Bus Service Improvement Plan funding award

- 2.3 In April 2022 the Combined Authority was advised that it had successfully been awarded an indicative settlement of £69,974,070 revenue funding over three financial years (2022/23, 2023/24, 2024/25) to support delivery.
- 2.4 As per DfT guidance, the Combined Authority proposed to prioritise this funding to subsidise fares (driving down the cost of single journey and day tickets / the 'daily cap') and invest in new routes and enhanced services, radically improving the local bus network and delivering significant improvements for local passengers.
- 2.5 Other prioritised investments included improvements to network travel information, shared training for all customer facing staff, initiatives to support safer travel, and marketing and communications to promote and maximise the benefits / passenger uptake of these Bus Service Improvement Plan interventions.
- 2.6 On 8 August 2022 the Combined Authority received a letter setting out that the £69,974,070 of funding was confirmed subject to a successful statutory consultation on the Bus Service Improvement Plan Enhanced Partnership scheme, which is due to conclude in October 2022. The Combined Authority approved the Enhanced Partnership scheme for consultation at its meeting in July 2022.

The Mayor's Fares Proposal

- 2.7 As part of the Bus Service Improvement Plan the Combined Authority set out a proposal to reduce the daily cap on the MCard ticket to £4.50 from £5.50 and setting the maximum single day fare to £2. The Combined Authority meeting on 22 July resolved that "that arrangements to implement the cheaper fares proposal proceed in consultation with the Mayor and Chair of Transport Committee be agreed."

- 2.8 The proposal is to prioritise £37,000,000 (53%) of the funding towards subsidising fares (driving down the cost of single journey and day tickets / the 'daily cap') and the remainder on investing in new routes and enhanced services, radically improving the local bus network and delivering significant improvements for local passengers.
- 2.9 Given the current "cost of living crisis", the Mayor felt that it was important that individuals and families obtained the benefit of this as soon as practically possible. Also, the start of the academic year is an opportune time to promote new fares as many people review and change travel habits at this time. Therefore, the "Mayor's Fares" are to be launched on 4 September 2022.
- 2.10 Whilst the DfT letter provides sufficient confidence to proceed, the grant award and first year payment will not be issued until the Enhanced Partnership has passed through its due process and is in place. This will be late September/ early October. To facilitate an earlier start for the fares initiative, it is proposed that the Combined Authority funds payments to operators between September and November (3 months) from within current revenue budgets until such time as BSIP funding is available. A separate report on this agenda identifies a surplus in the concessionary fare budget which is available for this purpose. The cost of the first three months of the scheme is estimated at £3,000,000. In the event of any circumstance whereby the BSIP funding does not become available, then the Combined Authority would need to consider whether to terminate or continue the initiative.
- 2.11 Arrangements have been made with bus operators to facilitate the practical steps to implement the new fares and to agree the methodology by which they would be reimbursed from the BSIP funding award. These arrangements will involve making provisional payments in the first three months which are then reviewed for the remainder of the first year. Reimbursement arrangements for the second and subsequent years will be made following a full analysis of the costs and additional revenues generated in year 1.

Bus Service Improvement Plan Approval

- 2.12 The Bus Service Improvement Plan will be fully assured through the Assurance Framework. It gained decision point 1 (strategic assessment) approval in January 2022 and the strategic outline case (decision point 2) is currently being appraised and will be reported to the Transport Committee at their 14 October meeting. Delegated authority for approval of the strategic outline case from the Combined Authority to the Transport Committee is requested due to expediency of delivery.
- 2.13 The "Mayor's Fares" will proceed ahead of decision point 2 of the Assurance Framework on a trial basis, due to the late confirmation from government of the Bus Service Improvement Plan funding and for the reasons as explained above. This also has the added benefit of allowing the "Mayor's Fares" to be reviewed and adjusted as we assure it.
- 2.14 The funding forecast for "Mayors Fares" assumes that the initiative will generate additional travel and revenues which reduce spend in the second

and subsequent years. If this does not materialise, there is a risk that the funding available may not be sufficient for the full three years. A benefit of the trial is that the data from the first three months will enable a more accurate picture.

- 2.15 The Bus Service Improvement Plan includes provision for investment in bus service improvements. It is intended that Transport Committee will consider proposals in this regard in November with the network improvements being introduced early in 2023.

3. Tackling the Climate Emergency Implications

- 3.1 A key aim of the West Yorkshire Bus Service Improvement Plan is to support the decarbonisation of the local bus network, including delivery of a carbon-zero bus fleet by 2036, as well as encourage more travel by bus and other sustainable modes in order to tackle the climate emergency.

4. Inclusive Growth Implications

- 4.1 The key aims of the West Yorkshire Bus Service Improvement Plan are to create a more inclusive, accessible bus service and to better connect communities, particularly those areas of high deprivation, in order to support the region's inclusive growth ambitions.

5. Equality and Diversity Implications

- 5.1 Supporting Equality and Diversity through ensuring the bus service is attractive, inclusive and accessible for all is a key aim of the West Yorkshire Bus Service Improvement Plan.
- 5.2 The planned public engagement will also prioritise engaging with seldom heard groups and, where possible, obtaining data on protected characteristics from participants, in order to strengthen the insights, it provides to support Equality and Diversity.
- 5.3 An Equality Impact Assessment has been completed and will be reviewed regularly throughout the programme's delivery.

6. Financial Implications

- 6.1 Subject to successful completion of the consultation on the Bus Service Improvement Plan Enhanced Partnership Scheme, the Combined Authority will receive £69,974,070 in revenue funding over the next three years from 2022/2023 to support delivery of its Bus Service Improvement Plan.
- 6.2 The Mayor's Fares commenced on 4th September 2022. The scheme will be funded from the Combined Authority's concessionary fares revenue budget until the BSIP funding is received whereupon the revenue budget will be

repaid, and future expenditure will be met from BSIP. The estimated cost of the first three months of operation is £3 million. A separate report on this agenda sets out the current position regarding the concessionary fares budget.

7. Legal Implications

- 7.1 Bus operator participation will be secured through the Enhanced Partnership, which will include a legal agreement setting out the mechanism for calculating and making reimbursement payments to bus operators.

8. Staffing Implications

- 8.1 There are no staffing implications directly as a result of this report. The BSIP award includes for a limited increase in staff resource to enable the management and delivery of the programme.

9. External Consultees

- 9.1 No external consultations have been undertaken; however, the Mayor's Fares will be subject to an external consultation through the statutory consultation that is due to take place from late September on the Bus Service Improvement Plan Enhanced Partnership scheme.

10. Recommendations

- 10.1 That the Combined Authority note the update on the Bus Service Improvement Plan and that funding has been confirmed by the Department for Transport subject to the making of the Bus Service Improvement Plan Enhanced Partnership Scheme following statutory consultation.
- 10.2 That the operation of the Mayor's Fares be funded for the first three months from the Combined Authority's concessionary fares revenue budget. The cost of the first three months of the scheme is estimated at £3 million.
- 10.3 That the Combined Authority delegates to the Transport Committee the approval of the Bus Service Improvement Plan strategic outline case in accordance with the Assurance Framework, so that delivery can commence in line with the tight delivery timeframes.

11. Background Documents

None

12. Appendices

None

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Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: **Governance: Representation on Outside Bodies**

Director: Angela Taylor, Director, Corporate and Commercial Services

Author(s): Angela 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 note the thematic split of roles of the Deputy Chairs of the Transport Committee.
- 1.2 To consider West Yorkshire Combined Authority (Combined Authority) representation to the TfN Scrutiny Committee and East Coast Main Line Authorities.

2. Information

- 2.1 The Combined Authority is represented on a number of outside bodies. The appointments approved at the Combined Authority's Annual Meeting on 23 June to **Transport for the North** (TfN), the statutory Sub-National Transport Body, are as set out in the attached **Appendix 1**.
- 2.2 At the date of the Annual Meeting, appointments to both the TfN Scrutiny Committee and the Consortium of East Coast Main Line Authorities were outstanding pending agreement on the portfolios of the two Transport Committee Deputy Chairs.

Deputy Chairs of Transport Committee

- 2.3 The role and duties of the Deputy Chairs of Transport Committee were set out in the role profile agreed at the Annual Meeting of the Combined Authority in

June. The thematic split of roles for the 2022/23 municipal year have been agreed as follows:

Deputy Chair	Thematic Roles
Cllr Peter Carlill	Active Travel Buses Decarbonisation
Cllr Manisha Kaushik	Mass Transit Rail Transport capital programmes

Each Deputy Chair will support the Mayor and Chair of Transport Committee on these thematic areas. This will include attending / leading relevant industry engagement groups, member working groups and forums as appropriate. It is recognised that there needs to be good integration and alignment between these thematic areas and so it is expected that each Deputy may attend meetings on, and be party to, the work across all the themes, including Local Transport Plan development.

- 2.4 In the context of the above, the Combined Authority are now asked to consider appointing the following members to the outstanding appointments to TfN and East Coast Main Line Authorities (also highlighted in yellow on the attached appendix):

TfN Scrutiny Committee

Representative: Councillor Manisha Kaushik
Substitute: Councillor Peter Carlill

Consortium of East Coast Main Line Authorities

Representative: Councillor Manisha Kaushik

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 None.

7. Legal Implications

- 7.1 The appointment to the TfN Scrutiny Committee may be an elected member of the Combined Authority or of any of the Constituent Councils of the Combined Authority. It cannot be the TfN Member or their substitute, nor a TfN co-opted Member.

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 note the thematic split of roles of the Deputy Chairs of the Transport Committee as set out in paragraph 2.3 above.
- 10.2 That the Combined Authority approves the appointments to the TfN Scrutiny Committee and the Consortium of East Coast Main Line Authorities for the municipal year 2022/23 as set out in paragraph 2.4 above.

11. Background Documents

None.

12. Appendices

Appendix 1 - Combined Authority representation on outside bodies 2022/23.

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West Yorkshire Combined Authority Representation on outside bodies 2022/23

Outside Body	Named Representative
TfN Members' Board ¹	Representative: Mayor Brabin Substitute: Susan Hinchcliffe
TfN Scrutiny Committee	Representative: Manisha Kaushik Substitute: Peter Carlill
TfN Rail North Committee	Representative: Susan Hinchcliffe Substitute: Mayor Brabin
TfN General Purposes Committee ²	Representative: Susan Hinchcliffe Substitute: Mayor Brabin
Consortium of East Coast Main Line Authorities ³	Representative: Manisha Kaushik

¹ The City of York Council also appoint to the TfN Board.

² This nomination will be advisory. Nominations are formalised via the TfN Board Annual meeting

³ The City of York Council also appoint to the Consortium of East Coast Main Line Authorities.

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Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: Project Approvals

Director: Melanie Corcoran, Director of Delivery

Author: Craig Taylor, Head of Portfolio Management and Appraisal

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 The schemes outlined in this report have come directly to the Combined Authority as they are seeking decision point 2 (strategic outline case) approval and delegation of authority to the relevant thematic committee to approve future change requests. The schemes will be reported to the relevant thematic committee as appropriate.
- 1.3 The recommendations can be found in Section 12 of this report.

2 Tackling the Climate Emergency implications

- 2.1 The West Yorkshire Combined Authority and the Leeds City Region Enterprise Partnership (the LEP) are working towards the challenging ambition of being a net zero carbon economy by 2038 and to have made significant progress by 2030, in its efforts to tackle the climate emergency. As a region, West Yorkshire currently emits 11 million tonnes of carbon dioxide equivalent (MtCO₂e) per year. Meeting the target, achieving emission reductions of over 11 MtCO₂e by 2038, will require urgent and collaborative action across all sectors of the region's economy in partnership with businesses and communities.
- 2.2 Transport is the largest emitting sector, dominated by road transport and private vehicle use. The majority of emissions from buildings and industry are due to heat generation, primarily as a result of the combustion of natural gas.
- 2.3 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 all Project Approvals reports to the Combined Authority and thematic committees to include the results of a carbon impact assessment and narrative on the clean growth / tackling the climate emergency implications.

2.4 To strengthen decision making across the whole of the Combined Authority's Assurance Framework a robust methodology for assessing the carbon impact of proposals has been developed. This includes a qualitative assessment of likely carbon impact at Stage 1 and a more detailed quantitative assessment of carbon impact at Stage 2.

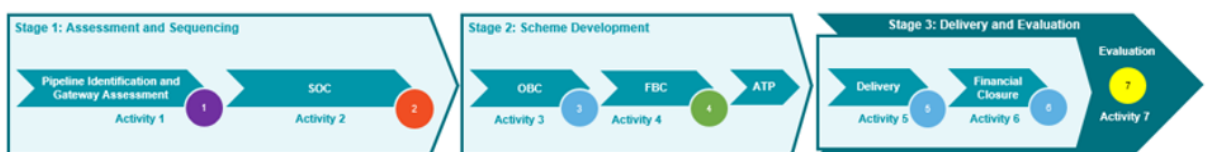
2.5 The carbon impact assessment methodology has now been completed and is being implemented into the Assurance Framework. The work has involved the development of training, reporting requirements and other supporting material to ensure carbon assessment is properly embedded in the Assurance Framework. The Combined Authority will provide the necessary scrutiny of carbon impact assessments presented by promoters.

3 Report

3.1 This report presents proposals for the progression of two schemes through the Combined Authority's assurance process in line with the Combined Authority's Assurance Framework. One of these schemes is subject to a non-disclosure agreement and its costs have not been included in these totals. The remaining scheme has a funding value of £1,420,000 when fully approved, of which £1,420,000 will be funded by the Combined Authority. A total expenditure recommendation to the value of £1,356,000 is sought as part of this report for the development and delivery of this scheme. Further details on the schemes summarised below can be found as part of this report.

3.2 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.

3.3 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

3.4 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 West Yorkshire Investment Strategy (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).

- 3.5 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

- 3.6 If approved the scheme will progress to 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.
- 3.7 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.
- 3.8 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.
- 3.9 A Single Stage Business Case, called Business Justification, has now been introduced for transport and non-transport projects that are either below £2,000,000, low complexity, low risk and / or not novel or contentious.

Although this is a single stage approval, replacing decision point 2 (SOC), decision point 3 (OBC) and decision point 4 (FBC), the remainder of the assurance process must still be followed.

Stage 3: Delivery and Evaluation

- 3.10 Once a scheme gains FBC approval and the conditions set have been met, the scheme can progress into Activity 5 (Delivery).
- 3.11 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.
- 3.12 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.
- 3.13 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.
- 3.14 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.

Value for Money - Benefit Cost Ratios

- 3.15 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.
- 3.16 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.

- 3.17 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.
- 3.18 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.
- 3.19 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.

Scheme summaries

<p>Eurovision Song Contest 2023 – Leeds Host City Bid</p> <p>Leeds</p>	<p><u>Scheme description</u></p> <p>The Eurovision Song Contest (ESC) is the world's largest live music event, organised annually since 1956, by the European Broadcasting Union (EBU). Ukraine's entry won the contest in 2022 and under normal circumstances, would have hosted the ESC 2023. However, in light of the war in Ukraine and the challenges this presents, in terms of hosting a complex international event, the EBU has agreed that the ESC 2023 will be held in the United Kingdom (UK), on Ukraine's behalf, with the BBC as Host Broadcaster.</p> <p>The BBC's selection process started in July 2022 and cities were invited to formally express their interest in hosting the event. Leeds was shortlisted and is now required to provide detailed information in a bid to the BBC, which will be used to identify the preferred Host City. Leeds City Council has met with the West Yorkshire's Ukrainian community which is supportive of the bid. The bid will be submitted in line with the timeline set out by the BBC and the final Host City decision will be made in the autumn.</p> <p>An approval in principle is now sought from the Combined Authority for match funding to contribute to the costs associated with hosting the event. At the time of this report's publication the bidding process to host ESC is still live and the Combined Authority and Leeds City Council are subject to a non-disclosure agreement with the BBC. Some details relevant to this approval have therefore been included in Exempt Appendix 2.</p> <p><u>Impact</u></p> <p>Hosting the ESC 2023 will support the ongoing recovery of the tourism sector in Leeds and the wider region through domestic and international visitors spending on accommodation, food and drink, entertainment, retail and other goods and services. Services including security, ticketing and waste management are required to deliver major events, and this will have a positive impact on businesses in the region. The ESC also presents opportunities to increase awareness of Leeds and the region as a place to invest, study and live attracting inward investment.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 1 (strategic assessment) and work commences on decision point 2, 3 and 4 (business justification).</p> <p>Total value of the scheme – see Exempt Appendix 2</p> <p>Total value of Combined Authority funding – see Exempt Appendix 2</p> <p>A decision by the Combined Authority is sought as part of this report</p>
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<p>TCF Tadcaster Road</p> <p>York</p>	<p><u>Scheme description</u></p> <p>The scheme will be delivered along with a regular Department for Transport funded road maintenance programme which will take away the upper layers of the road surface, refurbish the drainage, and renew the street lighting. The Transforming Cities Fund (TCF) scheme will fund a new layout on the road and pavement that favours pedestrians, cyclists, and public transport and will be delivered by City of York Council (CYC).</p> <p>The scheme meets national guidance for walking and cycling facilities and will include three new high specification controlled pedestrian crossings, which are accessible to people with disabilities, cycle lane improvements, and separating cyclists from buses by providing a dedicated bus lane. The scheme will also create more pavement space and more space at crossings to manage large numbers of people going to and from York College at peak times of the day. The allocation of dedicated road space to buses will also improve bus journey times.</p> <p>The scheme is funded by Transforming Cities Fund.</p> <p><u>Impact</u></p> <p>This scheme will deliver the Strategic Economic Framework aim of delivering well connected transport infrastructure and contributes to the Mayor's pledge to tackle the climate emergency and protect our environment.</p> <p>The scheme supports the Combined Authority's inclusive growth and equality and diversity policies by providing safer, accessible, and more attractive local travel choices for non-car owners, less affluent people and people accessing York College from Tadcaster Road.</p> <p>The scheme's wider social benefits include health and wellbeing benefits as a result of the improved cycling and walking facilities, which will encourage more people to make local trips by bike or on foot, rather than by the car to access greenspace and the employment, education, and leisure facilities in the city.</p> <p>The scheme will deliver a cost benefit ratio of 1.75 over 20 years if a 10% increase in cycling is achieved.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).</p> <p>Total value of the scheme - £1,420,000</p> <p>Total value of Combined Authority funding - £1,420,000</p> <p>Funding recommendation sought - £1,356,000</p> <p>A decision by the Combined Authority is sought as part of this report</p>
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- 3.20 Since the Combined Authority’s meeting on 22 July 2022, 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 Place, Regeneration and Housing Committee at its meeting on 1 September 2022. Under the delegation no expenditure was approved on 1 September 2022. The decisions were made by the Place Regeneration and Housing Committee following a recommendation from Combined Authority Programme Appraisal Team.
- 3.21 The full agenda and papers for the meeting can be found on the [Combined Authority website here](#).

BHF - Cow Green	Approval of outline business case and for work to commence on full business case Funding approved - £0 Total indicative value of the scheme - £17,000,000 Total indicative value of Combined Authority funding - £2,100,000
BHF – South Huddersfield	Approval of outline business case and for work to commence on full business case Funding approved - £0 Total indicative value of the scheme - £15,000,000 Total indicative value of Combined Authority funding - £869,000
BHF Leeds Village	Approval of outline business case and for work to commence on full business case Funding approved - £0 Total indicative value of the scheme - £154,000,000 Total indicative value of Combined Authority funding - £7,667,000

4 Information

4.1 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.

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

Projects in Stage 1: Assessment and Sequencing

Project Title	Eurovision Song Contest 2023 – Leeds Host City Bid
Stage	1 (assessment and sequencing) and 2 (project development)
Decision Point	1 (strategic assessment)

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

Background

- 4.4 The Eurovision Song Contest (ESC) is the world’s largest live music event, organised annually since 1956 by the European Broadcasting Union (EBU), which represents public service media in 56 countries in Europe, the Middle East, and Africa.
- 4.5 The economic tourist impact from previous host cities is reported to range from €17 million to €38 million. The ESC 2022, held in Turin, reached over 180 million viewers on TV and digital platforms, and gave its tourism a significant boost. Forty thousand air passengers passed through Turin airport for Eurovision, of these 56% were making their first trip over to the city. 57% of Turin’s tourists arrived solely for Eurovision in the weeks leading up to the ESC and a survey showed 90% of visiting Eurovision fans said they would like to visit Turin again.
- 4.6 The ESC 2022 was won by Ukraine’s entry, Kalush Orchestra. Under normal circumstances, Ukraine would have hosted the ESC 2023. However, in light of the war in Ukraine and the challenges this presents to hosting a complex international event, the EBU has agreed that the United Kingdom (UK), will host the ESC 2023, on Ukraine’s behalf, with the BBC as Host Broadcaster.
- 4.7 The BBC began a Host City selection process in late July 2022, which invited cities to formally express their interest in hosting the ESC. A total of 20 cities expressed an interest in becoming the UK Host City for Eurovision 2023.
- 4.8 The BBC announced on 12 August 2022, Leeds had been shortlisted alongside Birmingham, Glasgow, Liverpool, Manchester, Newcastle, and Sheffield. Each shortlisted city is required to provide detailed information to the

BBC, referred to in this report as a bid submission, which will be used to identify the preferred Host City.

- 4.9 An agreement in principle is now sought from the Combined Authority to provide match funding for the bid submission. At the time of this report's publication the bidding process to host the Eurovision Song Contest 2023 (ESC) is still live and the Combined Authority and Leeds City Council are subject to a non-disclosure agreement (NDA) with the BBC. The NDA does not allow the publication of any details associated with the UK Host City selection process for the Eurovision Song Contest. Some of the details relevant to this approval are therefore included in **Exempt Appendix 2**.

Tackling the Climate Emergency Implications

- 4.10 The ESC 2023 would be hosted in a compact city centre which alone will contribute to offering a more sustainable event.
- 4.11 It is recognised that hosting ESC 2023 will generate more international travel to the region. Leeds' approach will be subject to review in relation to minimising the impact on the environment wherever possible and will be further explored as part of the development of the business justification case if the bid is successful.

Outputs and Benefits

- 4.12 The outputs and benefits from hosting the event include:
- Supporting the ongoing recovery of the tourism sector both in Leeds and the wider region through domestic and international visitors spending on accommodation, food and beverage, entertainment, retail and other goods and services. Tourism activity can be immediate from event attendance and longer term as guests return to the region, or others are inspired by event coverage to visit later.
 - The economic impact from tourists visiting previous ESC Host Cities ranges from €17 million to €38 million.
 - Increased awareness of Leeds and the region as a place to visit, invest, study and live attracting inward investment,
 - Services including security, ticketing, venue hire, waste management are required to deliver major events, and this will have a positive impact on businesses in the region. When money from outside the region is spent in the region to deliver the event, there are positive economic returns from event operations.

Inclusive Growth Implications

- 4.13 The inclusive growth implications of hosting the event include:
- Working with Leeds 2023 and regional partners the cultural programme will provide support to the cultural sector and to SMEs in the supply chain, all areas heavily impacted by the Covid-19 pandemic.

- It also supports the large Ukraine population in the region as a host on their behalf. Leeds have already engaged the 5,000 strong Ukrainian community across Leeds and Yorkshire including Bradford, Huddersfield, and Wakefield.
- Also see **Exempt Appendix 2**.

Equality and Diversity Implications

- 4.14 Leeds City Council will be required to complete an Equality Impact Assessment (EqIA) as part of the development of the business justification case if the bid is successful.

Risks

- 4.15 See **Exempt Appendix 2**.

Costs

- 4.16 See **Exempt Appendix 2**.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
1 (strategic assessment)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	09/09/2022
2,3 and 4 (business justification)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Culture, Heritage and Sport Committee	03/11/2022
5 (delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	30/06/2023

Other Key Timescales

- September 2022 - Shortlisted Host City bid submission deadline
- May 2023 - Eurovision Song Contest 2023
- See **Exempt Appendix 2** for other key timescales

Assurance Tolerances

Assurance tolerances
Combined Authority costs remain within those outlined in Exempt Appendix 2 . Delivery (DP5) timescales remain within 3 months of those outlined in this report.

Outputs to be agreed at business justification stage

Appraisal Summary

4.17 Please refer to **Exempt Appendix 2**.

Recommendations

4.18 Please refer to **Exempt Appendix 2**.

Project Title	TCF Tadcaster Road
Stage	1 (assessment and sequencing) and 2 (project development)
Decision Point	2,3 and 4 (business justification)

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Background

- 4.19 This scheme will be funded through the Department for Transport's 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. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 4.20 The TCF programme is organised into three themes which focus on improving public transport and cycling corridors, improving accessibility to key locations, and improving transport hubs and Interchange facilities.
- 4.21 This scheme builds on York's strong cycling foundation and successful experience with Park and Ride, to enhance the provision for walking and cycling and prioritisation of buses on an arterial route into the city.
- 4.22 Tadcaster Road runs next to York Racecourse and links Askham Bar Park and Ride to the city centre and provides access to York College and employment opportunities and leisure facilities in the city centre, for local residents, including those from some of the city's less affluent areas. Improving cycling and walking facilities on Tadcaster Road, will encourage residents and visitors to make local trips by bike or on foot.
- 4.23 This scheme will be delivered along with a regular Department for Transport funded road maintenance programme which will take away the upper layers of the road surface, refurbish the drainage, and renew the street lighting. When it is time to replace the road and pavement the Transforming Cities Fund (TCF) scheme will fund a new layout on the road and pavement that favours

pedestrians, cyclists, and public transport and will be delivered by City of York Council (CYC).

- 4.24 The scheme meets national guidance for walking and cycling facilities and will include three new high specification controlled pedestrian crossings, accessible to people with disabilities, to replace central reservations, unenforceable cycle lanes replaced with enforceable cycle lanes to reduce instances of vehicles parking or entering these lanes, and separating cyclists from buses by providing a dedicated bus lane so buses do not have to travel at the speed of the slowest cyclist.
- 4.25 The scheme will create more pavement space and more space at crossings, to manage the large numbers of students going to and from York College at peak times of the day. The allocation of dedicated road space to buses will also improve bus journey times.
- 4.26 Consultation with the public, disability and cycle users' groups has resulted in the final location of a crossing being moved.
- 4.27 A summary of the scheme's business case and location map is included in **Appendix 3**.

Tackling the Climate Emergency Implications

- 4.28 The scheme will make journeys feel safer and more enjoyable and encourage more people to make local trips by bike or on foot, rather than by car.
- 4.29 Similarly regional visitors and people travelling to York from surrounding rural areas to go shopping or continue their journey by train, will be more inclined to use the Park and Ride if the journey times for Park and Ride bus and local buses are quick and more reliable because of bus priority measures on their route.

Outputs and Benefits

- 4.30 The scheme outputs and benefits include:
- Installation of three new pedestrian controlled signalised crossings, which will be accessible to everyone.
 - Provision of 13 light segregation features to protect cyclists at vulnerable locations
 - Installation of 625 metres of new cycle track along Tadcaster Road which is located off the highway
 - 2085 metres of on-road cycle lanes widened to a width of 1.5 metres and 335 metres of bus and cycle lanes widened to allow buses to safely overtake cyclists
 - Shared space path, used by pedestrians and cyclists, widened to three metres wide
 - Sections of cycle lane rerouted to pass behind bus stops, to remove areas where cyclists and pedestrians would mix.

- Reallocation of road space to cycling and walking, for example the removal of some yellow road 'hatching' marks to widen cycle lanes and pavements
- New bus lane markings
- Increase in pedestrian trips along Tadcaster Road by 10% in five years because of improved pedestrian crossings and pavements.
- Increase cycle trips along Tadcaster Road by 10% in five years because of the replacement of advisory cycleways with wider mandatory lanes.
- Reduce number of accidents by 5-10% over five years for vulnerable road users most at risk from road traffic including pedestrians, in particular children, older adults and disabled people, cyclists, horse riders and motorcyclists.

Inclusive Growth Implications

4.31 The scheme's inclusive growth implications include:

- Improved bus journey times and reliability for non-car owners, residents from less affluent areas, students, and those with disabilities.
- The improved cycling and walking facilities will encourage more people to make local trips by bike or on foot, rather than by the car, to access greenspace and the employment, education, and leisure facilities in the city. The physical and mental health benefits of inclusion into active travel (cycling and walking) are proven and accepted for most people.

Equality and Diversity Implications

4.32 An Equality Impact Assessment (EqIA) has been undertaken for the scheme and equality and diversity impacts put at the heart of the development of the scheme and the business case.

4.33 The scheme addresses the barriers cyclists and pedestrians face when using Tadcaster Road by making it more accessible and addressing safety fears.

Risks

4.34 The scheme risks include:

- That the costs rise as part of the current procurement exercise leaving a funding gap. Options to mitigate this are that City of York Council (CYC) meets the cost, a further value engineering exercise is completed, or the design is reviewed to reduce some elements.
- This scheme can only start once the relevant section of Tadcaster Road is ready to be reinstated, following the works carried out as part of the DfT funded maintenance programme. Any delay to the maintenance programme works will impact on the scheme's delivery timeframes. This will be mitigated by CYC providing regular updates on progress of the DfT maintenance programme.

Costs

4.35 The total scheme costs are £1,420,000.

- The Combined Authority's contribution is £1,420,000 from the Transforming Cities Fund.
- The scheme is being jointly procured with the regular Department for Transport funded maintenance works due on this part of Tadcaster Road.
- At decision point 1 (strategic assessment) development costs of £64,000 were approved to develop the business justification case. This has now been spent on a cycling infrastructure assessment of the existing infrastructure and determining the preferred option against national cycle guidance.
- Subject to approval of the Business Justification Case, the Combined Authority will need to enter into a funding agreement with City of York Council for expenditure up to £1,420,000 from the Transforming Cities Fund.
- As outlined in the Risk section there is a likelihood the current procurement will reveal a scheme cost that exceeds the budget allocation which is fixed. If the funding gap cannot be filled by CYC, a revision of the design to exclude some elements will be necessary to stay within the budget of £1,420,000.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2,3 and 4 (business justification)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	09/09/2022
Approval to Proceed	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Director of Delivery	07/10/2022

Other Key Timescales

- 31 August 2022 - Contractor appointed
- 31 October 2022 – Work on site starts
- 30 June 2023 – Work on site finishes

Assurance Tolerances

Assurance tolerances
Combined Authority Costs remain within +5% of those outlined in this report.
Delivery (DP5) timescales remain within 6 months of those outlined in this report.

Appraisal Summary

- 4.36 The strategic case for the scheme is strong as it delivers to many of the Combined Authority and City of York Council's policies. Many of these overlap in their prioritisation and focus on investing in sustainable travel infrastructure to encourage movement away from use of the private car in favour of cycling and walking for environmental as well as health reasons, in addition to improving connectivity for less affluent neighbourhoods to facilities and opportunities to achieve more inclusion. The improvement of the bus route to prioritise buses and maintain good speeds also supports these objectives, as one of the current obstacles for buses is that shared lanes with cyclists limits the bus to the speed of the slowest cyclist.
- 4.37 The commercial case is strong as it combines procurement of this scheme with the DfT's routine maintenance programme, and the sound procurement policies established at CYC. The economic case is also strong with a minimum BCR of 1.75 (medium) excluding the benefit of no costs for the removal of old infrastructure as the routine maintenance scheme it follows will pay for this. The inclusion of SMART objectives will uplift the economic case to green and this has been added as one of the conditions for approval to proceed.
- 4.38 The financial case remains the most challenging as the scheme budget is fixed and the current procurement exercise may show the cost of the current design has risen above the provision for inflation and contingency. If this happens and the mitigations do not cover the funding gap the scheme design may have to be revisited. This reality means the overall appraisal must remain at amber/green despite nominally being a low value, low risk scheme.

Recommendations

- 4.39 The Combined Authority subject to the conditions set by the Programme Appraisal Team, approves that:
- (i) The TCF Tadcaster Road scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
 - (ii) Approval to the Combined Authority's contribution of £1,356,000, taking the total scheme approval to £1,420,000. The total scheme value is £1,420,000.
 - (iii) The Combined Authority enters into an addendum to the existing Funding Agreement with City of York Council for expenditure of up to £1,420,000.
 - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in this report

Conditions

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

- (i) The final agreed tender cost of the scheme must be confirmed to come within the available funding, and a detailed cost breakdown and cost plan from the contractor provided as evidence.
- (ii) If a funding gap exists which cannot be bridged by either additional funding from CYC or value engineering, the scheme will be brought back to PAT for approval of any changes to the current design.
- (iii) The objectives are updated to ensure that they are all SMART, the specific outputs and benefits are confirmed, and a Monitoring and Evaluation Plan is provided.
- (iv) A construction programme (Gantt) is supplied for the works, covering both the core maintenance works and TCF works for Tadcaster Road.

Projects in Stage 2: Development

4.41 There are no schemes to review at this stage.

Projects in Stage 3: Delivery and Evaluation

4.42 There are no schemes to review at this stage.

5 Tackling the Climate Emergency implications

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

6 Inclusive Growth implications

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

7 Equality and Diversity implications

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

8 Financial implications

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

9 Legal implications

9.1 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.

10 Staffing implications

- 10.1 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.

11 External consultees

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

12 Recommendations (Summary)

Eurovision Song Contest 2023 – Leeds Host City Bid

- 12.1 See **Exempt Appendix 2**.

TCF Tadcaster Road

- 12.2 The Combined Authority subject to the conditions set by the Programme Appraisal Team, approves that:
- (i) The TCF Tadcaster Road scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
 - (ii) Approval to the Combined Authority's contribution of £1,356,000, taking the total scheme approval to £1,420,000. The total scheme value is £1,420,000.
 - (iii) The Combined Authority enters into an addendum to the existing Funding Agreement with City of York Council for expenditure of up to £1,420,000.
 - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in this report

Conditions

- 12.3 The following conditions have been set by PAT to gain Approval to Proceed to Delivery:
- (i) The final agreed tender cost of the scheme must be confirmed to come within the available funding, and a detailed cost breakdown and cost plan from the contractor provided as evidence.
 - (ii) If a funding gap exists which cannot be bridged by either additional funding from CYC or value engineering, the scheme will be brought back to PAT for approval of any changes to the current design.
 - (iii) The objectives are updated to ensure that they are all SMART, the specific outputs and benefits are confirmed, and a Monitoring and Evaluation Plan is provided.

- (iv) A construction programme (Gantt) is supplied for the works, covering both the core maintenance works and TCF works for Tadcaster Road.

13 Background Documents

13.1 None as part of this report.

14 Appendices

Appendix 1 – Background to the Combined Authority’s Assurance Framework

Exempt Appendix 2 – Eurovision Song Contest 2023 – Leeds Host City Bid

Appendix 3 - TCF Tadcaster Road Business Case Summary

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Project Approvals

Appendix 1 - Assurance Framework

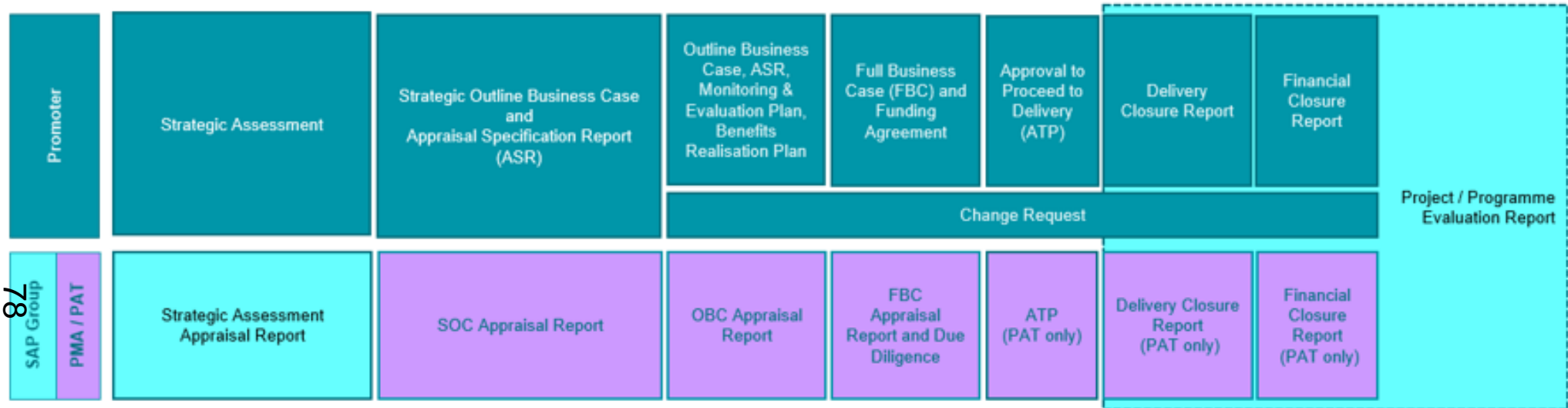
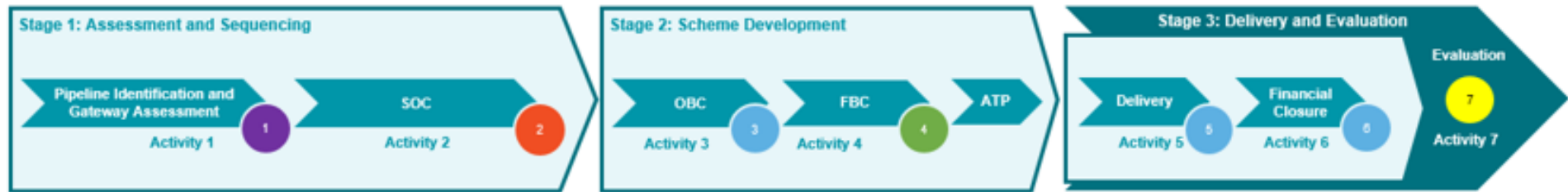
1 Assurance Framework

- 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 and the West Yorkshire Investment Strategy (WYIS).
- 1.2 The Framework's 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 and must be reviewed annually, as stipulated by Government.

Assurance Process

- 1.3 The Assurance Process is set out below:

Assurance Process



KEY: ● Key Decision Point (CA Approval Required) ● Key Decision Point (Committee Approval may be required) ● Decision Point (Committee Approval may be required) ● Decision Point ● Reporting Point

- 1.4 The process is flexible, 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 (activity) 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.
- 1.5 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.
- 1.6 At FBC (Decision Point 4), the Programme Appraisal Team (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).
- 1.7 A Single Stage Business Case, called Business Justification, has been introduced for transport and non-transport projects that are either below £2,000,000, low complexity, low risk and / or not novel or contentious. Although this is a single stage approval (replacing decision point 2 (SOC), decision point 3 (OBC) and decision point 4 (FBC)), the remainder of the assurance process must still be followed.
- 1.8 In line with the 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. At Decision Point 6 a Financial Closure Report is required, this is the period when defects are made good and final accounts are agreed.
- 1.10 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.

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Project Overview

Project Title	TCF Tadcaster Road
Date of Business Justification Submission	1 June 2022
Scheme Location/ Address	Tadcaster Road, York (between Sim Balk Lane and Holgate Road)
Applicant Organisation	York City Council
Type of Organisation	Local Authority
Other Delivery Partners and Roles	AECOM – design and business justification

Main Funding Programme	Transforming Cities Fund
Sub Funding Programme (if applicable)	Not applicable
Project cost stated at Activity 1	£1,420,000
Development cost allocated at Activity 1	£64,000
Project cost now	£1,420,000
Funding Applied from the Combined Authority now	£1,356,000
Other public sector funding amounts and sources	£0
Private sector funding amounts and sources	£0
Percentage split of cost for all funding sources	100% West Yorkshire Combined Authority

Business Case Summary

Scheme Description

The scheme will combine with a Department for Transport funded road maintenance programme which will remove the upper layers of the road surface, refurbish the drainage, and renew the street lighting. When the time comes to replace the road and pavement, this scheme's new cycling, walking and bus improvements will be installed with a new road layout that favours pedestrians, cyclists, and public transport.

The scheme meets national guidance for walking and cycling facilities and will include three new high specification controlled pedestrian crossings, which are accessible to people with disabilities, and cycle lane improvements. This will separate cyclists and buses in a dedicated bus lane. The scheme will also create more pavement space and more space at crossings to accommodate large numbers of people going to and from York College at peak times of the day. Bus journey times will also improve through allocation of dedicated road space.

The scheme is funded by the Transforming Cities Fund.

Strategic Case

The scheme focuses on delivering cycling and walking improvements along a section of the A1039 Tadcaster Road in York.

The scheme will deliver the Strategic Economic Framework aim of delivering well connected transport infrastructure and contributes to the Mayor's pledge to tackle the climate emergency and protect our environment. The scheme supports York's local walking and cycling strategies and regional and national policies.

The scheme also supports the Combined Authority's inclusive growth and equality and diversity policies by providing safer, accessible, and more attractive local travel choices for non-car owners, less affluent people and people accessing York College from Tadcaster Road.

Wider social benefits include benefits for health and wellbeing as the scheme encourages people to be more active, by providing better facilities to travel by bike or on foot to green spaces and work, education, and leisure facilities in the city.

Economic Case

The economic case sets out three options for improvements as well as a do-nothing option and reinstating the road layout as it is now. The options were developed using a cycle infrastructure assessment, which assessed the existing infrastructure against the cycling experience and safety for cyclists along the route and at junctions.

The preferred option has a Benefit Cost Ratio (BCR) of 1.75 over 20 years if a 10% increase in cycling is achieved.

Commercial Case

City of York Council (CYC) has expertise in delivering cycling infrastructure. CYC, has clear and transparent procurement processes including framework agreements with suppliers. Joint tendering of the TCF Tadcaster Road scheme and DfT funded maintenance programme and joint delivery will save time and reduce costs.

Financial Case

The financial case sets out the spending profile for the project and how the £1,420,000 will be spent across three financial years. A proportion of the funding has been allowed for risks and inflation and management of the scheme.

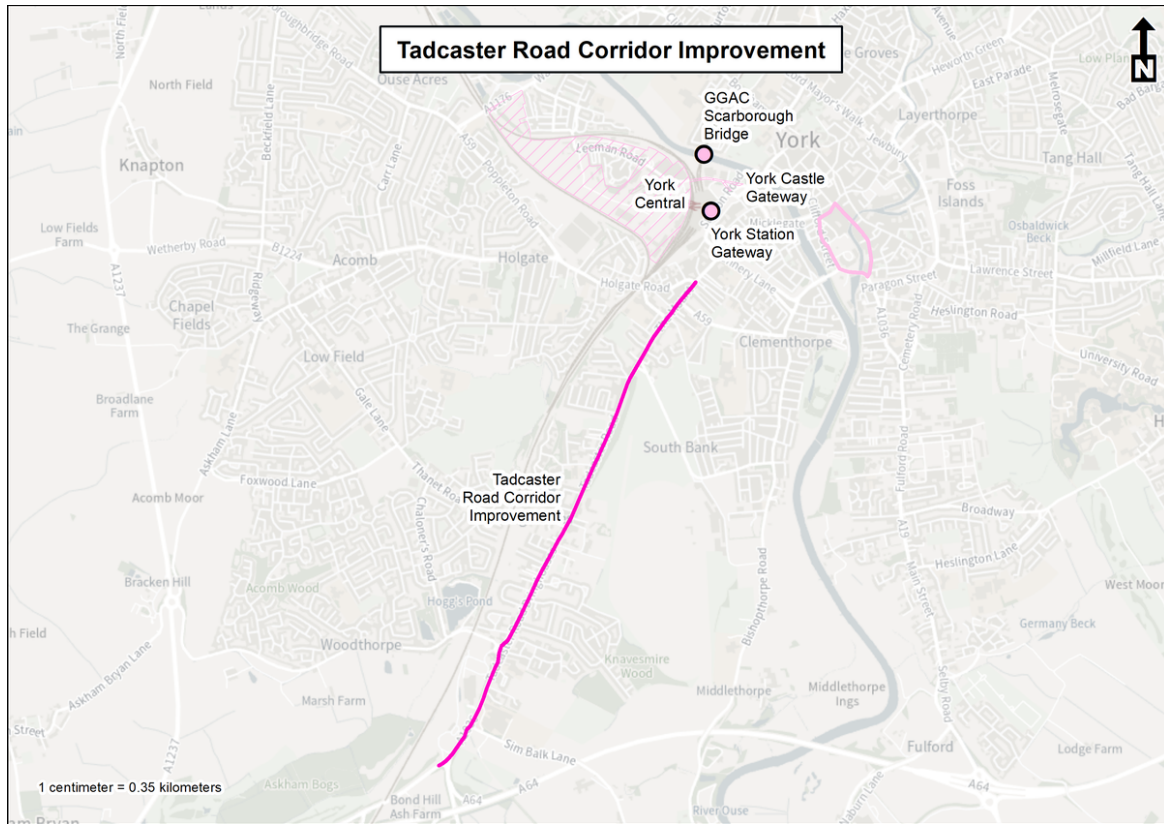
Management Case

There is a clearly defined approach to procurement, contract, management of change, quality, and risk management in place to manage this scheme, which will be delivered together with the Department for Transport funded road maintenance programme. A project management and programme board are in place to oversee delivery.

The management case outlines the approach to benefits realisation, stakeholder engagement, monitoring, and evaluation. A risk register, consultation report and benefits realisation plan have been included.

Location Map

The following map shows the location of the TCF Tadcaster Road 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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Report to: West Yorkshire Combined Authority

Date: 9 September 2022

Subject: **Minutes for Information**

Director: Angela Taylor, Director of Corporate and Commercial Services

Author: Ian Parr, 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, or notes of informal meetings of Members, that have been published on the West Yorkshire Combined Authority's website since the last meeting.

2. Information

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

- Governance and Audit Committee held on 10 March 22.
- Place, Regeneration and Housing Committee held on 07 July 22.
- Finance, Resources and Corporate Committee held on 12 July 22.

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 and notes of the Combined Authority's committees and panels be noted.

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

None.