

WEST YORKSHIRE COMBINED AUTHORITY

**MEETING TO BE HELD AT 9.00 AM ON THURSDAY, 28 SEPTEMBER
2023
IN MEETING ROOM 1 - WELLINGTON HOUSE, 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 Agenda Item 5, Appendices 1, 2.1, 2.2, 2.3, and 3, which officers have identified as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.
 2. To consider whether or not to accept the officers' recommendation in respect of the above information as set out Agenda Item 5, Appendices 1, 2.1, 2.2, 2.3, and 3,.
 3. If the recommendation is accepted, to formally pass the following resolution:-

RESOLVED – That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Agenda Item 5, Appendices 1, 2.1, 2.2, 2.3, and 3, 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 7 SEPTEMBER 2023**

(Pages 1 - 10)

For Decision

5. BUS REFORM

(Lead Member: Cllr S Hinchcliffe, Director: Simon Warburton)

(Pages 11 - 1084)

6. GOVERNANCE ARRANGEMENTS

(Lead Member: The Mayor, Director: Ben Still)

(Pages 1085 - 1088)

For Information

7. MINUTES FOR INFORMATION

(Pages 1089 - 1090)

Signed:

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

**Chief Executive
West Yorkshire Combined Authority**



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 7 SEPTEMBER 2023 AT COMMITTEE ROOM 1,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor James Lewis	Leeds City Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Alan Lamb	Leeds City Council
Councillor Sue Holdsworth	Calderdale Council
Councillor Claire Douglas	City of York Council
Councillor Cathy Scott (Substitute)	Kirklees Council
Councillor Matthew Morley (Substitute)	Wakefield Council

In attendance:

Councillor Silvia Dacre	Calderdale Council
Nicky Chance-Thompson	LEP
Ben Still	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Simon Warburton	West Yorkshire Combined Authority
Luke Albanese	West Yorkshire Combined Authority
Mick Bunting	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Dave Haskins	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Felix Kumi-Ampofo	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Heather Waddington	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Ian Parr	West Yorkshire Combined Authority

31. Apologies for Absence

Apologies were received from Cllr Jeffery, Cllr Scullion and Cllr Swift.

A round of introductions were made for the benefit of those in attendance.

The Mayor expressed gratitude to the leaders, councillors and officers across West Yorkshire who were dealing with the challenges of addressing the safety of school buildings, alongside the existing financial challenges faced by councils across the country.

32. Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

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

The Mayor noted that appendix 2 to agenda item 9, and agenda item 10, had been identified by officers as exempt from the press and public.

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 to Agenda Item 9, and Agenda item 10, 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.

34. Minutes of the Meeting of the Combined Authority held on 27 July 2023

Members noted an error within minute 28, which referred to a government ban on the sale of new electric vehicles from 2030. The Mayor clarified the error, and explained the ban was for the sale of new petrol and diesel vehicles after 2030.

Resolved: That subject to amendment, the minutes of the meeting of the West Yorkshire Combined Authority held on 27 July 2023 be approved and signed by the Chair.

**35. Project Approvals
Investment Priority 3: Creating Great Places and Accelerated Infrastructure**

The Combined Authority considered three schemes recommended for progression through the assurance process. The schemes would contribute to the development of new homes in the region and increase the availability of affordable housing.

The Mayor informed members that she had written to Michael Gove, the Secretary of State for Levelling Up, Housing and Communities, to express the need for more flexibility for the region to determine which sites to develop.

Officers provided details of the three recommended schemes: Points Cross Phase 2, Sky Gardens, and Water Lane, which collectively aimed to deliver a total of 864 homes including a mixture of social rent and affordable shared ownership options.

Members queried the demand for apartments in Leeds. Members clarified that the schemes were designed to develop brownfield sites in Leeds city centre, but many other private housing developments

were in progress across Leeds. The Mayor acknowledged the importance of rental properties in providing accessible housing options to enable people to get onto the property ladder.

Members questioned the justification of using public money on schemes where developers could make substantial profits. The Mayor responded that the funding aimed to develop areas which would benefit from regeneration. Officers added that development appraisals were conducted for each scheme to assess viability and challenge developer profit margins.

Resolved:

Brownfield Housing Fund (BHF) Points Cross Phase 2

The Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:

- (i) The Points Cross Phase 2 scheme proceed through decision point 4 (full business case), and work commence on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £3,000,000 be approved. The total scheme value is £63,836,839.
- (iii) The Combined Authority enter into a funding agreement with The Guinness Partnership for expenditure of up to £3,000,000.
- (iv) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This would be subject to the scheme remaining within the tolerances outlined in the report.

Brownfield Housing Fund (BHF) - Sky Gardens

The Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:

- (i) The Sky Gardens BHF scheme proceed through decision point 4 (full business case), and work commence on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £2,850,000 be approved. The total scheme value is £72,510,719.
- (iii) The Combined Authority enter into a funding agreement with CityLife Holdings 6 Limited for expenditure of up to £2,850,000.
- (iv) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This would be subject to the scheme remaining within the tolerances outlined in the report.

Brownfield Housing Fund (BHF) – Water Lane:

The Combined Authority subject to the conditions set by the Programme Appraisal Team, approved that:

- (i) The BHF Water Lane scheme proceed through decision point 4 (full business case), and work commence on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £4,600,000 be approved. The total scheme value is £89,955,633.
- (iii) The Combined Authority enter into a funding agreement with McLaren Living for expenditure of up to £4,600,000.
- (iv) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This would be subject to the scheme remaining within the tolerances outlined in the report.

Investment Priority 5: Future Transport

The Combined Authority considered five schemes recommended for progression through the assurance process:

- City Region Sustainable Transport (CRSTS) Capacity Funding scheme - a government grant of £830 million over five years, and a further £21.3 million to develop a pipeline of projects.
- Network Management and Enhancement scheme - which focused on the replacement and enhancement of ageing traffic signals, infrastructure, and equipment.
- Bus Cycle Priority Corridors - Woodhouse Lane Gateway scheme, which would enhance bus priority routes and promote active travel along a 1.1km stretch of Woodhouse lane by re-routing traffic, widening footpaths, and delivering new pedestrian crossings.
- A6110 Leeds Outer Ring Road scheme – the scheme would be delivered over two phases and would address junction signals, a bus bypass, and a new cycle route along Elland Road South.
- A58 Beckett Street scheme - the scheme would deliver improvements to bus lanes, traffic signals, cycle routes, pedestrian crossings, and footpaths. The Mayor asked whether data from the bus safety app would inform the delivery of the scheme and officers agreed to take the suggestion into consideration.

On Bus Cycle Priority Corridors, members raised concerns about the impact on drivers, given the route was among the busiest in and out of Leeds. The Mayor responded that diversion plans would be in place during the works, and officers added that more permanent traffic redirection would be in place following completion of the scheme.

Resolved:

Transport Committee delegation

- (i) That the Combined Authority delegates authority to the Transport Committee at its meeting on 19 September 2023 to approve the Leeds Healthier Streets Spaces and Communities and the LUF2 A639 Park Road schemes in accordance with the Assurance Framework.

CRSTS Capacity Fund

The Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:

(i) The CRSTS Capacity Fund scheme proceed through decision point 2 to 4 (business justification) and work continue on activity 5 (delivery).

(ii) Approval to £15,586,589 be given, including initial allocations for partner councils as detailed below, bringing the total approval to £21,343,000:

- Bradford Council £888,099
- Calderdale Council £1,043,253
- Kirklees Council £700,559 3
- Leeds City Council £1,350,000
- Wakefield Council £161,854
- Combined Authority and for further allocation £11,442,824

(iii) The Combined Authority enter into a funding agreement with each of the councils for expenditure as detailed in ii) above.

(iv) Changes to ii) and iii) above be delegated to the SRO for the scheme.

(v) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This would be subject to the scheme remaining within the tolerances outlined in this report.

Network Management Renewals and Enhancements

The Combined Authority approved that:

(i) The CRSTS Network Management and Enhancement programme proceed through decision point 2 (strategic outline case) and decision point 4 (full business case) and delivery continue for the second, third and fourth quarter of the 2023/24 (year 2) and work commence on the Approval to Proceed for year 3 of the programme.

(ii) Approval be given to an additional £3,966,250 of development and delivery costs for the second, third and fourth quarters of the 2023/24 financial year (year 2), to be allocated to each partner council up to the amounts shown below. This brings the total programme approval for years 1 and 2 to £9,260,000.

- Bradford Council £625,000
- Calderdale Council £300,000
- Kirklees Council £518,750
- Leeds City Council £1,997,500
- Wakefield Council £525,000

(iii) The Combined Authority enter into addendums to the existing funding agreements with partner councils for expenditure of up to the amounts shown below:

- Bradford Council £2,100,000

- Calderdale Council £580,000
- Kirklees Council £1,525,000
- Leeds City Council £3,655,000
- Wakefield Council £1,400,000

The Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved 4 that:

(i) The CRSTS Network Management and Enhancement Programme for the financial year 2024/25 (year 3) proceed through decision point 2 (strategic outline case) and decision point 4 (full business case) and delivery continue to the end of the 2024/25 financial year.

(ii) Approval be given to an additional £5,697,500 of development and delivery costs for the 2024/25 financial year (year 3), to be allocated to partner councils up to the amounts shown below. This brings the total programme approval for years one, two and three to £14,957,500.

- Bradford Council £1,550,000
- Calderdale Council £357,000
- Kirklees Council £755,000
- Leeds City Council £2,325,000
- Wakefield Council £710,000

(iii) The Combined Authority enter into addendums to the existing funding agreements with partner councils for expenditure up to the amounts shown below:

- Bradford Council £3,650,000
- Calderdale Council £937,500 • Kirklees Council £2,280,000
- Leeds City Council £5,980,000
- Wakefield Council £2,110,000

(iv) Future approvals be made in accordance with the assurance pathway, approval route, and tolerances outlined in the submitted report. Where required, any future committee level approvals be delegated to the Transport Committee.

Bus Cycle Priority Corridors (BCPC) – Woodhouse Lane Gateway:

(i) The Bus Cycle Priority Corridors (BCPC) – Woodhouse Lane Gateway scheme proceed through decision point 2 (strategic outline case) and work commence on activity 3 (outline business case).

(ii) An indicative approval to the Combined Authority's contribution of £20,500,000 be given. The total scheme value is £20,500,000.

(iii) Approval of £300,000 development costs be given, in order to progress the scheme to decision point 3 (outline business case), taking the total scheme approval to £400,000.

(iv) The Combined Authority enter into an 5 addendum to the existing funding agreement with Leeds City Council for expenditure of up to £400,000.

(v) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests are delegated to the Transport Committee. This would be subject to the scheme remaining within the tolerances outlined in the report.

A6110 Leeds Outer Ring Road

The Combined Authority approved that:

(i) The A6110 Leeds Outer Ring Road scheme proceed through decision point 3 (outline business case) and work commence on activity 4 (full business case).

(ii) Indicative approval to the Combined Authority's contribution of £7,000,000 be given. The total scheme value is £14,212,000.

(iii) Approval be given of £879,000 development costs, in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £1,700,000.

(iv) The Combined Authority enter into an addendum to the existing funding agreement with Leeds City Council for expenditure of up to £1,700,000.

(v) Future approvals be made in accordance with the assurance pathway and approval route and tolerances outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

A58 Beckett Street:

(i) The change request to revise the scope of the scheme, to change the total scheme costs to £16,420,000 (an increase of £2,477,000), for additional development costs of £1,500,000 to progress the scheme to full business case and to extend the scheme's delivery timeframe to July 2026 be approved.

(ii) Indicative approval to the Combined Authority's contribution of £16,420,000 be given. The total scheme value is £16,420,000.

(iii) Approval of £1,500,000 development costs be given, in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £2,920,000.

(iv) The Combined Authority enter into an addendum to an existing funding agreement with Leeds City Council for expenditure of up to £2,920,000.

(v) Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

36. Strengthening Private Sector Engagement

Members considered a report to update members on the local plans to strengthen private sector engagement and partnerships as a result of national policy changes towards LEPs.

Members sought clarification on the selection process and the rationale for selecting representative organisations such as the Federation of Small Businesses (FSB). The Mayor advised that the selection process was based on expertise across various sectors, and officers added that there had previously been arrangements for representation from the FSB with more being done to increase business group representation under the new arrangements. Officers advised that appointments were made based on the experience and career of an individual over a three-year term of office.

Members suggested representation from Bradford City of Culture 2025. The Mayor acknowledged the contribution of Leeds 2023 to the region's cultural landscape and emphasised the significant job growth in the creative sector in West Yorkshire as a result, and added that the Culture, Heritage and Sport Committee was the appropriate forum to discuss and promote cultural initiatives.

Members highlighted the need for engagement with the voluntary and community sector and added that coordination would be needed to ensure that work was not unnecessarily duplicated.

Resolved:

- (i) The latest Government position on Local Enterprise Partnerships (LEPs) be noted.
- (ii) The steps being taken to facilitate the transition of LEP functions into the Combined Authority and to strengthen the relationship with the private and third sectors be noted.

37. Combined Authority Brand Review

Members considered a report to request formal approval of the revised logo for the West Yorkshire Combined Authority and Mayor of West Yorkshire, and to commence using it from October 2023.

Resolved: That the revised Combined Authority and Mayoral logo and its use from October 2023 be approved.

38. Corporate Change

Members considered a report to provide an update on corporate change activities that have progressed since the previous meeting, including the appointment of Sarah Eaton as the new Strategy, Communications and Intelligence Director, and changes to the role and accountabilities of the role profile of Deputy Director, Legal, Governance and Compliance which includes Monitoring Officer responsibilities.

Resolved:

(i) That the appointment of Sarah Eaton to the role of Strategy, Communications and Intelligence Director, made by the Chief Executive under delegations previously provided be noted.

(ii) That the appointment to the role of Deputy Director Legal, Governance and Compliance, and that the previous designation of Monitoring Officer remains be noted.

39. UK Shared Prosperity Fund

Members considered a report providing an update on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply and the new Rural England Prosperity Fund.

The Mayor commended officers for their efforts and expressed gratitude to the businesses that had engaged with the Fund, emphasising its importance in delivering on exports, training, skills, and rural development.

Members highlighted the distinction of UKSPF from previous EU Structural Funds and the reduction in both the amount of funding received and the comparatively lower value due to inflation. The Mayor acknowledged the challenges and noted there was potential for greater impact with further devolution.

Members requested to be kept informed of forthcoming Rural Fund workshops to promote the available support more widely.

Resolved:

(i) That the progress made on implementing the West Yorkshire UKSPF Local Investment Plans be noted.

(ii) That the recommendations made by the West Yorkshire UKSPF Local Partnership Group on its 31st July 2023 meeting be noted and approved, which were:

- the endorsement of the list of selected projects.
- that remaining funds be held back and pooled with any other uncommitted funds from Pillar 3 and a decision be sought from the Finance, Resources and Corporate Committee under the existing delegation to where any remaining funds should be allocated.

(iii) The recommended list of projects in Exempt Appendix 2 be approved, totalling £11,416,315 of 7 UKSPF (within a 10% tolerance where subject to final contracting figures may vary slightly), in response to the Pillar 2 Supporting Local Business Invitation to Bid to allow Grant Funding Agreements to be issued and delivery to begin.

40. Property Matter

The meeting entered into a private session to allow members to discuss the contents of the exempt report.

Cllr Silvia Dacre and Nicky Chance-Thompson left the room for the duration of the discussion.

Resolved: Members agreed the recommendation as contained in the exempt report.

41. 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: 28 September 2023

Subject: **Bus Reform**

Director: Simon Warburton, Executive Director, Transport

Author: Alexander Clarke, Head of Bus Reform

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	Paragraph 3
Are there implications for equality and diversity?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1. Purpose of this Report

- 1.1. The purpose of this paper is for the Combined Authority to note:
- final approval of the Bus Reform Assessment, as provided to the independent auditor
 - the provision of the external Audit Report by the auditor.
- 1.2. Further, the Combined Authority will consider and decide whether to:
- proceed with the proposed bus franchising scheme, by taking the following next steps in the statutory process by:
 - giving notice of the proposed bus franchising scheme, and to make copies of the proposed bus franchising scheme, consultation document, Bus Reform Assessment and Audit Report available for inspection.
 - consulting with all statutory consultees as listed under section 123E(4) of the Transport Act 2000, as well as the general public.

2. Information

Background context

- 2.1. Buses are the most widely used form of public transport in West Yorkshire and therefore provide a vital public service which is integral to the West Yorkshire Combined Authority's economic, social and environmental ambitions for the region. However, the current commercially led system faces many challenges, including variable customer satisfaction levels, declining patronage (over the long-term and

accelerated by the impacts of the Covid 19 pandemic) and a financial system increasingly dependent on public funding support to maintain current service levels.

- 2.2. The Combined Authority has worked with operators via the West Yorkshire Bus Alliance to address these challenges and deliver improvements for passengers, however it recognises changes need to go further and faster. In response to the Government's National Bus Strategy for England, the Authority set out its vision for a better bus system in its [Bus Service Improvement Plan](#) (BSIP), published in 2021. In line with line with Mayor Brabin's pledge to 'Bring buses back under public control, introduce simpler fares, contactless ticketing and greener buses', the BSIP was focussed on the outcomes for passengers and acknowledged the Authority would explore different models for delivery – including Franchising and an Enhanced Partnership (which was established in April 2022). Any new model of delivery should explore ideas for innovation in the delivery of local bus services, and how these could be harnessed for wider economic and social benefits of West Yorkshire.
- 2.3. A Notice of Intent to conduct an assessment of a Franchising scheme was issued by the Combined Authority in June 2021 in accordance with 123C of the Transport Services Act 2000, as amended by the Bus Services Act 2017 (the 'Act'), which sets out the statutory process authorities must follow. Furthermore, an internal Bus Reform programme was established to manage this process following indicative approval of an £7m budget by the Finance, Resources and Corporate Committee in [January 2022](#). The programme has since been completing an assessment in line with 123B of the Act.
- 2.4. In March 2023, the Combined Authority [approved securing](#) the conditional availability and preliminary briefing of a suitably qualified independent audit organisation ("Auditor") so that after having prepared the assessment and should the Combined Authority wish to proceed, the Auditor may then be instructed to prepare a report in accordance with section 123D of the Act.
- 2.5. In May 2023, following a [report](#) and the provision of a draft version of the Assessment, the Combined Authority noted the Assessment's draft conclusions and recommendation including that:
 - According to the assessment across all options including the reference case, the public sector will be increasingly relied on to support the bus sector over time – Franchising is identified as providing the greatest levels of control and direct influence to manage these risks.
 - The assessment concludes 'that Franchising is the preferred option for the Combined Authority to progress with subject to both the audit and the outcome of the statutory consultation, which will inform a report and recommendation to the Mayor'.
- 2.6. The Combined Authority also indicatively approved the Assessment for audit and delegated finalisation of the Assessment to the Chief Executive.

Updates and finalisation of the assessment

- 2.7. Since indicative approval of the Assessment in May, updates have been made, arising directly from:

- Ongoing discussions with local bus operators about what could be achieved under EP+
- Clarifications provided by the Auditor on review of the draft assessment.

2.8. The following sections summarise the activity that has taken place.

Operator discussions on EP+

- 2.9. As part of the development of the Assessment, the Combined Authority has engaged with operators to understand what else would be achievable under the Enhanced Partnership (EP) governance model, above and beyond what has already been agreed as part of the existing Plan and Schemes.
- 2.10. To this end, an 'Enhanced Partnership Plus' (EP+) has been included as an option with this assessment, as an alternative to the existing Enhanced Partnership (reference case) and Franchising.
- 2.11. In August, the Combined Authority received a final EP+ proposal from West Yorkshire bus operators, alongside Letters of Support. This is included as exempt appendix 3 to this report.
- 2.12. The Combined Authority has therefore updated the Assessment to incorporate commitments and aspirations set out by operators within their proposal, subject to the bounds of the methodology used within the Assessment including for the financial and economic modelling.
- 2.13. The Assessment makes clear that the EP+ offers significant improvements and advantages beyond the existing EP. However it also acknowledges that delivering it remains subject to further and ongoing operator agreement and establishment of delivery mechanisms. Furthermore, the EP+ as modelled does not negate against the increasing public sector funding needed to support the sector over time, a challenge which applies to all reform options.

Clarifications from the Auditor

- 2.14. Furthermore, following provision of the draft assessment to the auditors (Grant Thorntons) in July, a range of clarification questions were raised, some of which informed further updates to the assessment.
- 2.15. These updates have been documented in the audit process, and have been further reviewed by the auditors in production of their Audit Report. The full outcome of the Audit is explained more below.

Final conclusions of the Assessment

- 2.16. Following the updates to the Assessment summarised above, the Assessment has been finalised in line with previous delegations and has been provided to Combined Authority members as an exempt appendix to this report.
- 2.17. The Assessment's conclusion remains the same that Franchising is the preferred option for the Combined Authority to progress with subject to the outcome of the statutory consultation, which will inform a report and recommendation to the Mayor.

Outcome of the Audit of the Assessment

- 2.18. As outlined in para 2.4 the Combined Authority has engaged with an Independent Auditor, Grant Thornton, who have been instructed to prepare a report in accordance with section 123D of the Act.
- 2.19. To be in compliance with the Act, it is required that they provide a statement on whether in the opinion of the Auditor:
- the information relied on by the Authority in considering the matters referred to in section 123B(3)(d) or (e) of the Act is of sufficient quality;
 - the analysis of that information in the Assessment is of sufficient quality; and
 - the Authority had due regard to guidance issued under section 123B in preparing the Assessment.
- 2.20. An Auditor's Report on the Assessment has therefore been produced by Grant Thornton, in accordance with Section 123D of the Act. This is included as exempt Appendix 2.1 to this report.
- 2.21. The report concludes that, in Grant Thornton's opinion, in all material respects:
- the information relied on by WYCA in considering the matters referred to in section 123B(3)(d) of the Act (the affordability of the scheme) or section 123B(3)(e) of the Act (the value for money of the proposed scheme) is of sufficient quality
 - the analysis of that information in the Assessment is of sufficient quality
 - WYCA had due regard to the Guidance issued under section 123B of the Act in preparing the Assessment.
- 2.22. In addition to the auditors unqualified opinion, they have also provided the Combined Authority with a number of observations that are set out in exempt Appendix 2.2. We have reviewed the observations and the impact on the assessment and the response of the Combined Authority to those is set out in exempt Appendix 2.3. Whilst the observations are welcomed and recognised, the Combined Authority is satisfied that those observations, individually or together, do not contain any grounds to not proceed to consultation.

Consultation proposal

- 2.23. Section 123E of the sets out that after obtaining an auditor's report, should the Combined Authority wish to proceed with the proposed Franchising scheme, it must:
- a) publish a consultation document relating to the proposed scheme (see section 123F),
 - b) publish the assessment of the proposed scheme,
 - c) publish the auditor's report on that assessment, and
 - d) give notice of the proposed scheme in such manner as the authority or authorities consider appropriate for bringing it to the attention of persons in the area to which it relates.
- 2.24. In order to prepare for a possible consultation, work has been undertaken by the Combined Authority to develop the required materials and approach that could be taken. These materials would include the final assessment of the scheme (provided as an exempt appendix to this report), presenting the EP+ and Franchising options for Bus Reform. Should the Combined Authority decide to proceed with the above, it is

proposed to launch the Consultation on Tuesday 10th October 2023. This would run for 13 weeks up until to Tuesday 9th January 2024.

- 2.25. The Combined Authority has identified a number of organisations it must consult with in line with section 123E(4) of the Act. These are:
- All local bus operators
 - Regional district councils (Bradford, Calderdale, Kirklees, Leeds, Wakefield)
 - Neighbouring transport authorities (North Yorkshire, TfGM, East Riding, Lancashire, South Yorkshire).
 - Yorkshire Dales and Peak District Park Authorities.
 - Trade Unions (RMT, Unite, Unison).
 - The Traffic Commissioner
 - The Chief of Police for West Yorkshire
 - The Competition and Markets Authority
 - Transport Focus
 - Bus Users UK
 - Local bus users groups – including Action for Yorkshire Transport, Better Buses for West Yorkshire, Campaign for Better Transport, Friends of Dales Bus.
 - West and North Yorkshire Chamber of Commerce
- 2.26. Furthermore, it is proposed that the Combined Authority would seek to consult widely with the general public, including regular, infrequent and non-bus users. It would do this via:
- Consultation brochure, with corresponding long and short surveys
 - 24 bus station 'drop in' information events at locations region-wide.
 - 10 'drop in' information events at non-transport locations.
 - 5 public information events
 - 10 drop in events for seldom heard groups
 - 5 qualitative focus groups
 - 5 town hall Q&A briefing sessions.
 - Over 5 focus groups with community and interest groups.
 - PR, media and digital promotional campaigns.
- 2.27. The Combined Authority would seek to ensure the Consultation is inclusive and engages a diverse range of West Yorkshire residents.
- 2.28. Should the Combined Authority wish to proceed to consultation, the Combined Authority is asked to delegate finalisation of the Consultation brochure and other material, ready for publication at consultation launch, to the Executive Director for Transport, in consultation with the Mayor and the Chair of the Transport Committee.

Next steps on the Assessment

- 2.29. Subject to a decision by the Combined Authority to proceed, following consultation, responses would be analysed and a report prepared which, in accordance with section 123G of the Act, must set the authority's:
- response to the consultation
 - decision on whether to make a franchising scheme covering the whole or any part of their area or combined area.

- 2.30. As a Mayoral Combined Authority, the power to make a final decision on whether to make a franchising schemes sits with the Mayor of West Yorkshire. This decision is currently programmed for March 2024.

3. Tackling the Climate Emergency Implications

A key aim of bus reform is to support decarbonisation of the local bus network and provide improved sustainable travel options for the region, to support West Yorkshire's response to the Climate Emergency.

4. Inclusive Growth Implications

A key aim of bus reform is to ensure the local bus network better supports the Combined Authority's inclusive growth ambitions, including by ensuring better bus connectivity in areas of economic deprivation to major employment sites.

5. Equality and Diversity Implications

- 5.1. A key aim of bus reform is to enable the local bus system to better support Equality, Diversity and Inclusion across the region, including that it is safe and accessible for all and adapted to suit individual different needs.
- 5.2. An Equality Impact Assessment (EqIA) has been undertaken on the Bus Franchising Needs Assessment scheme as part of business case development. This will be kept under review as the assessment work is further developed. The current draft of the Equality Impact Assessment is included as appendix 4 to this report.

6. Financial Implications

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

7. Legal Implications

There are no legal implications directly arising from this report. External legal support has been procured to assist in the preparation of the assessment for bus franchising and will continue to input to the development of the programme.

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. This paper recommends that the Combined Authority notes:
 - I. final approval of the Bus Reform Assessment which was then provided to the independent auditor for a report to obtained of the Bus Reform Assessment,
 - II. the provision of the external Audit Report, and determination to proceed with the proposed bus franchising scheme,

- 10.2. This paper recommends that the Combined Authority determines, in accordance with the Act:
- III. to give notice of the proposed bus franchising scheme, and to make copies of the proposed bus franchising scheme, consultation document, Bus Reform Assessment and Audit Report available for inspection.
 - IV. to consult all statutory consultees as listed in section 123E(4) of the Act, and set out in this report, as well as the general public more broadly.
- 10.3. This paper recommends that the Combined Authority approves:
- V. for publication the Bus Reform Assessment, the Audit Report and a consultation document relating to the bus franchising scheme (with finalisation of this delegated to the Executive Director of Transport).

11. **Background Documents**

DfT franchising scheme guidance
The West Yorkshire Bus Service Improvement Plan

12. **Appendices**

Appendix 1 - The Bus Reform Assessment (EXEMPT)
Appendix 2.1 – Report of the Independent Auditor (EXEMPT)
Appendix 2.2 – Observations of the Independent Auditor (EXEMPT)
Appendix 2.3 – Combined Authority response to the Observations of the Independent Auditor (EXEMPT)
Appendix 3 - EP+ proposals and letters of commitment from operators (EXEMPT)
Appendix 4 – Equality Impact Assessment

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

EqlA Stage 2 Guidance & Template

Having established in the Stage 1 analysis that your scheme is relevant to equality, diversity and inclusion issues, Stage 2 of the EqlA allows you to undertake a more in-depth analysis of the impact on those with Protected Characteristics. Where these impacts are negative, it allows the opportunity to amend the scheme to mitigate these. Where the impact is positive, it allows you to identify the most pro-active ways to further our duties.

Points to consider
What relevant equality information do I have available and where can I get this from?
Who can support me/am I relying on to gather data?
Does my data display a blend of quantitative and qualitative evidence?
Can I use data from national and/or local research reports, the Census, ward profiles, customer profile or feedback data, complaints, recommendations from inspections/audits etc?
What previous data collection/research/engagement exercises can I draw on?
Have I gathered as thorough a body of relevant evidence as possible?
Do I have any gaps in my data and what can I do to fill these?
Will a desk-top research exercise fill the gaps?
Will a focused engagement process fill the gaps?

Reminder:

If you have gaps in your information that can't be easily filled, consider what longer term measures you will take to fill these gaps. Ensure that actions to achieve this are referenced in the EqlA action plan.

Analysing the equality information

- Using the evidence that you have gathered, you should now be able to interrogate it to answer the question, “If I take action X, what will the actual or potential outcomes of this activity be on equality?”
- It is important that your EqIA specifically identifies disproportionate impacts on equality; an impact that affects all customers in the same way, regardless of whether they have a protected characteristic or not, would not be a disproportionate impact. The test is, “**Does this scheme affect different groups of people differently?**”
- Where your EqIA identifies a disproportionate impact, it will be important for you to state the nature of this impact and identify any actions to be taken in response; this might mean adjusting some aspects of the scheme or could involve signposting to other services.

Following your analysis, your EqIA will be able to identify
Which characteristics will be impacted and how, including an analysis of cumulative/cross-characteristic impacts where applicable,
Which aims of the equality duty relate to your scheme and how they are affected
How any disproportionate impacts can be mitigated as required

Documenting your conclusions
The conclusions of your analysis should be recorded on the EqIA. Be aware that this document will be published and so it should:
Provide the context and detail of your scheme clearly, in a way that a member of the public can relate to
Demonstrate your point clearly, evidencing how the data was analysed and what it told you
Where actions have arisen from your EqIA, ensure that these are recorded on the EqIA Action Plan, or that you indicate which other action plan if elsewhere.

Monitor and evaluate

It is important to monitor the impacts that your EqlA has highlighted and to evaluate whether the actions in your EqlA Action Plan have been implemented and are effective. Where actions have not been effective, they should be revisited and revised accordingly.

It is recommended that your EqlA review takes place 12 months after the scheme that was originally being assessed has become implemented. Your EqlA Action Plan should timetable this review in.

Stage 2 – Equality Impact Assessment

Project/Policy Name:		Date: 20.09.2023
Bus Reform Assessment		
Officer responsible:	Adam Clarke, Policy Assistant	Department: Bus Policy
Date Stage 1 completed:	05.04.2022	Date Stage 2 commenced: 27.07.2023
Head of Service:	Alex Clarke	Directorate: Transport Policy and Delivery

1042

1. About your scheme

<p>Briefly describe the key delivery objectives of the scheme being assessed.</p>	<p>The National Bus Strategy required all Local Transport Authorities in England (LTAs) to establish an Enhanced Partnership (EP) or franchising scheme in their areas to receive long-term government funding to improve their bus networks.</p> <p>The Combined Authority undertook a twin track approach to assessing options for bus reform. Firstly, to guarantee government funding, the Combined Authority agreed and entered an Enhanced Partnership with operators in April 2022.</p> <p>Secondly, the Combined Authority approved a notice of intent to prepare a franchising scheme and the assessment process commenced.</p> <p>Through the Bus Reform Assessment, the Combined Authority undertook an analysis of three methods of administering a bus network to ascertain which would best meet the objectives of bus reform.</p> <p>Bus reform objectives:</p> <ul style="list-style-type: none"> • Improved experience for bus customers, maximising deliverability of the Combined Authority’s Bus Service Improvement Plan by 2030. • The wider journey – objectives that demonstrate the contribution that bus makes towards the Combined Authority’s Transport Strategy 2040 and wider organisational policy structured around economy, environment and social issues in the region. • A value for money and affordable option that ensures a governance model that presents value for money for public spending and an affordable option for the Combined Authority. <p>The options considered were:</p> <p>Enhanced Partnership (EP) – this provided the basis against which the other reform options were compared. It is a statutory partnership between the Combined Authority and bus operators that sets out how they will deliver the BSIP.</p>
---	--

	<p>Enhanced Partnership plus (EP+) – this scheme aims to build on the agreements made in the EP and push more control in the partnership to the Combined Authority, subject to operator agreement.</p> <p>Franchising – this scheme would give the Combined Authority control over the bus network, fares and ticketing, customer service and information, bus priority and the ability to set standards over fleet.</p> <p>A decision to franchise the West Yorkshire bus network in of itself would have a limited immediate impact on how passengers with protected characteristics experience the system.</p> <p>However, recognising that a decision to franchise the bus network would give the Combined Authority control and decision making over the bus network, fares and ticketing, customer service and information, bus priority and the ability to set standards over fleet, the EqIA has identified areas where Combined Authority control could address issues related to protected characteristics. In particular, the EqIA has identified access, safety and air quality as pertinent issues.</p> <p>Should a decision be taken to franchise the bus network, further detailed equality impact assessments will be undertaken to conduct in-depth analysis of the impact of any subsequent changes to the bus network on those with Protected Characteristics.</p> <p>This equality impact assessment uses existing research to understand how protected characteristics can affect someone’s experience of the bus. It identifies the people most likely to rely on the bus and therefore disproportionately be affected by a change in how the bus network is governed.</p> <p>It identifies no negative impacts but highlights how control over decision making could lead to positive outcomes.</p>
<p>What are the desired outcomes from this scheme?</p>	<p>The desired outcomes for franchising are based around the West Yorkshire Bus Service Improvement Plan (BSIP) delivery areas of:</p> <ul style="list-style-type: none"> • A radically enhanced, fully inclusive and more cohesive bus and public transport network – which takes people where they need to go, when they need to go, and caters for the complexity of modern travel patterns. • Clear and simple fares– to make paying for bus travel more affordable, easier, convenient and flexible.

	<ul style="list-style-type: none"> • Improved, more inclusive customer service and support – so all passengers have the right 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.
--	---

1045

2. About the people and communities who use the scheme

Do you currently have existing data, completed consultations and engagements about the scheme in relation to each protected characteristic?			
	<p>If Yes, what information has been analysed to inform the content of this EqIA?</p> <p>Please include details of any data compiled by the service, any research that has been undertaken,</p>	<p>If No, please explain why this is the case and / or note how you will prioritise gathering this equality data – who will you consult with and how?</p>	<p>How did you/are you planning to consult them?</p> <p>Date and method of planned consultation</p>

	any engagement that was carried out etc.		
Age	<p><u>Older age groups (based on national data):</u></p> <ul style="list-style-type: none"> • Research by Age UK shows us that: <ul style="list-style-type: none"> - the most frequent reasons for not using public transport among those aged 65 and over are that it is not convenient and does not go where you want. - Older people in rural areas don't have sufficient access to public transport. Just 20% of those aged 70-74 living in rural areas use public transport weekly, compared to 38% of those who live in an urban setting. - 18% of those over 65 living in rural areas don't use public transport because none is available, compared to 2% of those living in urban areas. - 32% of those 65 and over never use public transport, whilst another 27% use it once a month or less. The proportion of older people who regularly use public transport is highest amongst 		<p>The Combined Authority will launch a public consultation of the proposals to reform the West Yorkshire bus network, should it decide to proceed to that stage in the process set out by legislation.</p> <p>The consultation approach will aim for engagement with a proportional representation of protected groups.</p>

	<p>the 70-74 age group, before declining with age.</p> <ul style="list-style-type: none"> - The proportion of men aged 50-59 who use public transport steadily increased, from 15% in 2006 to 20% in 2012. - Approximately 35,000 people aged 65-84 in England are restricted to using public transport and have difficulty walking even a short distance, yet more than half (approximately 20,500 people) do not use public transport. Among the over 85s, even more people - 50,000 - are restricted to using public transport and have difficulty walking a short distance and even more, 80% (approximately 40,000 people), do not use it. This indicates that current public transport provision is not meeting the needs of those who need it most. • The Centre for Ageing Better published research that explains how travel options become more limited with age with an increased reliance on often limited public or community transport provision. Equity in access to transport options 		
--	--	--	--

	<p>across rural and urban areas also needs to be considered.</p> <ul style="list-style-type: none"> • In 2020 there were 74,000 seniors making daily bus journeys in West Yorkshire, 16% of the total daily passengers. <p><u>Younger age groups (based on national data):</u></p> <p>Research from Urban Transport Group has shown that women, those without access to a car, young people and people with lower skill levels are particularly dependent on bus services.</p> <ul style="list-style-type: none"> - Young people are among the biggest users of bus services. - Bus use declines after the age of around 20 but increases again as people enter their 60s. <ul style="list-style-type: none"> • Government annual bus usage statistics display that the total concessionary journeys (elderly or disabled, and youth concessions) in the financial year ending 2022 made up 32.7% (928 million passenger journeys) of all local bus passenger journeys in England. 		
--	---	--	--

	<ul style="list-style-type: none"> • Further government research indicates that young people, particularly those under the age of 16, are less likely to have alternative modes of transport e.g. private car to travel. • In 2020 34,000 (7% of total) under 26/students and 101,000 (22%) of total, daily bus passengers in West Yorkshire (Bus operator ticket data, March 2020 <i>as found in Bus Reform Compelling case for change document</i>). <p><u>West Yorkshire Public perceptions of transport survey results 2022/23:</u></p> <ul style="list-style-type: none"> • 15% of 16 - 34 year olds recorded themselves as being dissatisfied with bus frequencies, compared to 34% who recorded themselves as satisfied. • 20% of 35 - 64 year olds recorded themselves as being dissatisfied with bus frequencies, compared to 34% who recorded themselves as satisfied. • 21% of 16 – 34 year olds recorded themselves as being dissatisfied with bus punctuality, 		
--	---	--	--

1050

	<p>compared to 28% who recorded themselves as satisfied.</p> <ul style="list-style-type: none"> • 20% of 35 – 64 year olds recorded themselves as being dissatisfied with bus punctuality, compared to 34% who recorded themselves as satisfied. • 17% of those aged 65+ recorded themselves as being dissatisfied with bus punctuality, compared to 45% who recorded themselves as satisfied. • 2.8% of those aged 16 to 34 recorded themselves as being dissatisfied with ease of purchasing bus tickets, compared to 63% who recorded themselves as satisfied. • 1% of people aged 35 – 64 recorded themselves as being dissatisfied with ease of purchasing bus tickets, compared to 80% who recorded themselves as satisfied. • Less than 1% of people aged 65+ recorded themselves as being dissatisfied with ease of purchasing bus tickets, compared to 45% who recorded themselves as satisfied. • 12.72% of 16 – 34 year olds recorded themselves as dissatisfied with bus ticket prices, compared to 36% who 		
--	---	--	--

	<p>recorded themselves as satisfied.</p> <ul style="list-style-type: none"> • 21.94% of 35 – 64 year olds recorded themselves as dissatisfied with bus ticket prices, compared to 54% who recorded themselves as satisfied. • 9% of people aged 65+ recorded themselves as dissatisfied with bus ticket prices, compared to 50% who recorded themselves as satisfied. • Those aged 65+ were identified as a group that felt unsafe when travelling by bus after dark. 		
Disability	<p><u>Centre for Ageing Better – Ageing and mobility: A grand challenge:</u></p> <ul style="list-style-type: none"> • People with a mobility disability might find it difficult to walk to the bus stop, while visual decline will stop some people from being able to drive anymore, highlighting the importance of access to bus stops and the potential of increased reliance on the bus network. 		

	<p><u>Urban Transport Group – The cross-sector benefits of backing the bus:</u></p> <ul style="list-style-type: none"> • The bus is the most commonly used form of public transport among disabled people. • Disabled people are less likely to have access to a car, and more likely to use bus services than non-disabled people. <p><u>Governments annual bus usage statistics:</u></p> <ul style="list-style-type: none"> • Total concessionary journeys (elderly or disabled, and youth concessions) in the financial year ending 2022 made up 32.7% (928 million passenger journeys) of all local bus passenger journeys in England. • Adults with mobility issues typically use local buses less than those who do not. <p><u>UK government – The Inclusive Transport Strategy: achieving equal access for disabled people:</u></p> <ul style="list-style-type: none"> • This strategy explains the legal requirements of operators and local authorities to provide bus services, including infrastructure, to a standard 		
--	---	--	--

	<p>which makes it accessible to people with a disability.</p> <ul style="list-style-type: none"> • The government’s long-term plan is for all passengers to be able to plan journeys which meet their needs as easily as non-disabled passengers do at present. • Accessibility standards on buses are expected to keep pace with the evolving need of disabled people and the mobility aids they use. • Between January and March 2023, the employment rate of disabled people was 53.7% (this statistic is reflected in the WYCA EqIA toolkit which highlights people with a disability as more likely to be unemployed and more likely to be reliant on public transport to access employment and educational opportunities) significantly lower than the rate for non-disabled people – 82.7%. <p><u>Bus operator ticket data (March 2020):</u></p> <ul style="list-style-type: none"> • 2020 bus operator data informs us that 29,000 disabled/companion passengers accessed the bus, accounting for 6% of the daily passengers in West Yorkshire. 		
--	--	--	--

	<p><u>The Transport Accessibility Gap:</u></p> <ul style="list-style-type: none"> • Disabled adults make 38% fewer trips than those with non-disabled adults, and travel just 46% of the distance travelled by the latter. <p><u>Transport: disability and accessibility statistics, England: 2019 to 2020:</u></p> <ul style="list-style-type: none"> • Disabled adults undertook 26% fewer trips by public transport than those with non-disabled adults. They are more reliant on trips by taxi and trips as car passengers. <p><u>Disabled people's travel behaviour and attitudes to travel:</u></p> <ul style="list-style-type: none"> • In terms of public transport use, disabled people are more likely to use the bus and less likely to use rail. <p><u>West Yorkshire Public perceptions of transport survey results 2022/23:</u></p> <ul style="list-style-type: none"> • 22% of people who disclosed they had a 'little disability' recorded themselves as being dissatisfied with current bus frequencies, compared with 37% who reported being satisfied. 		
--	---	--	--

1055

	<ul style="list-style-type: none"> • 24% of people who disclosed they had 'a lot of disability' recorded themselves as being dissatisfied with current bus frequencies, compared with 30% who reported being satisfied. • 23% of people who disclosed they had 'a little disability' recorded themselves as dissatisfied with current bus punctuality, compared to 32% who recorded themselves as satisfied. • 31% of people who disclosed they had 'a lot of disability' recorded themselves as dissatisfied with current bus punctuality, compared to 29% who recorded themselves as satisfied. • 4% of people who disclosed they had 'a little disability' recorded themselves as dissatisfied with ease of buying a bus ticket, compared to 62% who reported being satisfied. • Less than 1% of people who disclosed they had 'a lot of disability' recorded themselves as dissatisfied with ease of buying a bus ticket, compared to 57% who recorded themselves as satisfied. • 13% of people who disclosed they had 'a little disability' 		
--	--	--	--

	<p>recorded themselves as dissatisfied with price of a bus ticket, compared to 39% who recorded themselves as satisfied.</p> <ul style="list-style-type: none"> 7% of people who disclosed they had 'a lot of disability' recorded themselves as dissatisfied with price of a bus ticket, compared to 47% who recorded themselves as satisfied. <p><u>Mayor's Big Bus Chat:</u></p> <ul style="list-style-type: none"> 11% of people who responded agreed that bus shelters are well designed for disabled people. 70% of people who are limited a lot by a disability disagreed that bus shelters are well designed for disabled people. <p><u>West Yorkshire state of the region report (2022):</u></p> <ul style="list-style-type: none"> Females, people from some ethnic minority groups and disabled people face a greater exposure to access inequality due to a combination of reasons, including higher likelihood of living in a deprived area, lack of access to a car and greater reliance on the bus network. 		
--	--	--	--

Gender reassignment	<p><u>National LGBT Survey Research Report (2018):</u></p> <ul style="list-style-type: none"> • 68.7% of trans women who responded to the survey avoided being open about their gender identity on public transport for fear of a negative reaction from others. • 58.7% of trans men who responded to the survey avoided being open about their gender identity on public transport for fear of a negative reaction from others. • 67.8% on non-binary people who responded to the survey avoided being open about their gender identity on public transport for fear of a negative reaction from others. 	<p>In addition to the following information, post-assessment we will also run a statutory public consultation on franchising to enable us to gather primary data and statistics on public perceptions and attitudes towards bus franchising. EDI is embedded in our public consultations by design, both in terms of how we reach our local population and in terms of the type questions that we ask. As part of our stakeholder engagement we will seek to engage with various local stakeholders that are representatives of protected characteristic groups to ensure that any decision taken on is inclusive of all members of our community.</p>	
Race	<p><u>Women’s Budget Group – Towards gender-inclusive and sustainable transport systems</u></p> <ul style="list-style-type: none"> • The WBG report identified that BAME women are twice as likely as white workers to have 		

	<p>insecure work, largely including low-paid health and social care jobs and are therefore disproportionately affected by transport systems that do not adequately enable care-related journeys, as they are built to optimise long distance radial journeys into city centres during peak hours.</p> <p><u>West Yorkshire Combined Authority EqIA toolkit:</u></p> <ul style="list-style-type: none"> • Females, ethnic minorities and people who are disabled are less likely to be in employment – but may be more reliant on public transport to access employment and educational opportunities. <p><u>English indices of deprivation 2019:</u></p> <p>The most disadvantaged areas in West Yorkshire are clustered around town and city centres and their periphery. A key issue of concern is that a third of residents in the most deprived areas are from an Ethnic Minority group.</p>		
--	---	--	--

	<p><u>West Yorkshire Public perceptions of transport survey results 2022/23:</u></p> <ul style="list-style-type: none"> • 14% of people who categorised as an ethnic minority recorded themselves as dissatisfied with bus frequencies, compared to 39% who recorded themselves as satisfied. • 20% of white British people recorded themselves as dissatisfied with bus frequencies, compared to 35% who recorded themselves as satisfied. • 15% of people who categorised as an ethnic minority recorded themselves as dissatisfied with bus punctuality, compared to 37% who recorded themselves as satisfied. • 21% of white British people recorded themselves as dissatisfied with bus punctuality, compared to 34% who recorded themselves as satisfied. • 3% of people who categorised as an ethnic minority recorded themselves as dissatisfied with ease of buying a bus ticket, compared to 66% who recorded themselves as satisfied. • 1.44% of white British people recorded themselves as 		
--	--	--	--

	<p>dissatisfied with ease of buying a bus ticket, compared to 72% who recorded themselves as satisfied.</p> <ul style="list-style-type: none"> • 10% of people who categorised as an ethnic minority recorded themselves as dissatisfied with price of bus tickets, compared to 37% who recorded themselves as satisfied. • 8% of white British people recorded themselves as dissatisfied with price of bus tickets, compared to 51% who recorded themselves as satisfied. <p><u>Car or van ownership, Gov.uk statistics:</u></p> <ul style="list-style-type: none"> • In most ethnic minority groups, a higher proportion of adults live in households without access to a car or a van than is the case for the white group. For example, only 17% of white adults live in a household without access to a car or van, increasing to 22% for Asian / Asian British and 39% for Black / African / Caribbean / Black British groups. <p><u>Travel by distance, trips, type of transport and purpose:</u></p>		
--	--	--	--

	<p>Data on the average number of trips on local bus services made per person by ethnicity shows that Asian and White groups take significantly fewer trips via this mode. Nationally, people from the black and mixed groups made the highest average number of trips by local bus at 55 and 51 per annum respectively, compared with a figure of 36 for the white group and an average for all ethnic groups of 36.</p> <p><u>West Yorkshire state of the region report (2022):</u></p> <ul style="list-style-type: none"> • Females, people from some ethnic minority groups and disabled people face a greater exposure to access inequality due to a combination of reasons, including higher likelihood of living in a deprived area, lack of access to a car and greater reliance on the bus network. • In most ethnic minority groups a higher proportion of adults live in households without access to a car or a van than is the case for the White group. For example, whereas only 17% of White adults live in a household without access to a car / van, the proportion increases to 22% 		
--	--	--	--

1062

	<p>for Asian / Asian British and 39% for Black / African / Caribbean / Black British groups.</p> <p>The evidence gathered from the above source indicates changing the governance of the bus service would have a disproportionate impact on the people as above due to an existing reliance on the network.</p>		
Religion or belief (or lack of)			
Sex	<p><u>Age UK – The future of transport in an ageing society:</u></p> <ul style="list-style-type: none"> • Women, those with lower incomes, and those without a car were less likely to state that public transport was inconvenient. • The proportion of men aged 50-59 who use public transport steadily increased, from 15% in 2006 to 20% in 2012. <p><u>Urban Transport Group – The cross-sector benefits of backing the bus:</u></p>		

	<ul style="list-style-type: none"> • Women are less likely hold a full driving licence and more likely to use the bus than men. <p><u>'Invisible Women' by Caroline Criado-Perez (2019):</u></p> <ul style="list-style-type: none"> • The book highlights inequalities within the transport network - specifically that women are more likely to use buses than men, yet public transport networks are geared towards centres of employment and around traditional peak hour working patterns, not the more complex (and challenging to serve) trip patterns of many women. <p><u>National Federation of Women's Institute – A new route for local bus services:</u></p> <ul style="list-style-type: none"> • Women are more likely than men to have caregiving duties and be in part-time work which can mean taking multiple short journeys during the day. • Just 18% of the people who responded to the survey said that they had access to a frequent, reliable bus service, compared with 50% in non-rural areas. 		
--	---	--	--

	<ul style="list-style-type: none"> • Women are hesitant to rely on evening bus services as a result of few and irregular services. When asked how comfortable they would feel using the bus after 5pm, 43% of female respondents said 'not comfortable' or 'very uncomfortable'. This has significantly affected those who work part-time or have caring responsibilities, which often fall outside of the peak 9am-5pm hours. 50% said more bus services would encourage them to use the bus more, and 36% said bus timetables that meet their needs. <p><u>Women's Budget Group – Towards gender-inclusive and sustainable transport systems</u></p> <ul style="list-style-type: none"> • The WBG report identified that BAME women are twice as likely as white workers to have insecure work, largely including low-paid health and social care jobs and are therefore disproportionately affected by transport systems that do not adequately enable care-related journeys, as they are built to optimise long distance radial 		
--	--	--	--

	<p>journeys into city centres during peak hours.</p> <p><u>West Yorkshire Combined Authority EqIA toolkit:</u></p> <ul style="list-style-type: none"> • Women are statistically more likely to use public transport than men. • Females, ethnic minorities and people who are disabled are less likely to be in employment – but may be more reliant on public transport to access employment and educational opportunities. <p><u>West Yorkshire Public perceptions of transport survey results 2022/23:</u></p> <ul style="list-style-type: none"> • 20% of females recorded themselves as dissatisfied with bus frequency, compared with 35% who recorded themselves as satisfied. • 16% of males recorded themselves as dissatisfied with bus frequency, compared with 39% who recorded themselves as satisfied. 		
--	--	--	--

	<ul style="list-style-type: none"> • 19% of females recorded themselves as dissatisfied with bus punctuality, compared with 35% who recorded themselves as satisfied. • 19% of males recorded themselves as dissatisfied with bus punctuality, compared with 35% who recorded themselves as satisfied. • Less than 1% of females recorded themselves as dissatisfied with ease of buying a bus ticket, compared with 74% who recorded themselves as satisfied. • 3% of males recorded themselves as dissatisfied with ease of buying a bus ticket, compared with 66% who recorded themselves as satisfied. • 5% of females recorded themselves as dissatisfied with cost of bus tickets, compared with 51% who recorded themselves as satisfied. • 12% of males recorded themselves as dissatisfied with cost of bus tickets, compared with 41% who recorded themselves as satisfied. • 43% of females reported feeling confident about personal safety 		
--	--	--	--

	<p>while using a bus in the dark, compared with 69% for males.</p> <p><u>West Yorkshire state of the region report (2022):</u></p> <ul style="list-style-type: none"> • Females, people from some ethnic minority groups and disabled people face a greater exposure to access inequality due to a combination of reasons, including higher likelihood of living in a deprived area, lack of access to a car and greater reliance on the bus network. 		
<p>Sexual orientation</p>	<p><u>National LGBT Survey Research Report (2018):</u></p> <ul style="list-style-type: none"> • 70% of respondents with a minority sexual orientation said they avoided being open about their sexual orientation for fear of a negative reaction from others. The most commonly cited locations for this were on public transport and in the workplace. • Public spaces considered unsafe and therefor sometimes avoided altogether by respondents included public transport, such as trains and buses. 		

	<ul style="list-style-type: none"> Gay and lesbian respondents were more likely to avoid being open about their sexual orientation, for example, on public transport (71%). 		
Marriage and civil partnership			
Pregnancy and maternity	<p><u>Transport Scotland Equalities Impact Assessment (2022):</u></p> <ul style="list-style-type: none"> Pregnant women are more vulnerable to the adverse effects of air pollution including an increasing risk of miscarriage as well as premature births and low birth weights. <p><u>London Sustainable Transport Walking and Cycling draft EqIA (2021)</u></p> <ul style="list-style-type: none"> Evidence shows that women are likely than men to be travelling with buggies and/or shopping, and often find that travelling with children and buggies can be difficult and stressful at times, especially on buses. Qualitative research by Transport for 		

	<p>London on the experience of people travelling with buggies on buses found that they often experienced overcrowding, which can make it difficult to manoeuvre a buggy and keep their child/children safe. They also cite negative attitudes of other passengers, difficulties getting on and off the bus and drivers refusing to allow buggies on as barriers.</p>		
--	--	--	--

1069

3. Analysis of the evidence

Does your analysis indicate a disproportionate impact relating to Age ?	Y	N	
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p>	<p>The data tells us that franchising the bus system will have a disproportionate impact on younger and older people in West Yorkshire because they rely on the existing bus network the most. The data speculates why this might be.</p> <p>Older people have identified barriers to bus use:</p> <ul style="list-style-type: none"> - Services do not go where older people need them to go - There is not enough access to bus services in rural areas <p>Franchising the bus network would give control of decisions of where the network runs and fleet standards to the Combined Authority.</p>		

<p>If no impact is identified, please explain your rationale based on the data.</p>	
<p>What can you do?</p> <p><i>Negative impacts</i> - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p><i>Are there opportunities to:</i></p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>Franchising could give the Combined Authority more control to plan bus services and fare incentives that support young and old people to travel by bus.</p> <p>Franchising will give the Combined Authority more control over the onboard offer and provide a consistent onboard service.</p> <p>Franchising the bus service will allow the Combined Authority to create a single point of contact for customers, helping to make bus system more navigable. Customer complaints could be streamlined.</p> <p>The Combined Authority will need to be conscious of services it provides - technology should be suitable for older/younger people. However, franchising will help customers navigate the bus system more easily.</p> <p>The data illustrated that older people feel more unsafe when travelling by bus after dark. A greater focus on marketing the bus safety feedback tool to this group would give the Combined Authority a greater understanding of the safety experience of this group and approach improvements appropriately.</p> <p>Increased after-dark services could be considered with control over the network. This will benefit younger people. UK statistics show that over 40% of night-time workers are under 24.</p>
<p>What are your next steps?</p>	<p>The possible impact franchising the bus network could have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and</p>

<p>Please indicate what actions will be taken to address these impacts.</p>	<p>understanding how franchising may affect different groups of people will be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collect passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>		
<p>Does your analysis indicate a disproportionate impact relating to Disability?</p>	<p>Y</p>	<p>N</p>	
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>Bus is the most used form of public transport for people with a disability. But people with a long-term illness or a disability reported feeling unsafe when travelling by bus after dark.</p> <p>There are legal requirements for operators to provide accessible bus services, but there is little appetite to go above and beyond this outside of London due to existing governance structures.</p> <p>The data collected does not differentiate between different types of disability. The Combined Authority could seek to capture this data through public consultation.</p>		
<p>What can you do?</p> <p>Negative impacts - What are the potential actions you can</p>	<p>Journey and bus information should have accessibility assurances attached, so those with visual and cognitive conditions can easily access information.</p> <p>Franchising would provide the Combined Authority with control over the accessibility of the bus fleet and allow for a consistent onboard offer with adequate space for wheelchairs.</p>		

1072

<p>take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>The Combined Authority would have control over the information offer in the event of a decision to franchise the bus system. The offer could then be made consistent, ensuring passengers understand the accessibility standards and support available across the region.</p> <p>Franchising would give the Combined Authority control over the network and the ability to consider social implications of decisions more widely.</p> <p>Franchising would give the Combined Authority control over the bus fleet and where buses run.</p>	
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network would have on protected characteristics will be considered as part of the bus reform assessment. While the existing data does help to illustrate the experience of using the bus for people with disabilities, further steps could be taken to further understand different types of disability and how that impacts experience of the bus system.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>	
<p>Does your analysis indicate a disproportionate impact relating to Gender Reassignment?</p>	<p>Y</p>	<p>N</p>

<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>UK government research indicates that trans people feel unsafe being open about their gender identity for fear of a negative reaction from others on public transport.</p>
<p>What can you do?</p> <p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>Franchising the bus system would give the Combined Authority the ability to design a network that aligns to the Bus Service Improvement Plan objective to provide a fully inclusive network – this includes the onboard offer and customer service.</p>
<p>What are your next steps?</p>	<p>The possible impact franchising the bus network would have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and</p>

<p>Please indicate what actions will be taken to address these impacts.</p>	<p>understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collect passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>		
<p>Does your analysis indicate a disproportionate impact relating to Race?</p>	<p>Y</p>	<p>N</p>	
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>The data illustrates that the impact of franchising the bus network is likely to have a greater impact on people depending on their ethnicity.</p> <p>Ethnic minorities are more likely to be reliant on public transport links to access education and employment opportunities.</p> <p>Generally, in West Yorkshire, people from an Ethnic Minority background reported higher levels of satisfaction with bus punctuality and reliability than White British people.</p> <p>However, White British bus passengers reported more satisfaction with the ease of buying a bus ticket and the cost of a bus ticket than passengers from an Ethnic Minority.</p> <p>The NUS has reported that Black and Asian communities are disproportionately facing higher levels of air pollution, which is then linked to higher risk of respiratory and cardiovascular diseases.</p>		
<p>What can you do?</p>	<p>Franchising the bus system would give the Combined Authority control over network and the ability to design a network that aligns to the Bus Service Improvement Plan objective to provide a fully inclusive network.</p>		

1075

<p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>Franchising the bus system would give the Combined Authority autonomy over fares and ticketing policy. Action could be taken to address differences in satisfaction in ticketing between White British and Ethnic Minority bus passengers.</p> <p>Franchising would give the Combined Authority control over the bus fleet and where buses run. A zero emission fleet could be expedited and deployed in areas worse affected by poor air quality.</p>	
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collect passenger feedback will be considered.</p>	
<p>Does your analysis indicate a disproportionate impact relating to Religion or belief (or lack of)?</p>	<p>Y</p>	<p>N</p>

<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>Evidence suggests that individuals who identify with particular religions or beliefs in the UK have faced marginalisation due to ethno-religious identities and migratory backgrounds. This may mean that they face multiple deprivation.</p>
<p>What can you do?</p> <p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>If the bus system was franchised, the Combined Authority would have control over comms, marketing and customer service, all of which could be inclusive of this protected characteristic.</p>
<p>What are your next steps?</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and</p>

<p>Please indicate what actions will be taken to address these impacts.</p>	<p>understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collect passenger feedback will be considered.</p>		
<p>Does your analysis indicate a disproportionate impact relating to Sex?</p>	<p>Y</p>	<p>N</p>	
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>The data indicates that women are more likely to use public transport and buses than men, but existing bus networks are not designed for the more complex (and challenging to serve) trip patterns of many women.</p> <p>Women are also less likely to use evening bus services due to safety concerns.</p>		
<p>What can you do?</p> <p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p>	<p>Franchising the bus system would give the Combined Authority control over fares and ticketing. The Combined Authority could investigate fares and ticketing that would make travel easier and more affordable for many women making multiple trips. The ability franchising gives to determine services and frequencies can also help create a more cohesive network which would allow for easier interchange.</p> <p>Franchising the bus system would give the Combined Authority more ability to introduce the Bus Service Improvement Plan's aim to deliver an inclusive and safe bus system. A key element of the BSIP and have more ability to influence this across the bus system under franchising due to the potential standardisation of the bus offer</p> <p>Franchising the bus network would allow to standardise customer service training to all drivers.</p>		

1078

<p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 		
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collecting passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>	
<p>Does your analysis indicate a disproportionate impact relating to sexual orientation?</p>	<p>Y</p>	<p>N</p>
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p>	<p>The 2018 Equalities Office report on experiences of LGBT people found that 65% of respondents said they hid their sexual orientation on public transport. For all respondents, public transport was sometimes avoided because of safety fears and concern about negative reactions from others.</p>	

1079

<p>If no impact is identified, please explain your rationale based on the data.</p>	
<p>What can you do?</p> <p><i>Negative impacts</i> - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p><i>Are there opportunities to:</i></p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	<p>Franchising the bus network would allow the Combined Authority to design a bus network more closely aligned to the Bus Service Improvement Plan objective to create a fully inclusive bus network.</p>
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p>

	<p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collecting passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p> <p>It could be beneficial for the Combined Authority to commission independent research to understand more greatly how LGBTQ+ people in West Yorkshire experience the bus network, similar to the study Transport for London published in 2012.</p>	
<p>Does your analysis indicate a disproportionate impact relating to marriage and civil partnership?</p>	<p>Y</p>	<p>N</p>
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>There is no data to suggest franchising the bus network would have a disproportionate impact on people with this protected characteristic.</p>	
<p>What can you do?</p>		

1080

1081

<p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p> <ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 			
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collecting passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>		
<p>Does your analysis indicate a disproportionate impact</p>	<p>Y</p>	<p>N</p>	

<p>relating to pregnancy and maternity?</p>			
<p>What does the data tell you?</p> <p>Describe the nature of any disproportionate impact/s or potential impacts as indicated by the data.</p> <p>If no impact is identified, please explain your rationale based on the data.</p>	<p>Pregnant women may be mobility restricted, particularly at later stages of pregnancy. Whilst pregnancy and maternity transect all of society, pregnant women from more deprived backgrounds are less likely to have access to a car and more reliant on public transport.</p> <p>Improvements in air quality are likely to disproportionately benefit pregnant people. Polluted air is harmful for babies in the womb and can cause premature birth or low birth weight – factors associated with infant mortality. New-born babies and infants, who are more vulnerable to pollution due to their developing airways and rapid breathing, are also likely to disproportionately benefit from improved air quality.</p> <p>Evidence shows that women are more likely than men to be travelling with buggies and/or shopping, and often find that travelling with children and buggies can be difficult and stressful at times, especially on buses. Qualitative research by Transport for London on the experience of people travelling with buggies on buses found that they often experienced overcrowding, which can make it difficult to manoeuvre a buggy and keep their child/children safe. They also cite negative attitudes of other passengers, difficulties getting on and off the bus and drivers refusing to allow buggies on as barriers.</p>		
<p>What can you do?</p> <p>Negative impacts - What are the potential actions you can take to avoid, reduce or mitigate any negative impacts/potential negative impacts?</p> <p>Are there opportunities to:</p>	<p>Under franchising the Combined Authority would have control over the bus fleet and would have more autonomy to ensure there is enough pram space on buses. Franchising the bus network would also give the Combined Authority more control over the timescales to achieving a 100% zero emissions bus fleet.</p> <p>In addition to greater autonomy over physical infrastructure, franchising the bus system would give the Combined Authority control over the network and could seek to improve accessibility to medical facilities for pregnant women.</p>		

<ul style="list-style-type: none"> • Advance equality of opportunity • Foster good relations between people in any protected group and those who are not? (See guidance) 	
<p>What are your next steps?</p> <p>Please indicate what actions will be taken to address these impacts.</p>	<p>The possible impact franchising the bus network will have on protected characteristics will be considered as part of the bus reform assessment. Further steps to collecting data and understanding how franchising may affect different groups of people could be taken as part of the formal statutory consultation if agreed to proceed.</p> <p>Furthermore, understanding the needs of customers is key to the development of franchising. Future opportunities to collecting passenger feedback will be considered.</p> <p>In 2022 the Combined Authority piloted a bus safety feedback tool that allows passengers to report what types of things are making them feel unsafe and where and when that is happening. Further analysis of this data will be explored, and actions planned appropriately.</p>

1083

Seek approval and confidence in the impacts and mitigation detailed by Head of Service sign off:

<p>Name: Alex Clarke</p>		<p>Date: 20.09.2023</p>
<p>Service: Bus Reform</p>		<p>Signature:</p>



Report to: West Yorkshire Combined Authority

Date: 28 September 2023

Subject: **Governance Arrangements**

Director: Ben Still, Chief Executive

Author: Angie Shearon, Governance Services Manager

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

1. Purpose of this Report

- 1.1 To note a change in the CA member and substitute member appointed by Kirklees Council.
- 1.2 To approve changes in nominations to committees and to chair and deputy chairing arrangements.
- 1.3 To note changes to appointments to committees made under officer delegation.

2. Information

- 2.1 Following the resignation in July of the Leader of Kirklees Council and consequential cabinet changes, the Council have provided notification of changes to their appointments and nominations to the Combined Authority and its committees as detailed below. Bradford Council have also provided notice of a change of nomination to the Transport Committee.

Combined Authority member and substitute member

- 2.2 Kirklees Council have provided formal notification of the following change to their CA member and substitute member:

Member	Cllr Cathy Scott (replacing Cllr Shabir Pandor)
Substitute	Cllr Paul Davies (replacing Cllr Cathy Scott)

- 2.3 As a consequence of the above change, the Combined Authority are asked to appoint Cllr Cathy Scott to replace Cllr Pandor on the Governance and Audit Committee and on the Finance, Resources & Corporate Committee.

Deputy Chair of Transport Committee

- 2.4 There are currently two Transport Committee Deputy Chairs, one a member of Kirklees Council (Cllr Manisha Kaushik) and the other from Leeds City Council. The role of the Deputy Chair is to support the Mayor and Chair of Transport Committee on defined thematic areas; responsibilities to include attending/leading relevant industry engagement groups, member working groups and forums as appropriate.
- 2.5 The allocation and appointment of the Deputy Chairs is a decision reserved for the Mayor and Combined Authority members in joint consultation. Following Leadership and Cabinet changes at Kirklees, notification was received by the Council that they wished to terminate the nomination of Cllr Manisha Kaushik to the Transport Committee and replace her with Cllr Eric Firth, with a request that Cllr Firth also take up the position as Deputy Chair.

The Combined Authority are asked to consider and approve the requested change.

Change of member – Economy Scrutiny Committee

- 2.6 Subject to the Combined Authority's approval to the change in Transport Committee Deputy Chair detailed above, Kirklees Council request that Cllr Manisha Kaushik replace Cllr Gwen Lowe on Economy Scrutiny Committee

The Combined Authority are asked to consider and approve the requested change.

Kirklees Transport Portfolio Holder

- 2.7 Further to the Cabinet changes at Kirklees Council, notification has been provided of a change of Transport Portfolio Holder. The Combined Authority are asked to appoint Cllr Masood Ahmed to replace Cllr Eric Firth as Transport Portfolio Holder on the Transport Committee.

Appointment of chairs to thematic committees

- 2.8 Following changes to portfolio holder responsibilities, the following changes to committee chairing arrangements are proposed:
- Cllr James Lewis to take up the position of Chair of the Business, Economy & Innovation Committee (replacing Cllr Shabir Pandor)

- Cllr Cathy Scott to take up the position of Chair of the Employment and Skills Committee (replacing Cllr James Lewis)

Appointments to Committees

- 2.9 In between the ordinary cycle of committee meetings, Kirklees Council and Bradford Council have provided notice of changes to their committee nominations. The Combined Authority are asked to note that the changes set out below have been approved by the Deputy Director of Legal, Governance & Compliance under delegation conferred on them by the Combined Authority to facilitate changes to nominations in between the ordinary cycle of meetings and enable the timely continuation of business.

Committee	Nomination
Business, Economy & Innovation Committee	Graham Turner (Kirklees) to replace Eric Firth
Culture, Heritage & Sport Committee	Yusra Hussain (Kirklees) to replace Naheed Mather
Place, Regeneration & Housing Committee	Masood Ahmed (Kirklees) to replace Cathy Scott
Transport Committee	Mohsin Hussain (Bradford) to replace Chris Hayden

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 All members are expected to promote the cause of inclusive growth.

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 Notification of the proposed changes to membership detailed in this report have been provided pursuant to the requirements of the WYCA Order 2014 as amended by the WYCA Order 2021.

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 change in appointment of Kirklees CA member and substitute as set out in paragraph 2.2 above.
- 10.2 The Combined Authority are asked to appoint Cllr Cathy Scott to replace Cllr Pandor on the Governance and Audit Committee and on the Finance, Resources & Corporate Committee as set out in paragraph 2.3 above.
- 10.3 That the Combined Authority appoint Councillor Eric Firth as Deputy Chair of the Transport Committee in place of Cllr Manisha Kaushik as detailed in paragraphs 2.4 – 2.5 above.
- 10.4 That the Combined Authority appoint Cllr Manisha Kaushik to the Economy Scrutiny Committee replacing Cllr Gwen Lowe as set out in paragraph 2.6 above.
- 10.5 That the Combined Authority appoint Cllr Masood Ahmed to replace Cllr Eric Firth as Kirklees Transport Portfolio Holder on the Transport Committee as set out in paragraph 2.7 above.
- 10.6 That, following changes to portfolio holder responsibilities, the Combined Authority appoint Cllr James Lewis as Chair of the Business, Economy & Innovation Committee and Cllr Cathy Scott as Chair of the Employment and Skills Committee as set out in paragraph 2.8 above.
- 10.7 That the Combined Authority note the changes to appointment of members to committees approved under delegation and set out in paragraph 2.9 above.

11. Background Documents

There are no background documents referenced in this report.

12. Appendices

None.



Report to: West Yorkshire Combined Authority

Date: 28 September 2023

Subject: **Minutes for Information**

Director: Alan Reiss, Chief Operating Officer

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](#):

- Corporate Scrutiny Committee held on 10 March 2023
- Economy Scrutiny Committee, held on 15 March 2023
- Transport Committee Held on 7 July 2023

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.