

## **TRANSPORT COMMITTEE**

**MEETING TO BE HELD AT 11.00 AM ON FRIDAY, 6 JULY 2018  
IN COMMITTEE ROOM A, WELLINGTON HOUSE, 40-50 WELLINGTON  
STREET, LEEDS**

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

- 1. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 2. EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

1. To highlight Appendix 2 to Agenda item 12 which officers have identified as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers consider the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for 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 in paragraph 4.2 of Agenda item 12.
3. If the recommendation is accepted, to formally pass the following resolution:-

**RESOLVED** – That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 2 to Agenda item 12 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 exception outweighs the public interest in disclosing the information.

- 3. MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE HELD ON 25 MAY 2018**  
(Pages 1 - 10)

4. **APOLOGIES FOR ABSENCE**
5. **TRANSPORT FOR THE NORTH/RAIL NORTH PARTNERSHIP PRESENTATION**  
(Pages 11 - 12)

6. **GOVERNANCE ARRANGEMENTS**  
(Pages 13 - 30)

**For Decision**

7. **SUPPORT FOR MOBILITY**  
(Pages 31 - 42)
8. **DEVELOPING THE NEXT INTEGRATED TRANSPORT BLOCK PROGRAMME - FOR THE 3 YEAR PERIOD 2019-22**  
(Pages 43 - 50)
9. **APPROACH TO STRATEGIC AND DEVELOPMENT PLANNING MATTERS RELATING TO TRANSPORT**  
(Pages 51 - 60)

**For Information**

10. **CITY REGION TRANSPORT UPDATE**  
(Pages 61 - 68)
11. **LEEDS PUBLIC TRANSPORT INVESTMENT PROGRAMME UPDATE**  
(Pages 69 - 76)
12. **SUMMARY OF TRANSPORT SCHEMES**  
(Pages 77 - 138)
13. **MINUTES OF THE MEETINGS OF THE DISTRICT CONSULTATION SUB-COMMITTEES HELD ON**
  - (a) **LEEDS 9 APRIL 2018**  
(Pages 139 - 142)
  - (b) **CALDERDALE 10 APRIL 2018**  
(Pages 143 - 146)
  - (c) **BRADFORD 16 APRIL 2018**  
(Pages 147 - 150)
  - (d) **KIRKLEES 18 APRIL 2018**

(Pages 151 - 154)

(e) **WAKEFIELD 26 APRIL 2018**  
(Pages 155 - 158)

**Signed:**

A handwritten signature in black ink, consisting of the letters 'BDM' in a stylized, cursive font. A horizontal line is drawn underneath the signature.

**Managing Director  
West Yorkshire Combined Authority**

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**MINUTES OF THE MEETING OF THE  
TRANSPORT COMMITTEE  
HELD ON FRIDAY, 25 MAY 2018 AT COMMITTEE ROOM A -  
WELLINGTON HOUSE, LEEDS**

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**Present:**

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

**In attendance:**

Councillor Alex Ross-Shaw	Bradford Council
Councillor Peter McBride	Kirklees Council
Councillor Richard Lewis	Leeds City Council
Louise Ebbs	First Transpennine Express
Graham Meiklejohn	First Transpennine Express
Liz Hunter	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Tom Gifford	West Yorkshire Combined Authority
James Nutter	West Yorkshire Combined Authority
Janette Woodcock	West Yorkshire Combined Authority

**64. Declarations of disclosable pecuniary interests**

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

**65. Exempt information - possible exclusion of 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 1 to Agenda item 18 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of 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 exception outweighs the public interest in disclosing the information.

**66. Apologies for absence**

Apologies for absence were received from Councillors Mathew Morley, Nussrat Mohammed and Ian Cherry.

**67. Minutes of the meeting of the Transport Committee held on 16 March 2018**

**Resolved:** That the minutes of the Transport Committee held on 16 March 2018 be approved and signed by the Chair.

**68. Chair's Comments**

The Chair welcomed to the meeting Councillors Kim Groves and Kayleigh Brooks who were in attendance.

Councillor Wakefield advised members he will be stepping down from chairing the Transport Committee and his role will come to an end at the Combined Authority's Annual General Meeting on 28 June 2018. Councillor Wakefield said he had enjoyed working with the Committee and expressed his thanks for the outstanding work undertaken by Officers.

Members paid tribute and said it had been a pleasure working with Councillor Wakefield and he was thanked for his patience and tolerance.

**69. TransPennine Express Presentation**

TransPennine Express commenced their new franchise in April 2016, with major plans for new rolling stock, services and improving the overall customer experience. TPE operates rail services connecting West Yorkshire with city regions and communities across the wider North.

Louise Ebbs, Strategy Director at TPE gave a presentation which covered new rolling stock and addressed current performance issues followed by a question and answer session. Questions were asked by the Committee on a number of issues including the cycle pre-booking policy introduced

**Resolved:**

- (i) That the contents of the presentation and question and answer session be noted.
- (ii) That TPE will come back with specific details to questions asked by members and would welcome the opportunity to return at a future date.

**70. Rail Services Update**

The Transport Committee considered a report which summarised the changes to rail timetables in May 2018 identifying the main issues raised and proposed for the Committee to endorse actions to address those issues.

The report also provided an update on recent operational performance on the railway. The Committee was asked to endorse the proposed actions by the West Yorkshire Combined Authority officers to seek to address the issues identified with the May 2018 train services in accordance with the methodology set out in the report. The Committee was also asked to endorse the proposal to escalate concerns at the operating performance of the Arriva Rail North and Trans-Pennine Express franchise through the processes of the Rail North Partnership.

The chair informed members that shortly after the launch of the new timetable, the level of delay and cancellation was so disruptive that the Secretary of State for Transport, Chris Grayling (who ultimately has control over the franchises of Northern and TransPennine) and Northern leaders (who sit on the Transport for the North/Rail North Partnership board that jointly manages these franchises), held a conference call. The main theme of this call was the lack of communication to members about the issues, an analysis of actions already been taken and the level of preparation to prevent further problems.. The Secretary of State asked Cllr Judith Blake and (Rail Minister) Jo Johnson to look at the causes of the failures.

Members discussed in detail the contents of the report and called upon Transport Committee and District Consultation Sub Committees to work together. Officers were in attendance to answer questions and the team will continue to provide critical briefing and are also working with the operators to suggest timetable amends that would better serve customers.

**Resolved:**

- (i) That the content of the report be noted.
- (ii) That the summary of the May 2018 service changes and of recent operational performance trends be noted.
- (iii) That the proposed actions by West Yorkshire Combined Authority officers to seek to address the issues identified with the May 2018 train services be endorsed.
- (iv) That the proposal to escalate concerns at the operating performance of

the Arriva Rail North and Trans-Pennine Express franchises through the processes of the Rail North Partnership be endorsed.

- (v) That appreciation for the work undertaken by officers in providing Transport Committee with a very clear picture be noted.

## **71. Leeds City Region HS2 Growth Strategy**

The Transport Committee was provided with a report to update on the Leeds City Region HS2 Growth Strategy priorities following the recent stakeholder engagement as follows:

- Feedback received through the LCR HS2 Growth Strategy Engagement
- Forward priorities around the LCR HS2 Growth Strategy
- Funding delivery of the LCR HS2 Growth Strategy

The Leeds City Region Growth Strategy sets out priorities for how to maximise the investment opportunity arising from HS2 to rebalance the national economy. The Transport Committee last considered the details of the Leeds City Region HS2 Growth Strategy at the meeting in January 2018. The Combined Authority continues to support High Speed 2 and the opportunity it brings.

The Transport Committee was asked to note the priorities and next steps for the Leeds City Region HS2 Growth Strategy and to seek reassurances from the Secretaries of State for Transport / Communities and Local Government around their commitment to funding the implementation of the Leeds City Region HS2 Growth Strategy.

Members also said that an opportunity should be sought to meet with the Secretaries of State for Transport / Communities and Local Government.

### **Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the priorities and next steps for Leeds City Region HS2 Growth Strategy be noted.
- (iii) That the Transport Committee endorsed writing to the Secretaries of State for Transport / Communities and Local Government to seek reassurances around their commitment to development to funding the implementation of the Leeds City Region HS2 Growth Strategy.

## **72. Leeds City Region HS2 Connectivity Strategy**

The Transport Committee considered a report which provided an update on the Leeds City Region HS2 Connectivity Strategy following the engagement and to request Transport Committee support for the updated Leeds City Region HS2 Connectivity Strategy. The report also set out the forward work plan in development of the Inclusive Growth Corridor Plans as the next stage in development.

**Resolved:**

- (i) That the content of the report be noted
- (ii) That the refreshed Leeds City Region HS2 Connectivity Strategy which takes account of the messages received through the engagement be endorsed.
- (iii) That the progress on the Inclusive Growth Corridor Plans be noted.
- (iv) That a workshop be organised to consider the details of the Inclusive Growth Corridor Plans during 2018.

**73. Air Quality Update**

The Transport Committee considered a report to provide an update on matters relating to air quality in the region including a focus on transport and to highlight activities being delivered to reduce transport emissions.

Policy development and action is being taken at a national, regional and local level to address poor air quality. The report provided a summary of recent key decisions, local activities to address air quality and supporting evidence that will potentially impact on air quality and related environmental, economic and societal challenges

The report contained:

- A summary of the key national and regional policy context for improvements in air quality.
- Context for Action on Air Quality.
- High Court Announcement.
- Leeds Clean Air Zone Progress update.
- Recent West Yorkshire Air Quality Activities.
- Recent Funding Announcements.
- Travel trends and potential impacts for air quality / carbon emissions.
- Transport Sector Challenges to a Zero Emission and Clean Energy Future.

The Transport Committee was asked to endorse the activities being delivered to improve transport emissions and support the need for further collaborative working by the Combined Authority and partner authorities who lead on the Agenda locally.

Members discussed and said that the report contained a good illustration of what is happening in Districts. Government must step in to make changes at a national level.

**Resolved:**

- (i) That the content of the report be noted.

- (ii) That the activities being delivered to improve transport emissions be endorsed.
- (iii) That the need for further collaborative working by the Combined Authority and partner authorities be supported.
- (iv) That Transport Committee provide an update to the Combined Authority.

#### **74. Call for Evidence - Cycling and Walking Investment Strategy Safety Review**

The Transport Committee considered a report to inform of a new consultation on cycling and walking safety issued by the Government and to agree key themes to form the basis of the Combined Authority's response to the consultation.

In September 2017 the Department of Transport (DfT) announced a Cycle Safety Review. This review included a consultation on safety issues relating to cycling and walking in the form of a "call for evidence" which was launched in March 2018. The consultation reiterates the need for safer walking and cycling, the general approach to road safety and an overview of the current situation against a number of key themes.

##### **Resolved:**

- (i) That the contents of the report be noted
- (ii) That the Government's consultation on cycling and walking safety be noted.
- (iii) That the recommended key themes identified in the report as forming the basis of the Combined Authority's response to the Government's consultation be endorsed.

#### **75. Bus Strategy Performance Framework**

The Transport Committee considered a report to seek the Committee's endorsement of a Performance Management Framework for the adopted Bus Strategy which expands on the bus monitoring set out in the Transport Strategy Performance Management Framework.

The West Yorkshire Bus Strategy was adopted by the West Yorkshire Combined Authority in 2017. It sets the organisation's agenda for improving bus services across the country from 2017 to 2027.

Transport Committee are asked to endorse development of a Bus Strategy Performance Management Framework and collection of data to be reported through the Bus 18 partnership.

**Resolved:**

- (i) That the contents of the report be noted
- (ii) That the development of a Bus Strategy Performance Management framework as set out in the report be endorsed.

**76. Next Steps in Digital Payment for Travel**

The Transport Committee considered a report to set out the next steps in refreshing the Combined Authority's policy on Digital Payment for Travel (also known as the Retail Strategy). The report also set out how this refresh interacts with other workstreams currently under development including the emerging West Yorkshire Digital Framework and the updated Information Strategy.

The Transport Committee was asked to note the current position with digital payment for travel.

**Resolved:**

- (i) That the content of the report be noted.
- (ii) That the current position with digital payment for travel be noted.
- (iii) That an updated strategy and delivery plan be presented to the Committee later in 2018.

**77. Urban Transport Group Research**

The Transport Committee considered a report to provide a summary of recently published research by the Urban Transport Group in respect of transport challenges faced by UK city regions.

The Urban Transport Group (UTG) is the UK network of urban transport authorities consisting of Merseytravel, Nexus, South Yorkshire PTE, Transport for Greater Manchester, Transport for London, Transport for the West Midlands and the West Yorkshire Combined Authority, plus associate members.

The Transport Committee was asked to note the content of the Urban Transport Group report on Transport trends in the City Regions and White Van Cities.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the content of the Urban Transport Group's reports on Transport Trends in the City Regions and White Van Cities be noted.

## **78. City Region Transport Update**

The Transport Committee considered a report to provide an update on current issues:

- Bus 18 Progress.
- Metrolink Telephone Service Hours.
- Bus Services Act Regulations.
- Bus Station Toilet Charging.
- West Yorkshire Combined Authority Funded Bus Services in Bradford District.
- Leeds Cycle Point.

Members discussed the report and Officers were present to answer questions. It was felt that there was a need to push for a replacement of the Leeds Cycle Point.

**Resolved:** That the updates provided in the report be noted

## **79. Changes to Home to School Transport Provision**

The Transport Committee considered a report on the Changes to Home to School Transport Provision and was asked to approve amendments to the policy guidelines applied to the provision of home to school transport for pupils who are not entitled to home to school transport under the Education Acts and to approve a programme to dispose of MyBus vehicles approaching the end of their operational life.

Members discussed the report and it was confirmed there would be no reduction in safety and environmental standards.

### **Resolved**

- (i) That the contents of the report be noted.
- (ii) That formal consultation on the revised policy guidelines for the provision of school transport set out in Appendix 2 of the report proceeds and a further report be presented prior to adoption of the policy guidelines.
- (iii) That the Combined Authority commence a phased disposal of MyBus vehicles as set out in the report and a further update be provided to the Committee in 2019.

## **80. Summary of Transport Schemes Programme Update**

The Transport Committee considered a report to inform of the transport related West Yorkshire and York Investment Committee recommendations from its meetings of 21 March 2018 and 18 April 2018.



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

## **81. Transport Capital Programme Update**

The Transport Committee considered a report to update on the expenditure and progress of the West Yorkshire Combined Authority transport related capital programme in 2017/18 which included:

- West Yorkshire plus Transport Fund (the Transport Fund)
- Leeds Public Transport Investment Fund (LPTIP)
- Local Transport Capital
- DfT Cycle City Ambition Fund
- West Yorkshire Cycling and Walking Fund
- Ultra Low Emission Vehicles

**Resolved:** That the update on the expenditure and progress of the West Yorkshire Combined Authority transport related capital programme in 2017/18 be noted.

## **82. Transforming Cities Fund**

In private session the Transport Committee considered a report to update on the development of the Transforming Cities Fund and was asked to note the conclusions from the first member working group ahead of the Stage 1 submission deadline of 8 June 2018.

The Transport Committee was asked to delegate final drafting of the Stage 1 submission to the Combined Authority Managing Director in consultation with the Chair of Transport Committee.

**Resolved:**

- (i) That the content of the report be noted
- (ii) That the submission and final drafting of the Leeds City Region Transforming Cities Fund Stage 1 submission be delegated to the Combined Authority Managing Director in consultation with the Chair of Transport Committee.

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**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Transport for the North/ Rail North Partnership Presentation**

**Author:** Dave Pearson Director, Transport Services

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input 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:	

## 1 Purpose of this report

- 1.1 To introduce a presentation from David Hoggarth, Strategic Rail Director Transport for the North

## 2 Information

- 2.1 The Northern and Trans Pennine rail franchises which commenced in April 2016 are managed in the North by a partnership between Department for Transport and Transport for the North (the Rail North Partnership). .
- 2.2 At its meeting on 25 May, the Committee discussed the changes to services and timetables which were introduced on 20 May. Members of the Committee will be aware of the performance issues which have arisen following the introduction of the timetable and the consequential impact on passengers across the North including those in our region.
- 2.3 These well publicised problems have prompted a number of reviews including a review led by Cllr Blake, Leader of Leeds City Council and Rail Minister Jo Johnson into how the current devolved management of the franchises can be strengthened to ensure greater accountability and passenger focus in the delivery of rail services in the North.

- 2.3 David Hoggarth, Strategic Rail Director Transport for the North will update the Committee on resolution of the issues surrounding the May timetable, planning for subsequent timetable changes and progress with the review. There will be an opportunity for a short question and answer session following the presentation.

### **3 Financial Implications**

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

### **4 Legal Implications**

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

### **5 Staffing Implications**

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

### **6 External Consultees**

- 6.1 No external consultations have been undertaken.

### **7 Recommendations**

- 7.1 That the report is noted.

### **8 Background Documents**

None.

### **9 Appendices**

None.



**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Governance arrangements**

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

**Author(s):** E Davenport

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:	

## 1 Purpose of this report

- 1.1 To advise Transport Committee of the committee's terms of reference approved by the West Yorkshire Combined Authority (the Combined Authority) at its Annual Meeting, and of appointments to the Transport Committee.
- 1.2 To appoint District Consultation Sub-Committees, their members and Chairs.
- 1.3 To appoint a Local Bus Working Group.
- 1.4 To delegate functions to the Managing Director in relation to:
  - the granting or renewal of commercial leases in specified circumstances, and
  - the renewal of leases of parcels of land required for the siting of bus shelters.

## 2 Information

### Transport Committee

2.1 Attached for information as **Appendix 1** to this report are revised terms of reference approved by the Combined Authority at its Annual Meeting on 28 June 2018. Minor amendments approved for 2018/19 and highlighted are:

- reference inserted to reflect the budget resolution of the Combined Authority that the committee might approve of any individual scheme costing £3 million or under within the Integrated Transport Block of the Capital Programme.
- reference inserted to supporting the Combined Authority's ambition for inclusive growth.

2.2 The Combined Authority at its Annual Meeting also appointed:

- Councillor Groves as Chair of the committee,
- Councillor Firth as Deputy Chair of the committee,
- Councillor Martyn Bolt as leader of the opposition on the committee.

### District Consultation Sub-Committees

2.3 It is proposed that Transport Committee re-appoint the five advisory District Consultation Sub-Committees, each acting as a conduit for consultation for one of the five constituent council areas. It is proposed that each member of the Transport Committee co-opted from a constituent council is appointed as a voting member of the relevant Sub-Committee. Members of the public are also invited to attend and speak as public representatives, and elected Members from constituent councils also regularly attend. **Appendix 2** to this report sets out proposed **terms of reference** for the District Consultation Sub-Committees (unchanged from last year). The Transport Committee is also asked to appoint a **Chair** for each committee.

2.4 Proposed **dates of meetings** for sub-committees are set out in **Appendix 3**.

### Local Bus Services Working Group

2.5 In previous years, the Transport Committee has also established a Local Bus Services Working Group, to provide oversight of the application of the criteria for the supported local bus services and input into the procurement process for tendered services. It is proposed that this Working Group is re-established for this municipal year. **Appendix 4** to this report sets out **terms of reference and arrangements** for the Working Group, with a suggested update highlighted for information, clarifying the application of the Members' Code of Conduct to members attending.

## Delegations to the Managing Director

- 2.6 To date, the Managing Director has exercised authority directly delegated by the Combined Authority under its Officer Delegation Scheme, to dispose of leasehold interests in land in accordance with Section 10(1) Transport Act 1968, (provided that the disposal is on normal commercial terms to tenants occupying properties owned by the Combined Authority for uses appropriate to the business of the Combined Authority, or of benefit to the travelling public). In practice, the delegation is exercised to facilitate the granting and renewal of commercial leases at bus stations. The delegated authority does not extend to the approval of leases to be granted on terms equivalent to a capital disposal or in circumstances where to do so could impede strategic redevelopment by the Combined Authority.
- 2.7 As this function falls within the terms of reference of Transport Committee, it is now proposed that to promote transparency and accountability, the Transport Committee now directly delegates this function to the Managing Director, making the Managing Director directly accountable to the committee for any decisions made in the exercise of this delegation.
- 2.8 The Combined Authority provides over 8,000 bus shelters for the use of the travelling public in West Yorkshire. The majority of these are installed on the highway. However, some bus shelters are installed on small parcels of privately owned land leased to the Combined Authority. Entering into such leases and determining the terms for their renewal is a function which falls within the terms of reference of Transport Committee.
- 2.9 To facilitate the renewal of any such lease, it is proposed that Transport Committee delegates authority to the Managing Director to approve the renewal of any such leases and the terms of any such renewal, in accordance with Section 10(1) of the Transport Act 1968.

### **3 Financial Implications**

- 3.1 The post of chair of a District Consultation Sub-committee attract a special responsibility allowance under the Combined Authority's Members' Allowances Scheme.

### **4 Legal Implications**

- 4.1 The Combined Authority's Procedure Standing Orders (including statutory access to information provisions), apply to meetings of the District Consultation Sub-committees. These provisions do not apply to the Local Bus Services Working Group.
- 4.2 Political balance requirements do not apply to the appointment of co-optees to an advisory committee or sub-committee.

### **5 Staffing Implications**

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

## **6 External Consultees**

6.1 No external consultations have been undertaken.

## **7 Recommendations**

7.1 That the Transport Committee:

7.1.1 Notes the **terms of reference** for **Transport Committee** attached as **Appendix 1** to this report.

7.1.2 Notes the following **appointments** made by the Combined Authority:

- Councillor Groves as Chair of Transport Committee,
- Councillor Eric Firth as Deputy Chair of Transport Committee,
- Councillor Martyn Bolt as Leader of the Opposition on Transport Committee.

7.1.3 Establishes a **District Consultation Sub-Committee** for the municipal year 2018/19 for each constituent council area, with the **terms of reference** set out in **Appendix 2** to this report.

7.1.4 **Appoints** to the relevant **District Consultation Sub-Committee** each Transport Committee member co-opted from a constituent council as a voting member.

7.1.5 Appoints a **Chair** for each **District Consultation Sub-Committee**.

7.1.6 Agrees that each District Consultation Sub-Committee meets on the **dates** set out in **Appendix 3** to this report.

7.1.7 Re-establishes the **Local Bus Services Working Group** for the municipal year 2018/19, with terms of reference and arrangements as set out in **Appendix 4** to this report.

7.1.8 Delegates authority to the Managing Director to dispose of leasehold interests in land under Section 10(1) Transport Act 1968, provided that any disposal:

- is on normal commercial terms to tenants occupying properties owned by the Combined Authority for uses appropriate to the business of the Combined Authority, or of benefit to the travelling public, and
- is not on terms equivalent to a capital disposal nor in circumstances where the disposal could impeded strategic redevelopment by the Combined Authority.

7.1.9 Delegates authority to the Managing Director to approve in accordance with Section 10(1) of the Transport Act 1968 the renewal of any lease to the Combined Authority for the purpose of providing a bus shelter, and the terms of any such renewal.



## **8 Background Documents**

None.

## **9 Appendices**

- Appendix 1 – Terms of Reference of Transport Committee
- Appendix 2 – Terms of reference for District Consultation Sub-Committees
- Appendix 3 – Proposed meeting dates for District Consultation Sub-Committees
- Appendix 4 - Terms of reference and arrangements for the Local Bus Services Working Group

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## Terms of Reference Transport Committee

In accordance with the policies and strategies set by the Combined Authority, the Transport Committee is authorised:

1. To monitor and manage the delivery of the West Yorkshire Transport Strategy 2040<sup>1</sup> across the area of the Combined Authority, including the approval of any individual scheme costing £3 million or under within the Integrated Transport Block of the Capital Programme.
2. To determine which public passenger transport services the Combined Authority should secure to meet public transport requirements which would not otherwise be met.<sup>2</sup>
3. To formulate general policies about promoting:
  - a) the availability and operation of public passenger transport services to meet the public passenger transport requirements the Combined Authority consider appropriate to be met, or
  - b) the convenience of the public in using all such available services.
4. To approve<sup>3</sup>:
  - a) agreements in connection with rail network, station or light maintenance depots;
  - b) arrangements for services with any person providing passenger transport services by air;
  - c) agreements with the owner of any locomotive or other rolling stock;
  - d) arrangements to transfer any part of an undertaking or property of the Combined Authority;
  - e) acquiring or developing land, and disposing of any property or any interest or right over any property, and

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<sup>1</sup> This is the Combined Authority's Local Transport Plan.

<sup>2</sup> In accordance with S9A Transport Act 1968.

<sup>3</sup> In accordance with S10 Transport Act 1968.

Approved at the Annual Meeting on 28 June 2018.

- f) submitting a request to the Minister to authorise the compulsory purchase of land.
5. To approve<sup>4</sup>:
- a) changes in the general level of charges for transport services or facilities provided by the Combined Authority<sup>5</sup>, and
- b) reductions in or waiving of such charges.<sup>6</sup>
6. To make grants for transport facilities and services.<sup>7</sup>
7. To make payments towards capital expenditure on public transport facilities.<sup>8</sup>
8. To establish or vary a local travel concession scheme and adopt arrangements for the operation, scope and application of such a scheme.<sup>9</sup>
9. To make, vary, revoke or postpone<sup>10</sup> an advanced quality partnership scheme.<sup>11</sup>
10. To make, vary or revoke an **enhanced partnership plan** and make, postpone or revoke an **enhanced partnership scheme**.<sup>12</sup>
11. To make, vary or revoke an advanced ticketing scheme.<sup>13</sup>
12. To consult on, and determine the availability of, local bus information and ascertain if it is being made available.<sup>14</sup>
13. To enter into a voluntary partnership agreement relating to buses.<sup>15</sup>
14. To direct the Managing Director to invite tenders for specified activities or descriptions of activities of the Combined Authority.<sup>16</sup>

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<sup>4</sup> S15(2)a Transport Act 1968.

<sup>5</sup> In accordance with S6 Transport Act 1983.

<sup>6</sup> S15 Transport Act 1968, subject to S104(2) Transport Act 1985.

<sup>7</sup> S106 Transport Act 1985.

<sup>8</sup> S56 Transport Act 1968.

<sup>9</sup> Transport Act 1985.

<sup>10</sup> Including postponing any provision of particular facilities, taking of specific measures or provision of particular standards of service.

<sup>11</sup> Part II Transport Act 2000. This authority does not extend to any **joint** advanced quality partnership scheme.

<sup>12</sup> Part II Transport Act 2000. This authority does not extend to any **joint** advanced quality partnership scheme.

<sup>13</sup> Part II Transport Act 2000. This authority does not extend to any **joint** advanced ticketing scheme.

<sup>14</sup> S139 Transport Act 2000.

<sup>15</sup> S153(2) Transport Act 2000.

<sup>16</sup> In accordance with S8 Transport Act 1983.

15. To consider and determine any matter within the delegated authority of the Managing Director, which is referred to the Committee by the Managing Director.
16. To exercise the power to promote wellbeing<sup>17</sup> by making grants of up to £250,000.
17. To determine any action to take in the exercise of general powers related to transport functions.<sup>18</sup>
18. To respond to reports and recommendations from an overview and scrutiny committee.<sup>19</sup>
19. To advise the Combined Authority **in support of its ambition to secure inclusive growth**, in relation to any of its transport or transport-related functions.
20. To liaise with the West Yorkshire and York Investment Committee to promote the strategic alignment of regional transport funding investment.<sup>20</sup>

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<sup>17</sup> S99 Local Transport Act 2008.

<sup>18</sup> S102B Local Transport Act 2008.

<sup>19</sup> Of the Combined Authority or any constituent council.

<sup>20</sup> This may be through holding joint meetings with the West Yorkshire and York Investment Committee.

Approved at the Annual Meeting on 28 June 2018.

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## Terms of Reference

### District Consultation Sub Committees

In relation to:

- the area of the constituent council and
- local public transport functions

each District Consultation Sub Committee is authorised:

1. To consult with and consider representations from users<sup>1</sup> of local public transport services and facilities.
2. To advise the Transport Committee in relation to:
  - a) the views of users of local public transport,
  - b) service delivery objectives and performance,<sup>2</sup>
  - c) improving co-ordination between the constituent council and the Combined Authority,
  - d) the progress of planned projects and programmes, and
  - e) any proposal referred to it by the Transport Committee.

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<sup>1</sup> Or on behalf of users.

<sup>2</sup> including performance indicators relating to local bus and rail services, congestion, mode share, air quality, safety and other outcomes identified in relevant Plans and Strategies.

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## Calendar of Meetings 2018/19

Month	Day	Meeting	Time
<b>2018</b>			
<b>October</b>	<b>22</b>	<b>Leeds</b>	<b>5pm</b>
	<b>24</b>	<b>Kirklees</b>	<b>5pm</b>
	<b>29</b>	<b>Bradford</b>	<b>5pm</b>
	<b>30</b>	<b>Calderdale</b>	<b>5pm</b>
<b>November</b>	<b>1</b>	<b>Wakefield</b>	<b>5pm</b>
<b>2019</b>			
<b>February 2019</b>	<b>4</b>	<b>Leeds</b>	<b>5pm</b>
	<b>6</b>	<b>Kirklees</b>	<b>5pm</b>
	<b>11</b>	<b>Bradford</b>	<b>5pm</b>
	<b>12</b>	<b>Calderdale</b>	<b>5pm</b>
	<b>14</b>	<b>Wakefield</b>	<b>5pm</b>

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## Local Bus Services Working Group – arrangements

### Terms of Reference

- 1 The Working Group is advisory only and has the following functions:-
  - a. To advise the Transport Committee on the practical application of the Combined Authority's criteria for supported services.
  - b. To consider proposals for supported services or to review supported services that have been procured by the Combined Authority.
  - c. To consider and review the tender evaluation and award procedures.
  - d. To advise and make recommendations to the Transport Committee and the Director, Transport Services in relation to any matter concerning the provision of supported bus services and the delivery of the policies of the Combined Authority in relation to public passenger transport services.

### Role

It is intended that the business and attendance at meetings should be flexible to meet the requirements of the Transport Committee and therefore a formal committee structure is not appropriate.

The Working Group is not intended to replace or conflict with the Combined Authority's **Overview and Scrutiny Committee**, and any matter reviewed by the Working Group remains within the remit of that Committee and the Scrutiny Standing Orders.

### Membership

- 2 The Working Group may comprise **any number of members of the Transport Committee from time to time** but with the intention that attendees of Working Group meetings will always include a member from any district where the supported services in issue are or would be provided, in the interests of providing local insight.

### Meeting arrangements

- 3 The Working Group will meet **not fewer than four times annually**, but may meet at any time, if appropriate, in view of the business of the Combined Authority and the letting of supported services contracts and network reviews.

- 4 The Head of Legal and Governance Services will at the request of the Director, Transport Services or Head of Transport Operations, give **notice** of any meeting not in the calendar of meetings.
- 5 An **agenda** for business to be considered by a meeting of the Working Group will be provided in good time for any meeting.
- 6 At least **5 working days' notice** of meetings will be given and any members that wish to attend should notify the relevant officer in the Legal and Governance Services team.
- 7 There is no fixed **quorum** for meetings of the Working Group but it is advisable that:-
  - a) at least 3 members shall attend any meetings, and
  - b) at least one member from each affected district should attend any meeting.

If fewer than 3 members indicate they will attend, or if no member from an affected district will attend then the meeting need not be held. If a meeting is not going to be held, then members may make written representations on the papers to the Director, Transport Services if they wish.

- 8 So far as possible, representatives of **more than one political group** should attend in the interest of balance. There is no legal requirement for political balance to be achieved on working groups.
- 9 The Working Group is **not a sub-committee**. At any meeting, the members attending may if they wish select one of their number to act as **chair** for the purpose of conducting the business on the agenda. Where a decision is required, such as the terms of any recommendation, then the attendees may vote if there is not clear unanimity. Each attendee shall have one vote and any chair shall not have a casting vote. The views of all members present should be recorded if there is any dispute.
- 10 If at any meeting there is no **member present from a district affected** by bus service issues or proposals then a recommendation may not be made if it might impact on that district.
- 11 **Officers** may be called on to attend meetings and provide information, documents and advice to members, if requested, given reasonable notice.

- 12 Any **recommendations** of the Working Group will be brought before the next convenient meeting of the Transport Committee, or in the case of urgent matters, be notified to the Chair of the Transport Committee and the Director, Transport Services as soon as possible.
- 13 As the information discussed at meetings may contain commercial or **confidential information** relating to bus operators and tenders, proceedings of the Working Group shall be kept private and confidential.
- 14 The **Members' Code of Conduct** of the Combined Authority applies to the members when they are attending this Working Group in their capacity as a member of the Combined Authority. However, the Code does not explicitly extend its requirements in respect of declaring interests to meetings of any Working Group. The Head of Legal and Governance Services has therefore advised that members of the Working Group should treat meetings of the Working Group as if they are a formal committee meeting for the purposes of disclosing interests and not participating in discussion where members have an interest in a matter. This will help members avoid breaching the principles of conduct set out in the Code relating to selflessness, and honesty and integrity. Any declaration or non-participation by a member should be recorded in the minutes for the meeting of the Working Group.

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**Report to:** West Yorkshire Combined Authority / Transport Committee

**Date:** 6 July 2018

**Subject:** **Support For Mobility**

**Director:** Dave Pearson, Director, Transport Services

**Author(s):** Kate Gifford, Neale Wallace

Is this a key decision?	<input checked="" type="checkbox"/> Yes <input 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:	

## 1 Purpose of this report

- 1.1 To consider how the Combined Authority uses its powers to procure bus services, to recommend revised Policy Guidelines and a programme for district by district a review to ensure funds deployed to support mobility are effective in meeting the Combined Authority’s objectives for inclusive growth.

### Policy context

- 2.1 The emerging Local Inclusive Industrial Strategy (LIS) sets out four grand challenges for West Yorkshire, including tackling stubborn deprivation and tackling the City Region’s productivity gap (with national and international peers) which is too large and continues to grow. The supported bus network currently plays a crucial role in providing access to jobs, healthcare and other key services for some of the most deprived areas of West Yorkshire, ensuring that people living in these areas do not suffer from transport poverty caused by lack of access to transport services.
- 2.2 A golden thread within the LIS is delivering inclusive growth. The bus network is a key element in being able to improve connectivity and reduce deprivation, both of which are seen as key components of delivering inclusive growth. The

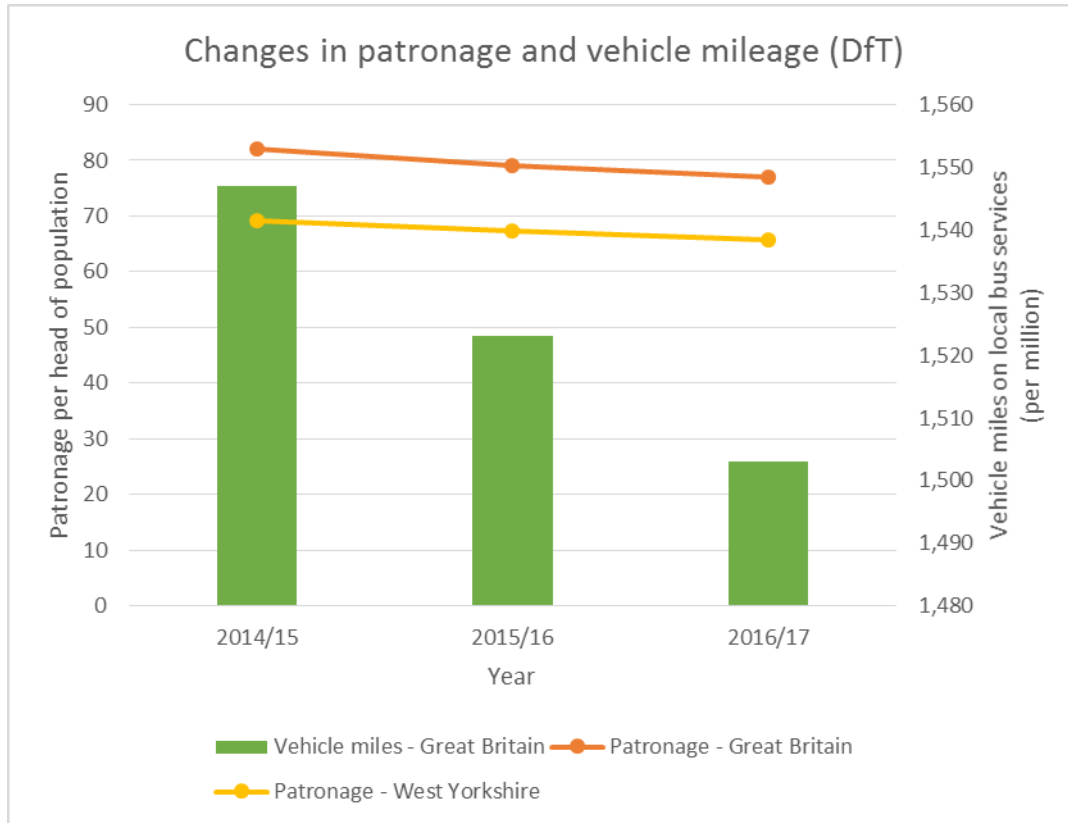
application of new technologies such as MaaS style apps can also help to improve access to employment, particularly in rural or disadvantaged communities and can assist in delivering transport services in new or innovative ways that will help to contribute towards achieving inclusive growth.

- 2.3 The West Yorkshire Strategic Economic Plan (SEP) sets out several key priorities for the Region that will help to deliver good growth, including:
- Good jobs, incomes and less inequality; and
  - Quality places, environment and [transport] connections.
- 2.4 The bus network across West Yorkshire provides essential links to employment opportunities for many residents and also ensures that job seekers are able to access new work opportunities. In addition, the provision of reliable and accessible bus services will help to ensure that economic growth in the region continues and that inequality can be tackled. A bus network that provides connections to key employment sites, education and training opportunities will also reduce social exclusion so that everyone can benefit from economic growth and the objectives set out in the SEP can therefore be achieved.
- 2.5 The Combined Authority's Bus Strategy was adopted in 2017 setting out objectives for the bus network across West Yorkshire – including a target of 25% growth in bus passenger journeys by 2027. The Interim Leeds Transport Strategy sets a more ambitious growth of 50% increase in bus journeys within Leeds by 2026. In order to achieve these objectives, the commercial and supported bus networks need to provide journey options to the key destinations that people are travelling to and where these services are not being provided by the commercial network, the case for supporting these services needs to be considered, particularly where alternative transport options are not available.
- 2.6 Young people under 25 are the customer group targeted to achieve the growth in bus patronage set out in the strategies. In Merseyside, the introduction of discounted tickets for young people stimulated an increase in passenger trips of over 10% in the first 12 months. The Combined Authority and bus operators are working together through the Bus 18 initiative are focused on developing ticket products which encourage young people to travel. A new My Day ticket will be launched in July and a more flexible approach will be taken to young people proving their eligibility for cheaper travel products. Fitting buses with connectivity technology including audio visual next stop announcements, wi fi and USB charging is also key to making the bus an attractive environment for under 25s.



### 3 Current trends

3.1 Bus patronage continues to fall nationally and in West Yorkshire. The following graph is based on the data published by the Department for Transport and illustrates this trend.



3.2 There is evidence that across all modes we are travelling less. The ‘baby boomers’ who are just entering retirement now have higher car ownership than previous generations and tend to drive more; this is evidenced by a slight reduction in the use of ENCTS free bus passes. Younger people (particularly males) in urban areas are far less likely to have a driving licence and subsequently drive less than previous generations. The increase in the amount of goods and services that are now available for delivery to people’s homes (including Deliveroo, Netflix and Amazon Prime) have also contributed to a decline in the amounts of leisure journeys being made<sup>1</sup>.

3.3 Recent years have also seen a growth in the use of taxis/ private hire vehicles driven by the convenience of smartphone app based booking systems such as Uber. Many of these customers were formerly bus users.

3.4 This would suggest that, whilst bus remains a key mode of travel to/ from employment in urban centres, its role in providing secondary journeys is reducing. Analysis of patronage on bus services funded by the Combined

<sup>1</sup> The First Report on the Commission on Travel Demand, 2018

Authority would support this with a noticeable decline in the use of bus services after 8pm in the evening over the last 10 years.

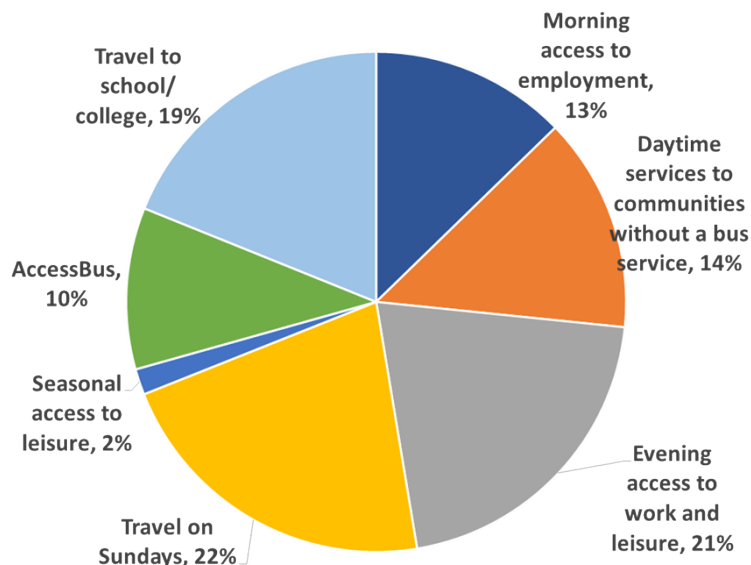
3.5 Bus companies are therefore adapting to the new environment within which they operate. The Combined Authority is reducing its funding for bus services by 20% which may also impact on the overall economics of the bus service. There has been a modest reduction in the overall miles operated by the industry in West Yorkshire over the last 5 years with no major loss of network however further patronage reductions may lead to a shrinkage of the network. Withdrawal of commercial bus services may bring pressure on elected members to support their reinstatement at public expense.

3.6 These changes in travel patterns, the changing role of the bus and the reduced funding position places greater emphasis on the Combined Authority to ensure the money it spends achieves objectives.

#### 4 The Combined Authority's current role in funding bus services

4.1 The Combined Authority has a duty under the Transport Acts to have regard to the availability of bus services in the region and has the powers to procure socially necessary bus services to supplement those services provided by operators commercially. Contracts are awarded to bus operators for the provision of these services in accordance with specific procurement regulations applicable to bus service support.

4.2 The Combined Authority currently spends £18.6 million per annum on bus services. The following graph illustrates how this funding is currently spent.



- 4.3 To date this provision has sought to supplement the existing bus network with scheduled services mostly operating on an hourly basis. Whilst appropriate for some communities, there may be more effective and efficient ways of linking the community to its local facilities and interchange.
- 4.4 In 2011, the former Integrated Transport Authority adopted policy guidelines for its support for local bus services. These sought to ensure the provision remained aligned to the Local Transport Plan and established metrics which ensured that value for money and an efficient use of expenditure. These guidelines were reviewed, updated and adopted by the Combined Authority in 2014 and have been effective in ensuring value for money. The costs of this activity have reduced by 25% since 2011 with no significant impact on service levels.
- 4.5 Given the trends set out in section 3, there is now a need to review how the Combined Authority procures transport services in order to;
- Ensure that it is supporting the Combined Authority's policies for inclusive growth;
  - Reflect the Combined Authority's three year budget strategy which seeks to reduce spend on procuring bus services from £19.1m in 2017/18 to c£15.8m by 2020/21;
  - Ensure the provision more closely matches the needs of the communities it serves and the priorities of the local authority;
  - Support the delivery of the Combined Authority's Bus Strategy; and
  - Reflect changes in customer travel patterns and expectations.
- 4.6 Expenditure on supported bus services is the largest discretionary element of the Combined Authority's revenue budget. In order to ensure it is contributing to inclusive growth it is necessary to ensure it is supporting mobility in the key communities it serves. For some communities this may mean continuation of existing bus services, for others a more innovative or cost effective solution may be needed. Close involvement with elected members and officers in the respective local authorities is needed to ensure the funding is targeted at local need. It is therefore proposed to revise the Combined Authority's approach to supporting mobility.
- 4.7 Recent analysis by local authority Heads of Finance indicates that the Combined Authority currently spends £11 per head of population on bus service/ mobility support. This is average for the northern city regions which range from £6 in South Yorkshire, £11.5 in Greater Manchester, £14 in Merseyside and £16 in the North East. The cost per capita in shire counties and unitary authorities with a lesser population density tends to be lower. As spend reduces in line with budget, the spend per capita in West Yorkshire (c £9.5) will become significantly less than average for northern city regions. More detailed benchmarking is under way with comparable regions to ensure the Combined Authority's provision is providing best value.

## **5 Evolving the Combined Authority's support for mobility**

- 5.1 Since January 2018, the process of renewing contracts for the current provision has proceeded with close engagement with lead members and officers of the respective local authority. Current contracts in Bradford and Wakefield have been reviewed and a procurement process has been implemented using the current policy guidelines with the aim of reducing costs in line with the reduced budget. A similar process in North Kirklees services is currently underway.
- 5.2 The policy guidelines have been reviewed in order to align the provision to the objectives of inclusive growth and to provide the mechanism to ensure value for money in the environment of reducing costs. Appendix A provides for revised Policy Guidelines to reflect the review process identified in this report. The key elements of this are:
- Service Commitment – to provide a link between the community and the nearest local centre/ transport hub;
  - Service Objectives – to align the provision against the principles of inclusive growth;
  - Appraisal – the tools used to assess the effectiveness and value for money of current services; and
  - Passenger Subsidy Benchmarks – the key measure of value for money shall be the subsidy cost of each passenger trip. If it costs more than £3 when each passenger uses the service then a cheaper solution must be found. The service may be withdrawn if the subsidy is more than £4 per passenger trip and no cheaper alternative can be identified.
- 5.3 Approximately 25% of the current spend provides access to public transport for communities who would not otherwise be provided with a bus service. These communities will remain the priority for service provision, it may be appropriate to adopt more innovative and cost effective service delivery models for such communities. Options for innovative solutions are identified in the next section of the report.
- 5.4 The provision of evening and Sunday services for communities which have a commercial bus service between 7am and 7pm on weekdays currently costs circa £5 million per annum. Whilst many of these services offer links into the evening and weekend economy, it may be more beneficial to redirect this funding to better support inclusive growth. It is therefore proposed that from 2019/20 the presumption will be that contracts for these services will not be renewed.
- 5.5 If members are minded to adopt the revised guidelines, a plan will be developed for each District with close engagement with local authority members and officers. This will identify the priority services needed to maintain access to public transport for those communities who would not otherwise have access. A plan for deploying the remaining funding (in line with the reduced budget) will be agreed for each District and reported to this

Committee. The timescale for implementation of these plans will be determined by the expiry of current contracts.

- 5.6 The AccessBus service is provided for those with limited mobility and supports the inclusive growth and independent living objectives. It is proposed to continue to provide this service however, in some districts, it may be appropriate to integrate the service more closely with other provision for this customer group. These options will be explored in the discussions with local authorities with regard to the provision of services in each respective area.
- 5.7 Once the process of developing plans for each area is complete, the collective plan will be considered by the Committee together with an implementation plan.

## **6 Evolving Mobility Services**

- 6.1 The Transport Committee in March 2018 considered a paper setting out new technology and Mobility as a Service (MaaS) can respond to changing customer expectations and offer a more cost effective way of deploying public funds to support mobility. Whilst the customer interface for MaaS requires technology and new approach to paying for travel, it also presents opportunities to deliver pre booked on demand transport services using more economic vehicles than a full sized bus.
- 6.2 The emerging Retail and Information Strategies which will be presented to Transport Committee later this year also establish the future role of ticketing and information in delivering a higher quality experience for bus passengers. In time this will include the provision of a Mobility as a Service style app that will encourage people to travel by bus by making the process of planning, booking and ticket purchase more seamless.
- 6.3 In addition, investment into infrastructure that will reduce congestion and help to improve bus journey times will be delivered through the Corridor Improvement Plans (part of the West Yorkshire Transport Fund) and the West Yorkshire Transport Strategy Implementation Plan High quality low emission bus vehicles will also be delivered through the Clean Bus Technology Funding and the Zero Emission Bus Roadmap which will help to encourage an increase in bus patronage.
- 6.4 The £173.5 million Connecting Leeds programme has identified capital funding to support the start-up costs of innovative solutions. Opportunities to provide similar investment elsewhere in the city region may arise through the Transforming Cities fund. Initial work has commenced on the following projects;
- A co-ordination service offering an enhanced service for older people utilising spare capacity in the social services, AccessBus and community transport fleets. The project will fund a pilot scheme in south Leeds building the capability to expand the service citywide.

- A demand responsive service in East Leeds aimed at supporting the housing growth in the area. Expressions of interest have been invited from prospective operators for this service.
- 6.6 Ongoing costs for such services may require funding from the Combined Authority by diversion of funds currently deployed on bus service support. It is expected that the funds agreed at district level set out in paragraph 5.5 could be available for this purpose.
- 6.7 In more remote rural communities it may be appropriate to adopt a devolved approach where funding is provided to community groups to operate services such as volunteer car and minibus schemes offering a more effective and cheaper alternative to a full sized bus service.
- 6.8 Structural change may be needed as the bus service adapts to changing customer demand, payment methods and funding sources, The Bus Services Act 2017 provides partnership and franchising governance models to ensure the service is meeting the needs of the local economy. Currently, the Combined Authority is adopting a partnership approach with bus operators to deliver its Bus Strategy. However if this approach is not delivering the service the region requires, it may become necessary to specify and procure the service through franchise contracts.

## **7 Financial Implications**

- 7.1 The implementation of these proposals is seeking to support a reduction in the budget for supporting mobility to £15.8 million from 2020/ 21.
- 7.2 The review of contracts in Bradford and Wakefield have reduced costs by 15% realising annual savings of £550,000 in line with the reduced budget.

## **8 Legal Implications**

- 8.1 The adopted Bus Strategy and the Policy Guidelines proposed in this report form the basis upon which the Combined Authority exercises its obligations under the Transport Acts.

## **9 Staffing Implications**

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

## **10 External Consultees**

- 10.1 Bus operators have been consulted in the preparation of this report through the Bus 18 Steering Group.

## **11 Recommendations**

- 11.1 That the Committee adopts the revised Policy Guidelines and programme for review in respect of its activities to support mobility as set out in this report.
- 11.2 That a plan for supporting mobility be developed in respect of each local authority area in close co-operation with elected members and officers of the respective Councils.
- 11.3 That a further report be presented to the Committee setting out the plans and programmes for supporting mobility in each local authority area together with an implementation plan.

## **12 Background Documents**

None.

## **13 Appendices**

Appendix 1 Guidelines in the provision of Local Bus Services

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## **GUIDELINES IN THE PROVISION OF LOCAL BUS SERVICES**

### **Service Commitment**

- The Combined Authority will aim to provide a transport service to link communities to the nearest transport hub (with regard to the availability of local shops and facilities) at which passengers can transfer onto regular public transport services for onward travel between 0700 and 1900 Monday to Sunday
- The type and nature of the transport service provided will have regard to the size and nature of the community and the predominant journey purpose (services that provide communities with access to the public transport network and opportunities for employment will be given highest priority)
- In determining access to a service, the Combined Authority will consider a community has access to a service if the majority of households in a community are within a safe walking distance of 600m (10 minutes walk) to a bus or rail service have regard to the local geography, topography and demographics.

### **Service Objectives**

Services funded by the Combined Authority must meet the following objectives:

- Assist in getting people to employment and training
- Support people and communities without access to private transport
- Provide an alternative to less sustainable modes and contributes to a lower carbon economy and improved air quality
- Deliver value for taxpayers' money

### **Appraisal of Current Services**

The following will be used to assess the performance of services against the Service Objectives;

- Analysis of current passenger use data and, where appropriate, surveys of users
- Socio demographic data and mapping
- Local plans and strategies
- Feedback from elected members, community organisations and council officers

In order to determine value for money the following metrics will be used;

- A. Industry average cost per operating hour - £40.16
- B. Operating cost per mile at an average 13mph = £3.09
- C. Fare yield per passenger trip £1.67

The above metrics will be reviewed annually in line with Retail Price Index and indices applicable to the transport industry. They will be used in the evaluation of tenders for the provision of services and will be used to calculate the estimated net cost of new services

## Passenger Subsidy Benchmarks

The value

- Where the subsidy per passenger trip exceeds £3 alternative provision at a lower cost will be considered.
- Where the subsidy per passenger trip exceeds £4 a service will not be provided.

Applying the metrics to the Passenger Subsidy Benchmarks provides the following rule of thumb in evaluating value for money for bus services.

<b>Withdrawal</b>	<b>Review and seek lower cost alternative</b>	<b>Continued Support</b>	<b>Commercially provided</b>
10 or less passengers per hour	11 to 14 passengers per hour	More than 14 passengers per hour and less than 24	24 or more passengers per hour

## Communities Impacted By Withdrawal Of Commercial Services

The Combined Authority will not replace any withdrawn commercial bus service on a like for like basis. It will however obtain data from the incumbent bus operator and will assess the impact of the loss of service on the communities serviced using the Service Objectives and Passenger Subsidy Benchmarks.

Where the provision of a service is justified under these guidelines a procurement process will take place to assess the cost of providing a new service linking the community to the nearest transport interchange.



**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Developing the next Integrated Transport Block Programme for the 3 year period 2019-22**

**Director:** Liz Hunter, Interim Director of Policy and Strategy

**Author(s):** Steve Heckley, Ambrose White

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

## 1 Purpose of this report

- 1.1 To seek endorsement of proposed principles, approach and timetable for the development of detailed programmes for years three to five (2019-2022) of the Integrated Transport block-funded programme, as part of the overall West Yorkshire Transport Strategy Implementation Plan 2017-2022.

## 2 Information

### Background

- 2.1 The West Yorkshire Combined Authority adopted the West Yorkshire Transport Strategy 2040 in August 2017. The Transport Strategy is a single plan with multiple funding streams, including Local Transport Plan Integrated Transport (IT) and Highway Maintenance (HM) block grant allocations provided by the Department for Transport (DfT), plus the West Yorkshire-plus Transport Fund (which uses Local Growth Funds), and any other grant or aligned partner funding that becomes available.
- 2.2 The Transport Strategy will be delivered through a series of five year Implementation Plans (IP) that contain specific programmes and projects. The first of these five year IP covers the period 2017-2022.

- 2.3 The Integrated Transport (IT) block element is granted by government to local transport authorities to provide funding for the delivery of smaller scale improvements to transport networks and facilities, to be spent at local discretion. IT block funding is relatively small (at approximately £13.1m per annum for West Yorkshire) compared to Local Growth Fund and other grants, but it provides a very useful element of flexibility and responsiveness to local needs in delivering the Transport Strategy.
- 2.4 The Transport Committee oversees delivery of the IT block funding. The approval of individual schemes delivered by the Combined Authority as part of the IT block programme has been sought from Transport Committee under the current delegation in place for schemes up to £3 million. In future, commencing with the financial year 2019-20, schemes delivered by partner Councils will also be progressed through the Combined Authority's Assurance Framework.
- 2.5 The Combined Authority meeting of 6 April 2017 approved a West Yorkshire Integrated Transport block-funded programme for the five year period 2017-2022, following earlier endorsement of a draft programme by Transport Committee at its meeting on 24 February 2017. The approved IT block programme included:
- A detailed year one (2017-18) and year two (2018-19) programme of schemes to be delivered by the Combined Authority and partner Councils - with schemes identified within seven programme areas that matched the six core themes of the Transport Strategy, plus an allocation to management and monitoring of the programme. Appendix 1 shows the split of funding between these programme areas for the first two years combined;
  - Indicative allocations for year three (2019-20), four (2020-21) and five (2021-22) - with a requirement for a mid-term review to consider delivery within the first two years of the programme and any changes to circumstances and priorities.
- 2.6 To enable a draft programme to be submitted for approval by the Combined Authority to enable delivery to commence in the 2019-20 financial year, it is now proposed to commence a mid-term review and development of the detailed programme for the period 2019-22.
- 2.7 The expected scale of IT block funding for the three year period 2019-22 is a total of £39.3 million.

### **Principles to guide development the IT block programme for years 3-5**

- 2.8 Officers from the Combined Authority and partner Councils have developed the following principles by which it is proposed to guide the development of the IT block programme for years three, four and five (2019–22):
- The current programme structure and balance of funding should be reviewed given input received to-date and the potential to create greater simplicity and flexibility within the programme;

- Guidance will be sought from elected members throughout the process of programme development, to maximise the responsiveness of the programme to local needs;
- The programme should be framed by the adopted and emerging policy development across the Combined Authority and partner Councils, including particularly:
  - The West Yorkshire Transport Strategy 2040 adopted in 2017, including the 6 core themes and 67 policies;
  - The full set of Transport Strategy indicators and targets adopted by the Combined Authority in May 2018 to provide the Performance Management Framework for the Transport Strategy - These include modal targets to grow the use of sustainable transport (- walking, cycling, bus, train) and to reduce the number of trips made by private car, in addition to improving road safety, customer satisfaction with public transport services and the condition of transport infrastructure, and access to opportunity;
  - The strategic policy framework currently being developed as part of the Local Industrial Investment Strategy.
- Maintain a focus on improving the performance and quality of bus and rail services and facilities, including technological improvements, as set out in the 'One System Public Transport' and 'Smart Choices' themes of the Transport Strategy - but to recognise that delivery of these core themes will be funded in larger part by industry partners or from other programmes such as the West Yorkshire-plus Transport Fund and the Leeds Public Transport Investment Programme (which is the subject of a separate Item 11 report to this Committee) and potentially a successful Transforming Cities Fund bid (which is in development and has been previously reported to Transport Committee);
- The remainder of the IT block programme to be simplified around a focus for the next three years on two key areas of delivery:
  - **Asset renewal** - Improving the 'Road Network' and 'Asset Management and Resilience' are core themes of the Transport Strategy, and "getting the asset right" for all road users was identified as a priority by a Transport Committee workshop held in December 2017. The focus would be on ensuring that current highways and transport assets are in good condition and achieve standards that provide high levels of satisfaction and safety for users. Investment from the IT block would be supplementary to the circa. £25m per annum spend from the Highway Maintenance block (which is targeted to roads, streetlights and bridges/structures) and might include e.g. the renewal of traffic signals and other traffic management equipment, improvements to bus shelters and stations and the repair of cycle and walking routes;
  - **Healthy Streets** - This is suggested as a potential umbrella approach to focus and coordinate the delivery of community and sustainable/active travel initiatives identified in the 'Inclusive Growth, Environment, Health and Well-being' and 'Places' core themes of the

Transport Strategy. The focus would be on creating healthy and safer streets, which work well for all people and help them live active, healthy lives, and might include e.g. the delivery of local traffic management and neighbourhood improvements, road safety initiatives and play-streets, new walking and cycling schemes and initiatives to tackle air quality.

### **Proposed timetable for developing the IT block programme for years 3-5**

2.9 The following approach and timetable is proposed for developing the three-year programme:

#### *Agree programme shape*

- Review current programme in July 2018, in respect of:
  - Current five year IP programme structure and indicative allocations against programme areas to consider fit with emerging priorities since approval of the programme in April 2017, through liaison with officers from the partner Councils;
  - Performance on delivery to-date of the agreed programme, including spend performance against forecast, outputs delivered, emerging delivery risks and resource availability.
- Initial elected members' workshop with Transport Committee members and partner Council Portfolio Holders to be held (- date to be confirmed for late July / early August) to provide a steer on programme shape, priorities and potential schemes;

#### *Detailed programme development*

- Identification of schemes for inclusion in the programme to take place between August 2018 and October 2018, through liaison with officers from the partner Councils;
- A draft of the emerging programme to be reported to the meeting of the Transport Committee on 9 November 2018, to enable further input from elected members, together with proposals for management of the programme and proportionate application of the Combined Authority's Assurance Framework;

#### *Formal approval of programme by partners*

- Transport Committee endorsement of a final draft programme at its meeting in January or March 2019;
- Combined Authority approval of a final programme at its meeting in February or April 2019;
- Approval by individual partner Councils - expected between January and April 2019;
- Approval of expenditure for individual schemes or programmes to follow in line with an agreed approach to the Combined Authority's Assurance Framework.

### **3 Financial Implications**

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

### **4 Legal Implications**

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

### **5 Staffing Implications**

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

### **6 External Consultees**

6.1 Officers of the West Yorkshire partner Councils have been involved in developing the principles, approach and timetable for development of the LTP IT block funded programme for the years three to five (2019-2022) of the Transport Strategy Implementation Plan, and provided input to this report. The partner Councils will continue to be involved in the process of detailed programme and scheme development identified in paragraph 2.9.

### **7 Recommendations**

7.1 That Transport Committee endorse the proposed principles, set out in paragraph 2.8, for development of detailed programmes for years three, four and five (2019 to 2022) of the LTP Integrated Transport block-funded programme;

7.2 That Transport Committee endorse the proposed approach and timetable, set out in paragraph 2.9, for development of the detailed programmes for years three, four and five (2019 to 2022) of the LTP Integrated Transport block-funded programme.

### **8 Background Documents**

Report to the West Yorkshire Combined Authority Transport Committee, 24 February 2017, Item 9 “Transport Strategy Implementation Plan 3 – LTP Integrated Transport block programme”

Report to the West Yorkshire Combined Authority, 6 April 2017, Item 14 “Integrated Transport Block Programme”

### **9 Appendices**

Appendix 1: Allocation of funding between programme areas for the first two years of the Integrated Transport block-funded programme (2017-19).

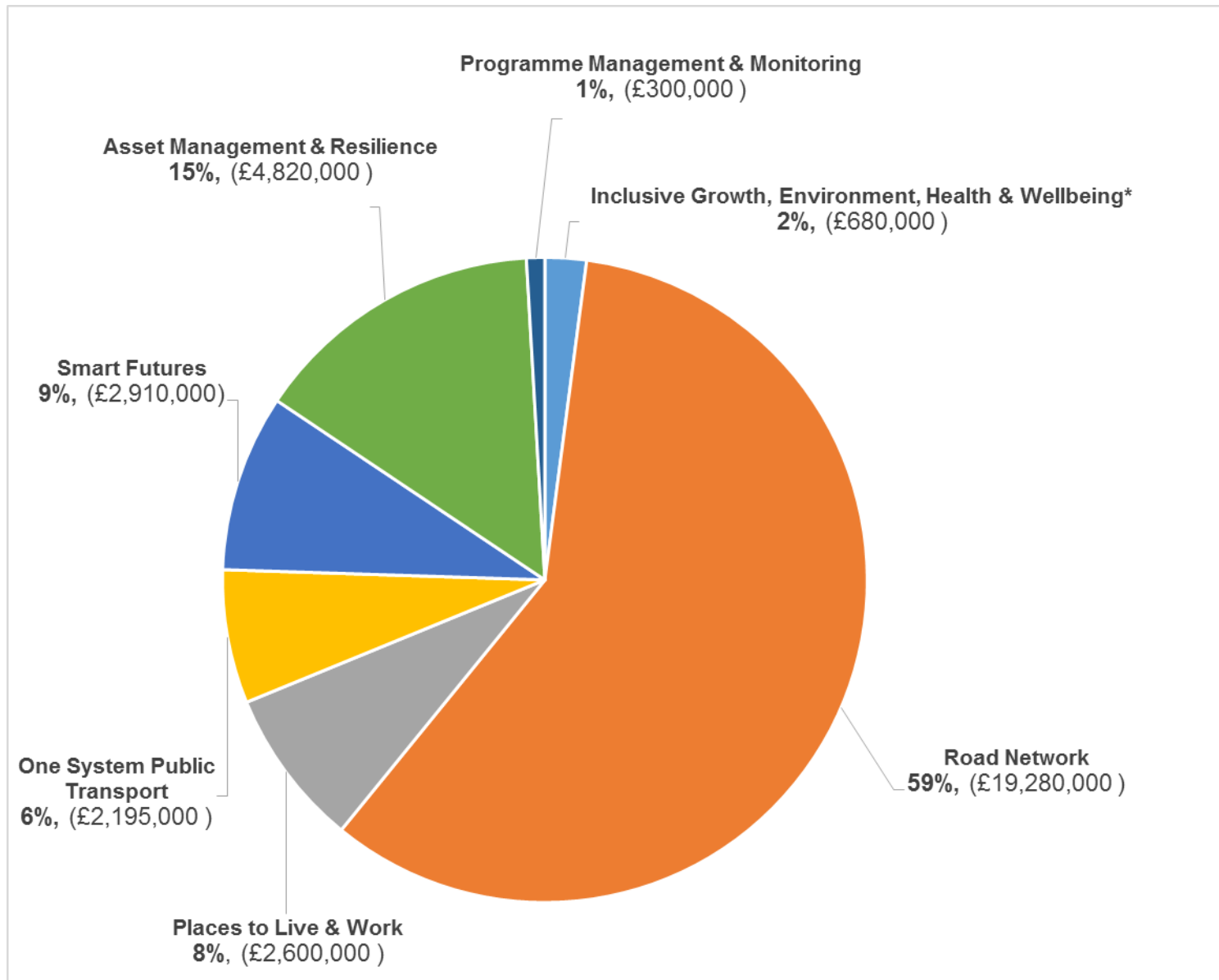
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## INTEGRATED TRANSPORT (IT) BLOCK-FUNDED PROGRAMME 2017-19

The chart below shows the allocation of funding between programme areas for the first two years of the West Yorkshire Transport Strategy's IT block-funded programme.

Combined Year 1 (2017-18) and Year 2 (2018-19) allocations = Total Funding of £32,785,000



\*The core theme of 'Inclusive Growth, Environment, Health and Well-being' also operates as a cross-cutting theme - with elements of funding and delivery within other programme areas e.g. the Road Network theme, which shows the largest funding allocation, included expenditure on Safer Roads initiatives (£8m over 2 years) and Cycling schemes (£7m over 2 years).

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**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Approach to strategic and development planning matters relating to transport**

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**Director:** Liz Hunter, Interim Director of Policy and Strategy

**Author(s):** Michael Long

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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:	

## 1 Purpose of this report

- 1.1 To update the Committee on the Combined Authority’s approach to strategic and development planning matters.

## 2 Information

### Context

- 2.1 The Strategic Economic Plan (SEP), sets out the overarching policy priorities relating to the Combined Authority’s input into the planning process. Planning is a cross cutting policy area that has an impact on a number of the SEP priorities but particularly is focused on delivering policy area 4 (Infrastructure and Growth).
- 2.2 Many developments will have an impact on the transport network, either by generating more car traffic, increasing the number of people who use public transport or altering the highway infrastructure in some way. They may also impact on peoples’ lives in terms of whether or not they can access key facilities.
- 2.3 The Transport Strategy has a significant emphasis on ‘places to live and work’ to promote inclusive growth. This is reliant on influencing planning policy

decisions at both a strategic level, through shaping local plans, and at a development management level, by providing technical advice and securing mitigation on new development schemes.

- 2.4 From an environmental perspective, the West Yorkshire Low Emission Strategy (WYLES) outlines what the key challenges are in relation to air quality within West Yorkshire and how, we can deliver cleaner air for all to create a healthier place for people to live, work and visit. The WYLES has been endorsed by all the West Yorkshire partner authorities. One key strand of the WYLES has been the development of an Air Quality & Planning Technical Guide to help assess the air quality impact of developments and ensure mitigation measures are incorporated into development proposals.  
The Combined Authority's Role
- 2.5 The Duty to Cooperate became a statutory requirement on the 15 November 2011. It is a legal duty on Local Planning Authorities and certain public bodies (including the Combined Authority) to engage constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation relating to strategic cross boundary matters. The key legislation governing the Duty to Cooperate is the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011.
- 2.6 As part of the Duty to Cooperate process, local planning authorities in West Yorkshire are required to complete a pro forma in relation to both the SEP and Transport Strategy which details how their development plan documents comply with our policies. The duty does not require development plans to agree / comply with the Combined Authority policy but they have to provide a narrative of why this is the case.
- 2.7 At their meeting on the 17 September 2015 the Combined Authority approved recommendations relating to the role of the Combined Authority in adding value to the Duty to Cooperate, planning process and strategic planning through the Planning Review.
- 2.8 The Planning Review was written, in part, to articulate the role of the Local Enterprise Partnership (LEP) and the spatial planning activities of the West Yorkshire Combined Authority. Included in the Planning Review were 36 recommendations of which some related to the Combined Authority's role with respect to development management (including seeking planning obligations) and strategic planning (input into the development of Local Plans).
- 2.9 The Planning Review set out under recommendation 7 that;  
*West Yorkshire Combined Authority to continue to provide consultation responses on planning applications relating to transport matters to WY authorities; responses will provide comments and practical guidance (including recommendations relating to planning gain) to ensure that development proposals are aligned and contribute to meeting the objectives of the Local Transport Plan / emerging Single Transport Plan and LPA's transport policies. Responses to other LCR authorities will be provided where the development would have an impact on WY.*

Recommendation 12 states that;

*West Yorkshire Combined Authority to engage in local plan preparation of all Leeds City Region authorities (both informal, early engagement and at publication draft stages) on both transport and economic development matters.*

- 2.10 Whilst both the development management and spatial planning elements of our work are discrete work areas, they are related and are underpinned by the same policy context as set out above.

#### Interventions

- 2.11 To help meet the planning review recommendations, the general approach has been to seek contributions for:
- Public transport infrastructure (i.e. Bus Shelters, contributions to major schemes such as the Leeds Station Southern Entrance)
  - Revenue support for public transport services (i.e. new or enhanced bus services) and;
  - Measures to influence travel behaviour (ITB) (i.e. Residential Mcard Scheme).
- 2.12 Planning applications are assessed on their own merits and interventions are negotiated with the applicants and the relevant local planning authority. The Combined Authority is not a statutory consultee for planning applications. The types and scale of intervention the Combined Authority recommends to the local planning authority are aligned to the impact that the development will have on the public transport network.
- 2.13 Based on the contributions received since 2010, 60% of the funding is aligned to public transport infrastructure. The remaining is equally split between revenue support for public transport services and ITB measures.
- 2.14 The Combined Authority monitor the level of contributions secured through the planning process from West Yorkshire Local Planning Authorities. As not all planning consents progress to a point where these contributions can be drawn down, we also monitor the value of contributions the Combined Authority has received.
- 2.15 As the year of planning approval is not necessarily the same as the year the money is received, the CA tend to look at these data sets separately.
- 2.16 Since 2010 (up to December 2017), in partnership with local planning authorities, interventions to the value an average of £7,700,000 per annum have been secured through Section 106 agreements or planning conditions that relate to transport activities procured or provided directly by the Combined Authority. Over the same time period the Combined Authority have been paid on average £2,100,000 per annum for these transport interventions. A

summary of the planning application responded to this year to date is provided in Appendix 1.

- 2.17 As the way in which people access and use public transport changes, the approach to seeking contributions from developers and how the funding is used will need to adapt too. The recently adopted Transport Strategy takes a more holistic approach to transport policy and puts an emphasis on the role transport can have on place making.
- 2.18 The transport strategy still includes traditional modal split targets for West Yorkshire, the policies in the strategy also seek to deliver a transport system also supports inclusive growth, serving the needs of businesses and people, and enhancing prosperity, health and wellbeing for people and places across West Yorkshire. It is proposed that this broader approach to improving transport should be embedded into our planning activities, both for the development of local plans and development management including:
- **maximise accessibility** – to ensure that developments are accessible to public transport, good pedestrian and cycle links and to local facilities;
  - **Reduce the over reliance on car use**– to reduces congestion levels that in turn will have a positive impact on air quality;
  - **Make best use of existing infrastructure** – Locating close to existing transport infrastructure improves accessibility and helps build the case for additional services by generating more trips to/from an area;
  - **Design for active travel** – assists in reducing the reliance on the car and as well as reducing car dominance in town and city centres to improve the attractiveness of our places;
  - **Mitigate impacts of development and maximise opportunities**- to ensure growth can happen in a sustainable way and to mitigate any negative impacts of the extra travel generated by this growth.
- 2.19 With respect to transport and development planning, a significant amount of accessibility analysis for all West Yorkshire local authorities in relation to their site allocations has been undertaken. This information has fed into wider sustainability appraisals of site allocations undertaken by the local authorities.

### **3 Financial Implications**

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

### **4 Legal Implications**

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

### **5 Staffing Implications**

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

## **6 External Consultees**

6.1 The paper has been shared with the Heads of Planning of partner councils.

## **7 Recommendations**

7.1 That Transport Committee notes the information and endorses the approach to securing developer contributions in paragraph 2.17 and 2.18.

## **8 Background Documents**

None.

## **9 Appendices**

Appendix 1 - LCR Heads of Planning Update - Local Plan and Planning Application Responses

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## LCR Heads of Planning Update

### West Yorkshire Combined Authority – Local Plan and Planning Application Responses

**Updated:** 05/06/2018

This document is an information item for the LCR Heads of Planning. It provides a record of WYCA consultation responses to districts across Leeds City Region. These responses are listed within three groups:

- development plan preparation;
- strategically significant planning applications; and
- other planning application responses (including those relating to detailed transport matters).

#### Development Plans

<b>Date of WYCA Response</b>	<b>District Plan / Policies</b>	<b>Summary of WYCA Response</b>
16 Oct 2015	Wakefield Retail and Town Centre Local Plan Wakefield Leisure, Recreation and Open Space Local Plan	<ul style="list-style-type: none"> <li>• Both documents in general conformity with the existing LCR SEP.</li> <li>• Both documents are aligned with the current LTP3 and emerging Single Transport Plan (STP).</li> </ul>
16 Nov 2015	Leeds Site Allocation Plan	<ul style="list-style-type: none"> <li>• Officer response on transport matters</li> </ul>
4 March 2016	Kirklees Draft Local Plan	<ul style="list-style-type: none"> <li>• Confirmation of conformity with the SEP and STP</li> <li>• Support for the identification and prioritisation of development within Spatial Priority Areas</li> </ul>
29 April 2016	Bradford Waste Management DPD; ShIPLEY and Canal Road Corridor AAP; Bradford City Centre AAP	<ul style="list-style-type: none"> <li>• Alignment of all three documents with the SEP and emerging STP</li> <li>• Support for development of AAPs within two SEP Spatial Priority Areas</li> </ul>
29 April 2016	Leeds Holbeck Urban Village, South Bank SPD	<ul style="list-style-type: none"> <li>• Confirmation of conformity with the SEP</li> <li>• Support for development as SEP Spatial Priority Area</li> </ul>
3 August 2016	Bradford Site Allocations DPD (Scope and Content of the Plan)	<ul style="list-style-type: none"> <li>• Support for the ongoing development of the Site Allocations DPD</li> </ul>

		<ul style="list-style-type: none"> <li>• The CA will support the Council to undertake accessibility appraisals of the sites.</li> </ul>
9 September 2016	York Local Plan Preferred Sites (2016)	<ul style="list-style-type: none"> <li>• Support for the ongoing development of the Local Plan</li> <li>• Confirmation of conformity with the SEP and STP</li> <li>• Support for SPAs and Strategic Sites</li> </ul>
2 December 2016	Kirklees Local Plan (Revised)	<ul style="list-style-type: none"> <li>• Confirmation of conformity with the SEP and STP</li> <li>• Support for the identification and prioritisation of development within Spatial Priority Areas (North Kirklees Growth Zone, Chidswell, Cooper Bridge and Enterprise Zones) and other strategic growth locations</li> </ul>
20 December 2016	Barnsley Local Plan (Publication Version)	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Support for proposed growth within growth corridors and Barnsley town centre Spatial Priority Area</li> </ul>
16 August 2017	Craven Local Plan	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Alignment with the principles of the WY Transport Strategy.</li> <li>• Encouraged that growth is to be supported by measures to improved connectivity to the wider Leeds City Region.</li> </ul>
September 2017 (approval pending)	Calderdale Local Plan	<ul style="list-style-type: none"> <li>• General conformity with SEP and confirmation that the plan will help to achieve WY Transport Strategy targets.</li> <li>• WYCA recognise this is an early consultation and would like the opportunity to have further input into the allocation and policy development for Halifax Town Centre as a Strategic Priority Area.</li> </ul>
29 November 2017	East Leeds Extension Development Framework SPD	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Alignment with the principles of the WY Transport Strategy.</li> <li>• Support of delivery of the Spatial Priority Area</li> </ul>
20 December 2017	South Bank Leeds Regeneration Framework SPD	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Alignment with the principles of the WY Transport Strategy.</li> <li>• Support of delivery of the Spatial Priority Area</li> </ul>

20 January 2018	Calderdale Infrastructure Delivery Plan	<ul style="list-style-type: none"> <li>• Technical comments to update the existing documents.</li> </ul>
9 March 2018	Harrogate District Local Plan Publication Draft	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Alignment with the principles of the WY Transport Strategy.</li> </ul>
23 March 2018	Leeds Core Strategy Review	<ul style="list-style-type: none"> <li>• Confirmation of alignment with the SEP</li> <li>• Alignment with the principles of the WY Transport Strategy.</li> </ul>

### Strategically Significant Planning Applications

Date of WYCA Response	Proposal / Site	Summary of WYCA Response
31 March 2016	Proposed manufacturing facility – Cummings Turbo Technologies. Ainley Top (16/00272/FUL, Calderdale)	<ul style="list-style-type: none"> <li>• General alignment with the SEP and supports sustainability of one of the SEP's target sectors (advanced manufacturing).</li> <li>• Consistency with WYTF interventions relating on the A629 and Ainley Top roundabout.</li> </ul>
15 July 2016	150 dwelling development and associated infrastructure. Castleford Growth Corridor (16/00959/FUL, Wakefield)	<ul style="list-style-type: none"> <li>• Support for residential development and investment within an SPA.</li> <li>• Consideration of travel planning and sustainable transport options.</li> </ul>
23 June 2017	Employment development (use classes B1, B2 and B8) at Land of Gain Lane, Thornbury, Bradford (17/02463/MAO, Bradford & 17/02285/OT, Leeds)	<ul style="list-style-type: none"> <li>• Support for economic development and regeneration within a SPA and LCR Enterprise Zone site.</li> <li>• Request for enhanced access to the site by non-car modes through improved surfacing / lighting of routes to the site.</li> </ul>
16 <sup>th</sup> Aug 2017	Proposed synchronous gas powered standby generation facility, plus ancillary infrastructure and equipment at Parry Lane, Bradford (17/02353/FUL, Bradford)	<ul style="list-style-type: none"> <li>• Principle of investment and development within a strategic location (m62 corridor) and Enterprise Zone (EZ) is welcomed.</li> <li>• The proposal is inconsistent with LCR EZ programme and objectives which focuses on the growth of advanced and innovative manufacturing.</li> <li>• A preferred solution would see a more efficient use of land.</li> </ul>
08 Sept 2017	Redevelopment of the existing A-Safe Unit to include additional office, warehouse and	<ul style="list-style-type: none"> <li>• General alignment with the SEP and WY Transport Strategy.</li> </ul>

	manufacturing accommodation at Elland (17/00508/FUL Calderdale)	<ul style="list-style-type: none"> <li>• Support for expanding an established manufacturing business with the potential to provide skilled jobs.</li> </ul>
08 Sept 2017	Mixed use development including up to 850 residential units (C3), business uses (B1), commercial uses and a hotel at the Former Tetley Brewery site, Hunslet Road, Leeds (17/02501/OT, Leeds)	<ul style="list-style-type: none"> <li>• Support for mixed use development as a Strategic Priority Area, SEP alignment confirmed.</li> <li>• Response also provided on land ownership issues (the red line boundary includes land owned by WYCA).</li> </ul>
12 Sept 2017	Residential development of 171 dwellings. Reserved matters pursuant to outline approval 13/02623/hyb for appearance, landscaping, layout and scale with associated public open space, highway infrastructure and sustainable drainage systems (17/02079/REM)	<ul style="list-style-type: none"> <li>• Support for residential development as a Strategic Priority Area, SEP alignment confirmed.</li> </ul>
12 March 2018	Demolition of existing buildings and structures forming part of the listed mill complex (17/02995/FUL)	<ul style="list-style-type: none"> <li>• Support for mixed use development as a Strategic Priority Area, SEP alignment confirmed.</li> </ul>

Other Planning Application Responses from 1 January 2018<sup>[1]</sup>

District	Minor	Major	Total
<b>Bradford</b>	19 (41)	6 (25)	25 (66)
<b>Calderdale</b>	6 (14)	1 (5)	7 (19)
<b>Kirklees</b>	20 (55)	10 (29)	30 (84)
<b>Leeds</b>	11 (39)	13 (28)	24 (67)
<b>Wakefield</b>	7 (21)	4 (10)	11 (31)

<sup>[1]</sup> Responses from 1 January 2018 to 1 April 2018 within West Yorkshire only. Includes responses relating to detailed transport matters only. Figures in brackets represent figures for 2017 (Calendar year)



**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **City Region Transport Update**

**Director:** Dave Pearson, Director, Transport Services

**Author(s):** Alistair Ryder/Ambrose White/ Asif Abed

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:	

## 1 Purpose of this report

1.1 To provide the Transport Committee with an update on current issues.

## 2 Information

### Bus18 Update – My Day Ticket for Under 19s

- 2.1 My Day, a new all-day, “go anywhere” bus ticket for West Yorkshire’s young people will be launched on Monday 9 July. The My Day ticket has been developed as part of the Bus 18 initiative. To ensure that My Day is the product that Under 19s want, Bus18 initiative members Arriva, First, Transdev and West Yorkshire Combined Authority along with the West Yorkshire Ticketing Company, held focus groups with the Youth Parliament’s Transport Committee. The young people were involved in developing the look and the name of My Day and were keen for it to be an affordable price.
- 2.2 A typical return trip into the local town or city centre would cost a young person around £3. The current Half MetroDay ticket is an unlimited “go anywhere” day ticket costing £2.75 and is only available to holders of an

eligibility Photocard issued by West Yorkshire Combined Authority. The My Day ticket will be available at an introductory price of £2.60 which will stay in place until 31 December. To encourage young people who do not generally travel by bus, they will not be required to present a Photocard to buy the My Day ticket. Older looking under 19s may be asked by the driver for proof of age.

#### Bus Hotspots Programme Revision

2.3 The Bus Hotspot ‘Punctuality & Reliability’ programme is a programme of works to key junctions to improve bus punctuality. The programme of total value of £1.037m was approved by Transport Committee on 7 July 2017. The programme is funded by the National Productivity Investment Fund (£600k) and the Local Transport Plan (£437k). The Transport Committee of 16 March 2018 endorsed a revised programme developed with officers of each partner council of Wakefield, Bradford, Calderdale, and Kirklees.

2.4 Subsequent discussions have been held with officers of Kirklees Council who advise that one scheme is no longer in the scope of the programme, however three alternative schemes demonstrate value for money, will deliver time savings to buses and can be delivered within the programme budget and timescale. This revision can be accommodated in a programme revised as follows;

District	Original Programme		Revised Programme (June 2018)		Cost Variance
	Schemes	Cost	Schemes	Cost	
Kirklees	5	£143,000	7	£167,161	+£24,161
Total Cost inc Contingency	<b>£168,740</b>			<b>£200,592</b>	<b>+31,852</b>

The revised Bus Hotspot Programme Budget is set out below:

District	Schemes	Cost	Inc Contingency
Bradford	10	£285,300	£342,360
Wakefield	8	£129,000	£154,800
Kirklees	7	£167,161	£200,592
Calderdale	1	£164,450	£197,340
<b>Total Cost inc Project Management Costs</b>			<b>£959,785</b>
<b>Programme Budget</b>			<b>£1.037m</b>

#### Ultra-low Emission Bus Scheme

2.5 The Department for Transport has announced a £48 million Ultra-Low Emission Bus Scheme competition for capital funding towards ultra-low and zero emission buses. The competition is open to bus operators and local/combined authorities for up to 75% of the additional technology cost of

an ultra-low emission bus over its internal combustion engine equivalent. Grant funding is also available towards the refuelling/charging infrastructure to support operation. Bids are expected to be no greater than £5 million and the deadline for application is Monday 16 July 2018.

- 2.6 The majority of the region's bus services are commercial with vehicle investment led by operators. The West Yorkshire Combined Authority is engaging with operators to encourage applications to this scheme to ensure investment in ultra-low emission buses in the region. The Combined Authority is committed to improving local air quality as part of delivering 'inclusive growth' for the region. This announcement follows successful applications by the Combined Authority to the DfT Low Emission Bus Scheme and Clean Bus Technology Fund to support bus operators and create cleaner, lower emission fleets in the region.

#### New Ultra Low Emission Buses for Leeds Park & Ride

- 2.7 Following a successful bid by the Combined Authority to a previous round of low emission bus funding, eight brand new ultra-low emission hybrid electric buses were introduced in June to Leeds Park & Ride replacing the current diesel fleet. The introduction of vehicles will deliver significant fuel and CO2 improvements along the city's Park & Ride routes as well as cleaner air for all. The striking new buses with new green (Elland Road) and orange (Temple Green) liveries come with leather seats, free Wifi, USB points and audio visual screens.

#### Department for Transport (DfT) Cycle City Ambition - Cycle Safety Funding 2018/19 - Calder Valley Cycle Route

- 2.8 As reported to Transport Committee in March 2018, the Combined Authority submitted two applications for schemes that improve road safety, helping to create more bike-friendly areas – A653 Dewsbury Road Beeston, Leeds; and Rochdale Canal towpath improvement (Todmorden to Hebden Bridge)
- 2.9 On 12 June 2018 government announced that the Rochdale Canal towpath improvement scheme had been successful in securing £1.5 million in funding. The scheme will be delivered through the CityConnect programme, and will result in a 6km stretch of the Rochdale Canal towpath between Hebden Bridge and Todmorden being resurfaced and widened, building on improvements currently underway on the 10km section between Hebden Bridge and Sowerby Bridge, and linking the two communities with a traffic free route for cycling and walking.

#### Transforming Cities Fund

- 2.10 Following input from the Committee, the first-stage Leeds City Region bid has been submitted to government for the Transforming Cities Fund, aiming to secure significant investment to upgrade the City Region's transport network. The bid has been backed by the Leeds City Region Enterprise Partnership (LEP) alongside private sector businesses and industry bodies

including the West and North Yorkshire Chamber of Commerce, Confederation of British Industry (CBI) and Institute of Directors (IoD) Yorkshire and Humber.

- 2.11 The submission sets out proposals to improve public transport along four key routes in the City Region and upgrade connections to eight rail stations. The bid is focused on transforming transport connections for those communities most in need of access to jobs, services and education. Priorities set out in the submission including creating healthy streets, supporting cycling and walking as well as exploring the opportunities offered by new technology. Cutting harmful emissions and investing in new technologies to make it easier and more affordable to travel around the region are also central to the proposals.
- 2.12 A key focus of the submission is the need for investment at Leeds Station to ensure it is ready for the arrival of HS2 and seamlessly integrates high speed services with Northern Powerhouse Rail, upgraded local services and other transport connections.
- 2.13 The bid is supported by the University of Leeds and through the next stage the Combined Authority would look to develop innovative transport solutions for the 21st century that will not only improve accessibility and mobility but also improve productivity through investing in industry-leading research and development.
- 2.14 The submission does not set out detailed plans at this stage. These will be developed as part of the next stage of bidding if the Combined Authority's first-stage submission is successful. Discussions are already taking place with bus operators over the potential for them to invest alongside money secured from the Government.

#### DEFRA Clean Air Strategy Consultation

- 2.15 On 22 May 2018 the Department for Environment, Food and Rural Affairs (DEFRA) launched a public consultation of its draft Clean Air Strategy. The online consultation includes a questionnaire seeking comment on the proposed actions and whether any additional measures should be considered. The Strategy document and questionnaire can be accessed here: <https://consult.defra.gov.uk/environmental-quality/clean-air-strategy-consultation/>. The deadline for responding to the questionnaire is 14 August 2018.
- 2.16 The strategy sets out the government's priorities for reducing public exposure to, and environmental damage caused by a range of pollutants including particulate matter, ammonia, nitrogen oxides and sulphur dioxide. It has been developed to address wider air quality challenges than solely roadside nitrogen dioxide emissions - addressed in the DEFRA 'UK Plan for Tackling Roadside Nitrogen Dioxide Concentrations' published in July 2017.



- 2.17 The strategy targets several sectors considered primary sources of emissions including transport, industry, energy generation and agriculture. In relation to the transport sector it sets out the following measures;
- Rail – increased research and investment in alternative fuel technology, signposting measures to decarbonisation the network including a plan to remove diesel only trains by 2040, and identification of significant air quality concerns at rail stations.
  - Aviation – signposting to a new aviation strategy to be published in 2018 that will address emissions from planes and airport related pollution.
  - Vehicles - commits to reduce non-exhaust based particulate emissions from brakes and tyre wear through research and innovation.
  - Freight – support to understand how modal shift to rail freight can best address emissions especially when linked with zero emission last mile deliveries
- 2.18 The strategy reaffirms its support for active travel and public transport as key conduits to reducing transport sector emissions. It also on vehicles and actions to reduce emissions from non-road mobile machinery.
- 2.19 The Combined Authority is drafting a response that will include key points of the Transport Committee ‘Air Quality Update’ paper discussed on 25 May 2018. The response will re-emphasise the Combined Authority’s commitment to work with partner councils to reduce emissions from all sectors, but there is a need for robust national policy levers and adequate devolved funding to significantly improve local air quality. A draft consultation response will be circulated to Transport Committee members and the Green Economy Panel for comment prior to submission.
- 2.20 The government is also due to publish a ‘Road to Zero’ strategy in summer 2018 that will set out its plan to have no purely diesel and petrol engine vehicles sold by 2040.
- 2.21 On 21 June 2018 Councillor Susan Hinchcliffe, Chair of the Combined Authority attended a National Clean Air Summit in London which brought together local leaders to share ideas and promote clean air. The summit concluded with a call on government to develop joined-up actions to tackle air pollution on a national and regional scale.

#### Leeds Clean Air Zone Consultation

- 2.22 The statutory consultation on the proposed clean air charging zone in Leeds was launched by the Council in June. After receiving almost 9,000 responses to the first phase of consultation, the council has now revised plans as follows;
- A new, smaller boundary area –to lessen the economic impact on businesses but at the same time retaining the benefits of improved air quality areas across the city.
  - Changes to daily charges - a revised tariff has been included in the latest proposals,

- A review of licensing conditions for the taxi and private hire trade in Leeds - including support and finance packages to help assist the trade in the move to petrol hybrid and electric vehicles.
- The ambitions for the city after 2020 – the public and businesses will be asked about what they believe the council should be doing post 2020 to address air pollution in the city. Whether this means car free days in the city, a low emission zone in the city centre or other innovative ideas.

2.23 The Council is asking Government for support to accredit HGV retrofits and help smaller companies finance the change, along with a national register of private hire and taxis to ensure all relevant vehicles entering the zone are charged proportionately, as well as support for Leeds taxi and private hire driver to upgrade to hybrid and electric vehicles. On a national level, the Council are pushing for a nationwide policy on intercity charging that would see vehicles only charged once per day regardless of the number of Clean Air Zones that were entered.

2.24 The consultation will run for six weeks and close on 12 August 2018 to enable a full business case to be submitted to Government in September in line with the timescales set for the city. Officers of the Combined Authority are supporting and assisting the Council in this process.

#### High Speed Rail Industry Leaders Conference

2.25 A High Speed Rail Industry Conference was held in Leeds on 12<sup>th</sup> June 2018 involving rail industry experts, businesses and political leaders. The aim of the conference was to understand how HS2 will stimulate private sector investment and regeneration. Cllr Susan Hinchcliffe was involved in a panel discussion looking at how HS2 will align with Northern Powerhouse Rail (NPR). Some salient points from the conference included:

- The construction phase of HS2 will create 25,000 jobs and provide great opportunities for SME's
- Across the North both HS2 and NPR will provide real opportunities for young people, will reduce income inequality and improve graduate retention.
- HS2 will connect more than 50% of the UK population and is not just about linking the North to London as it will bring Leeds, Manchester and Birmingham all within an hour's journey time of each other.
- The rail industry needs to ensure 'millennials' are involved more in transport decisions. They are the least engaged group but are the ones that will be utilising the transport systems in the future.

### **3 Financial Implications**

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

### **4 Legal Implications**

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

## **5 Staffing Implications**

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

## **6 External Consultees**

6.1 No external consultations have been undertaken.

## **7 Recommendations**

7.1 That the updates provided in this report are noted.

7.2 That Members endorse the revision to the Bus Hotspots Programme as set out in paragraph 2.4.

## **8 Background Documents**

None

## **9 Appendices**

None

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**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Leeds Public Transport Investment Programme Update**

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

**Author(s):** Lisa Childs

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:	

## 1 Purpose of this report

- 1.1. This report provides an update on the Leeds Public Transport Investment Programme (LPTIP), the scheme and package development during 2017/18 and the first quarter of 2018/19. It also sets out the next steps for delivery.

## 2 Information

### Background

- 2.1 The schemes within this report are an important part of early moving of Leeds towards the Connecting Leeds Vision which looks to create:

- A world-class connected city, that allows seamless end to end public transport journeys internationally, nationally, regionally and locally.
- An ambitious city, that attracts and plans for inclusive growth.
- A smart city that embraces innovative technology to efficiently use, manage and maintain the transport network.
- A people-focused city, with well-connected neighbourhoods and a city centre that's easily accessible for everyone.
- A healthy city, that allows more people to walk, cycle and be more active, with reduced traffic and emissions to create cleaner air.

- 2.2 In December 2016 Leeds City Council (LCC) Executive Board agreed the submission of an outline strategic case for the LPTIP to Department for Transport (DfT) for £173.5 million for public transport. With anticipated local and private sector contributions the total investment package is worth circa £270 million. At present the total public funding confirmed comprises the contributions from DfT (£173.5 million), LCC (£8.8 million) and the West Yorkshire Combined Authority (£0.97 million) totalling £183.3 million. It is this £183.3 million of investment which is monitored through the Combined Authorities assurance process
- 2.3 In June 2017 the Investment Committee approved the spend total of up to £15.31 million from the £173.5 million to progress the programme and carry out feasibility design. This programme of improvements is being jointly developed by LCC and the Combined Authority.
- 2.4 The outline strategic case proposed a package of public transport improvements that, taken together, will deliver a major step change in the quality and effectiveness of our transport network. Headline proposals, include:
- A new Leeds High Frequency Bus Network – over 90% of core bus services will run every 10 minutes between 7am and 8pm;
  - Development of three new rail stations for key development and economic hubs serving Leeds Bradford Airport, Thorpe Park and White Rose;
  - 2,000 additional bus and rail park and ride spaces.
  - 1,000 more bus stops with real time information;
  - Making three more rail stations accessible at Cross Gates, Morley and Horsforth;
  - Creating 21st Century interchanges around Vicar Lane, the Headrow and Infirmary Street and improved facilities in our district centres;
  - Providing improved connectivity across areas.
- 2.5 In addition investment by bus companies to provide new, comfortable, and more environmentally clean buses with free wi-fi and contact-less payments which will achieve an estimated reduction of up to 90% in bus related NOx emissions by 2020. The first of these buses have been in service since April on the routes between Headingley and Beeston via City Centre. .
- 2.6 The aims and ambitions of this package of public transport improvements have been informed by the ongoing Transport Conversation and the schemes have been selected to deliver the following aspirations:
- Move forward the goal of doubling bus patronage from 2016 levels within 10 years;
  - Support economic growth by unlocking transport constraints in key growth areas and across the city;
  - Align with the emerging Leeds Transport Strategy, West Yorkshire Transport and Bus Strategies, as well as the national/pan northern

growth strategies including High Speed Rail and Northern Powerhouse Rail;

- Improve health outcomes especially air quality by reducing transport emissions and making a significant contribution towards compliance with Department for Environment Food and Rural Affairs legal requirement of the city;
- Complement the existing schemes being delivered through the West Yorkshire plus Transport Fund such as Leeds City Centre Package and the Corridor Improvement Programme;
- Reflect the key messages from the Transport Conversation in terms of improving public transport operation and quality;
- To leverage match funding from the private sector, both public transport providers and developments / businesses who will benefit from the public investment;
- Cognisance of and adaptability for the delivery of the longer term strategy.

### Delivery

2.7 Early in March a review meeting was held with DfT who agreed the revised programme structure and financial & programme reporting format. DfT are very focussed on the partnership being able to commit and spend the £173.5 million by the end of 2021.

2.8 The Programme is divided into a number of packages, each having their own package leads and boards.

Package	Projects	Lead	Status
Bus priority corridor	A61 North A647 A58 A660 A61 south Lawnswood	LCC -	Public consultation is in progress ahead of detailed design and business case development.
Park & Ride	Alwoodley Gates Stourton Elland Road (phase 3)	LCC	Planning applications are being developed for all three sites
Rail	Rail accessibility New Pudsey P&R Airport Parkway station Thorpe Park station White Rose station Leeds station	CA	New Pudsey park & ride outline business case is being drafted. The new stations have had strategic outline business case submissions to DfT in the past few weeks and are making good progress.
Bus network	Transport Hubs & connecting communities Realtime Core network transformation Leeds bus station Community transport Low emissions	CA	Additional realtime displays will be installed in bus shelters later in the year. Designs are being developed for free standing displays. Community committees will be consulted on the finalised programme of works to develop hubs and connecting communities.

2.9 On the 21st of April 2017 the Government confirmed the release of the £173.5 million funding. One of the conditions from the DfT is that improvement schemes funded by the £173.5 million must be substantially complete by 2020/21. In addition LCC and the Combined Authority have given approval for contributions of £8.8 million and £0.97 million respectively towards the programme.

Since June 2017 key progress on the programme has included:

- LCC Appointed a development partner (WSP) to identify issues, potential solutions and feasibility design for schemes to improve bus journey times and patronage;
- An extensive consultation programme for corridors and city centre gateways is now in progress.
- Continuing to work with the expert panel in developing the strategy that underpins the proposals;
- Commencing feasibility design on the initial schemes in the bus corridor package. Progressing the expansion of Park and Ride sites in Leeds;
- The first phase of bus fleet upgrades are now in service.
- Technical feasibility studies progressing in preparation for the public consultation in Summer 2018 on new Rail Stations at Leeds Bradford Airport, Thorpe Park and White Rose;
- Schemes identified to improve the accessibility of Morley, Cross Gates and New Pudsey Rail Stations;
- Commencing procurement of delivery partners for contract award in July 2018 to carry out detail design and construction of the LPTIP highway schemes.

### **3 Financial Implications**

3.1 In April 2017 Investment Committee approved an initial £15.3 million of expenditure to allow the partnership to begin development of the schemes within the programme. In addition to this, further approvals have been granted which include £500,000 for development of the airport parkway station, £1.74million for Realtime, and £500,000 for Leeds Station masterplan. Giving a total approved to date through the assurance process of £18.04 million.

3.2 Financial re-profiling has been challenging due to the tight timescales being imposed by DfT, and the challenges of delivering complex schemes within the timescales and budgets identified. Future funding of the new rail stations projects is yet to be identified as the LPTIP programme is only covering project development.

3.3 The profiled spend for 2018/19 is currently £15 million, though it is likely to be challenging to meet these targets given the embryonic nature of many of the schemes within the programme. The partnership are working hard to accelerate delivery wherever possible.



## **4 Legal Implications**

- 4.1 There are no legal implications directly arising from this report. A LPTIP programme funding agreement is in place between the Combined Authority and LCC.

## **5 Staffing Implications**

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

## **6 External Consultees**

- 6.1 External consultations have been undertaken as part of the wider LPTIP development. This will be an important and ongoing part of the programme.

## **7 Recommendations**

- 7.1 That Transport Committee notes the progress made in moving the schemes within the LPTIP programme forward.

## **8 Background Documents**

- 8.1 None

## **9 Appendices**

Appendix 1 – Programme Board structure

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# LEEDS PUBLIC TRANSPORT INVESTMENT PROGRAMME

## WYCA Investment Committee/LCC Executive Board

### Programme Board

SRO Gary Bartlett, Deputy SRO Dave Pearson

Board Members: Martin Farrington, Andrew Hall, Liz Hunter , Lisa Childs

### LPTIP Programme Executive (PE)

Programme Mgt & Support Programme Finance, Governance, Cost Control, Risk mgt etc.

Rail – 3 LPTIP and Elland Stations  
Chair: Liz Hunter  
Package Lead: Rebecca Cheung

Bus Delivery & Network Board (to include Benefits Realisation)  
Chair: Dave Pearson  
Package Lead: Kate Gifford/Helen Ellerton

Bus Street Infrastructure (P & R, Corridors, & Gateways)  
Chair: Gary Bartlett  
Lead: Andrew Wheeler

Communication and Engagement Board.  
(Connecting Leeds incl. Expert Panel and LCC All Party Group, & LPTIP)  
Chair: Gary Bartlett  
Lead: Vanessa Allen / PPPU

Advisors: Legal, Land and Property, Development and Delivery Partners

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**Report to:** Transport Committee

**Date:** 6 July 2018

**Subject:** **Summary of Transport Schemes**

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

**Author(s):** Craig Taylor / Dave Haskins / Cath Pinn

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:	

## 1 Purpose of this report

- 1.1 To inform the Transport Committee of the transport related West Yorkshire and York Investment Committee (the Investment Committee) recommendations from its meeting of 5 June 2018.

## 2 Information

- 2.1 The recommendations for projects that were made by Investment Committee meeting in June 2018, are due to have been approved at the West Yorkshire Combined Authority (the Combined Authority) meeting on 28 June 2018 or delegated for approval to the Combined Authority's Managing Director.
- 2.2 The following projects were presented at the Investment Committee meeting on 5 June 2018. Further information for each project can be found in **Appendix 1**. The full agenda and papers for the Investment Committee meeting on 5 June 2018 can be found on our [website](#).

## **Capital Spend and Project Approvals**

### **Leeds Integrated Station Masterplan**

- 2.3 A Leeds integrated station will transform Leeds rail station into a world class gateway for the city region which integrates High Speed rail, Northern Powerhouse Rail and classic rail services, including the TransPennine route upgrade. It will also act as a catalyst for wider growth, in particular the regeneration of the adjacent south bank Leeds area and create jobs.
- 2.4 This masterplanning project is funded from the Leeds Public Transport Investment Programme and will fund development and feasibility work and some quick win interventions.

### **Real Time Bus Information**

- 2.5 To deliver an additional 1,000 real time display units across the Leeds area. The project is funded by the Leeds Public Transport Investment Programme (LPTIP).

### **Ultra Low Emissions Vehicles (ULEV) Taxi Scheme**

- 2.6 To deliver 88 taxi rapid charge point sites. The project is funded from the Department for Transport to Office for Low Emission Vehicle (OLEV) grant scheme. The project is part funded by the Local Transport Plan (LTP).

### **Leeds Station Gateway - New Station Street Improvements (change request)**

- 2.7 To significantly improve the environment for pedestrians on New Station Street and around the entrance to the main concourse of Leeds station. Change request to extend the scheme's completion date by six months, from December 2018 to June 2019.

### **Harrogate Road New Line – Junction Improvement (change request)**

- 2.8 To improve the Harrogate Road / New Line Junction to create a new junction to reduce congestion, increase safety provision for cyclists and pedestrians and support delivery of significant new housing developments together with longer term development opportunities. Change request to increase indicative approval to £6.765 million, approve development costs of £585,000 and an addendum to the existing funding agreement with Bradford Council for £585,000.

### **A65-A658 Airport Link Road Project (change request)**

- 2.9 To enable growth in the City Region economy through improving road access to Leeds Bradford Airport, as part of a wider package of transport improvements in north west Leeds. Change request to increase development budget from £855,000 to £1.830 million for more comprehensive business case work for three full options and expanded scope to improve the A65.

### **Further Capital Spend Proposals following 'Call for Projects'**

- 2.10 Following the call for projects in Autumn 2017, proposals regarding progression of the following West Yorkshire Combined Authority supported projects, for funding through the West Yorkshire plus Transport Fund (Transport Fund) and Local Growth Fund, were put forward for consideration by the Combined Authority's assurance process. The Combined Authority approved on 1 February 2018 that a number of schemes progress to Expression of Interest stage for consideration, which will increase the chances of meeting the Authority's contracted Local Growth Fund outputs around new jobs created and new homes delivered.

#### **Institute for High Speed Railways and System Integration - Phase 1**

- 2.11 A three phase scheme with the ambition of helping to unlock the full potential of high speed rail, nationally and globally. Phase 1 will create two initial world-leading test facilities for the new institute in Leeds. Phase 1 will be funded through the Combined Authority's Growth Deal and University of Leeds match funding. The strategic case includes a high level value for money assessment which indicates that the project will offer good value for money. Further work is needed on business the case.

#### **Leeds Inland Port**

- 2.12 The scheme to deliver a new wharf facility at Stourton in Leeds to enable the transportation of freight from the Humber estuary into Leeds. The project will be funded from the Combined Authority's Growth Deal and Canal and Rivers Trust match funding.

#### **Gateway to Huddersfield - Phase 1**

- 2.13 The project covers the rail station and its environs providing additional entrances to the station, highway improvements, creation of a taxi hub and the purchase of land for later phases. The project will be funded from the Combined Authority's West Yorkshire Plus Transport Fund.

#### **CityConnect Cycle City Ambition Programme (CCAG) Phase 1 and 2 Extension**

- 2.14 A programme of eight projects which aim to deliver 19km of high quality cycle infrastructure across West Yorkshire, building on the existing CCAG programme. The Phase 1 and 2 extension will be funded from Combined Authority's West Yorkshire Plus Transport Fund and Combined Authority DfT funding.

#### **Rail Park and Ride Programme Phase 2**

- 2.15 A programme of car park extension schemes at West Yorkshire commuter railway stations. The scheme will be funded from Combined Authority's West Yorkshire plus Transport Fund and Leeds Public Transport Investment Programme. Due to the commercial nature of these land purchases information on these sites has been provided in exempt Appendix 2.

## **Leeds City Centre Package (change request)**

- 2.16 This is a transformational programme in Leeds City Centre to creating a world class gateway for the city. It will facilitate the expansion of the city centre, the regeneration of South Bank and supports Leeds in becoming High Speed 2 (HS2) and Northern Powerhouse Rail ready. The works required will involve closing City Square to general traffic, improvements to Armley Gyratory, highways reconfiguration on Leeds Southbank and junction works to the M621. Change request for an increase to the Combined Authority total funding contribution to the project from £36.5 million to £79.6 million to incorporate the secured Local Public Transport Investment Programme funding and over-programming against the West Yorkshire plus Transport Fund.

### **3 Financial implications**

- 3.1 The report outlines for information expenditure from the available Combined Authority funding as recommended by Investment Committee.

### **4 Legal implications**

- 4.1 The payment of funding to any recipient will be subject to a funding agreement being in place between Combined Authority and the organisation in question.
- 4.2 The information contained in **Appendix 2** is exempt under paragraph 3 of Part 1 to Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of the appendices as exempt outweighs the public interest in disclosing the information as publication could prejudice current and future decision making.

### **5 Staffing implications**

- 5.1 A combination of Combined Authority and District partner project, programme and portfolio management resources are identified and costed for within the schemes in this report.

### **6 External consultees**

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

### **7 Recommendations**

- 7.1 None.

### **8 Background documents**

- 8.1 None.



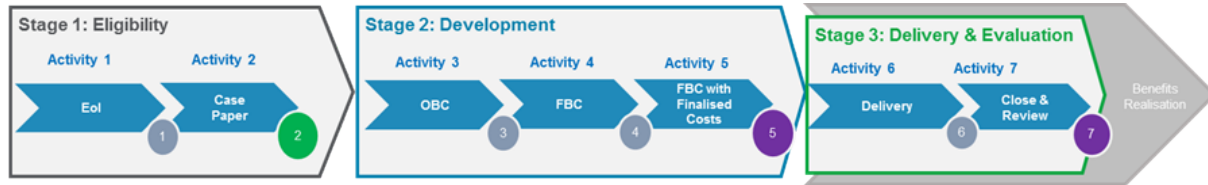
## **9 Appendices**

9.1 **Appendix 1** - Further information on transport related projects that were presented at the West Yorkshire and York Investment Committee on 5 June 2018.

**Appendix 2** – Exempt appendix Rail Park and Ride phase 2

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**Detailed information on transport related schemes considered by the West Yorkshire and York Investment Committee on 5 June 2018 ('Capital spending and project approvals' and 'Further capital spend proposals following the 'Call for Projects').**



## **Projects in Stage 1: Eligibility**

### **Leeds Integrated Station Masterplan (decision point 2 - case paper)**

#### **Background**

The Leeds Integrated Station Masterplan (LISM) is a key deliverable of the Leeds Growth Strategy and the West Yorkshire Transport Strategy which are closely aligned with the Strategic Economic Plan. It is part of the wider Leeds Public Transport Investment Programme (LPTIP). LISM is focused on transforming Leeds Rail Station into a world class gateway for the City Region which integrates High Speed rail (HS), Northern Powerhouse Rail (NPR) and core rail services, including the TransPennine route upgrade. It will also act as a catalyst for growth accelerating economic development within the Leeds City Region, in particular the regeneration of the adjacent South Bank Leeds area which at 300,000 sq.m of commercial development is one of Europe's largest regeneration schemes. The masterplan project also aims to cater for future rail demand and the doubling of rail passengers using the station through early development and feasibility work.

Following a public consultation in late 2017, this next piece of work on LISM is focused on developing a strategic outline business case and overall concept design prior to the parliamentary submission (HS2b Hybrid Bill 2019). It will also provide clarity on the scope, nature and context of the individual projects required to incorporate the existing rail station, HS2, NPR and the City's South Bank regeneration. Completion of this work will enable the development of an overarching LISM programme which will establish a package of short, medium and long term schemes for Leeds Station, as well as roles and responsibilities to deliver LISM.

This element of work will draw down funding from the Leeds Public Transport Investment Programme to cover early development and feasibility work and some quick win interventions which are identified in the overarching LISM programme

The overarching LISM masterplan will effectively serve as a roadmap in ultimately delivering the new integrated station. The masterplan provides a strong foundation in which to develop robust business cases for the individual scheme components to justify government funding and attract private investment. The component projects will be delivered by the respective partner organisations who are members of the Leeds Station Joint Working Group. The cost to deliver all elements of the LISM is

anticipated to be in the region of £500 million. The funding for the delivery of the new station is not included in this proposal.

### **Outputs, benefits and inclusive growth implications**

The Leeds Integrated Station Masterplan will contribute towards the objectives of the Leeds Growth Strategy, the West Yorkshire Transport Strategy and will directly support the Strategic Economic Plan Priority 4 through providing infrastructure for growth that enhances places, transforms connectivity, maximises Gross Value Added, minimises carbon impacts and enables all businesses, people and places to have access to opportunities.

It is expected that the wider overall station masterplan project, which the work to be approved enables, will deliver:

- A combined Leeds Rail Station which will cater for the capacity and growth of the existing rail services, the requirements of the future connectivity improvements in the region and proposed Northern Powerhouse Rail and HS2 Services (excluding track infrastructure);
- A world class gateway to the Leeds City Region and into Leeds with enhancements to the public and urban spaces including a revitalised waterfront, improved Dark Arches and a new inner linear park (Arbour) providing additional retail, commercial and hospitality space; and
- Creation of a catalyst to the regeneration of the South Bank area of Leeds.
- This scheme is anticipated to support inclusive growth through increasing access to employment and productivity growth through boosting connectivity between rail services and other forms of transport as part of the creation of a world class gateway hub for the Leeds City Region.

The wider scheme is expected to deliver over 5,000 jobs directly and in part a further 40,000 jobs indirectly across the city of Leeds and the wider City Region. Initial indications demonstrate that the scheme is expected to deliver high value for money and a strong benefits to cost ratio.

### **Risks**

The main risks facing the scheme and mitigating actions are as follows:

- Funding availability for the delivery of all the components of the Leeds Integrated Station Masterplan. This will be considered as part of the further business case development and preparation of a supporting Funding and Financial Strategy for the wider scheme programme;
- Funding coming forward from multiple agencies at a time when it is needed, thus needing a coordinated approach. This again will be considered as part of the further business case development and preparation of a supporting funding and financial strategy for the wider scheme programme;
- The 30-year vision for the Leeds Integrated Station Masterplan not being maintained, particularly in relation to HS2 route and progress changes and

delivery happening concurrently. This will be managed through the wider programme governance; and

- Multiple authorities and delivery partners involved in the delivery of the various Leeds Integrated Station Masterplan programme components, each with their own views, aspirations and understanding of the assurance processes. This will be managed through the wider programme governance.

## Costs

The total cost to deliver this element of the masterplan project is £6.32 million of which £5 million will be funded by the Combined Authority (to be funded from the Leeds Public Transport Investment Programme (LPTIP), £320,000 from the LCR HS2 Growth Strategy and West Yorkshire Plus Transport Fund and Network Rail is anticipated to provide a further £1 million match funding support to cover their internal costs for scheme development.

Development costs of up to £1 million are requested in order to progress the scheme to decision point 3 (outline business case).

## Timescales

The project is entering into stage 2: development in the assurance pathway and it is expected that the outline business case will be completed by October 2019, followed by the completion of the full business case with finalised cost by July 2020.

- Construction will commence July 2020 for the short term / quick win elements of the Leeds Integrated Station Masterplan which are to be funded out of the Leeds Public Transport Investment Programme;
- Construction to complete March 2021 for the short term / quick win elements of the Leeds Integrated Station Masterplan which are to be funded out of the Leeds Public Transport Investment Programme; and
- Construction of the remaining short, medium and long elements of the Leeds Integrated Station Masterplan have yet to be determined but are anticipated to continue up to 2040s in line with strategic rail initiative programmes such as High Speed 2.

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision Point 3 (outline business case)	Recommendation - Programme Appraisal Team Approval - the Combined Authority's Managing Director delegated decision
Decision Point 5 (full business case with finalised cost)	Recommendation - Programme Appraisal Team Approval - the Combined Authority's Managing Director delegated decision

**Tolerances**

<b>Project tolerances</b>
That the total project costs remains within 10% of the costs identified within this report; and
That the project delivery timescale remains within three months of the timescales identified within this report.

**Project responsibilities**

<b>Senior Responsible Officer</b>	Liz Hunter, Combined Authority
<b>Project Manager</b>	Rebecca Cheung, Combined Authority
<b>Combined Authority case officer</b>	Adam Kendall Ward

**Appraisal summary**

Leeds Integrated Station Masterplan has a strong alignment to the Strategic Economic Plan and Transport Strategy, and demonstrates a clear ability to deliver against the objectives of increasing access to employment, unlocking development, accelerating the regeneration of South Bank Leeds, and contributing towards economic growth within the City Region. The project will help to create a world class gateway into the Leeds City Region, boost connectivity through proving seamless integration of rail services with multiple modes of transport, and create an enhanced public environment both within and outside of the station building.

Latest rail patronage growth forecasts from the rail industry provide a strong evidence base for the demand for the project, to increase capacity and accessibility of Leeds Station, capitalise on opportunities offered by major rail initiatives such as HS2, and boost connectivity between rail services and other modes of transport.

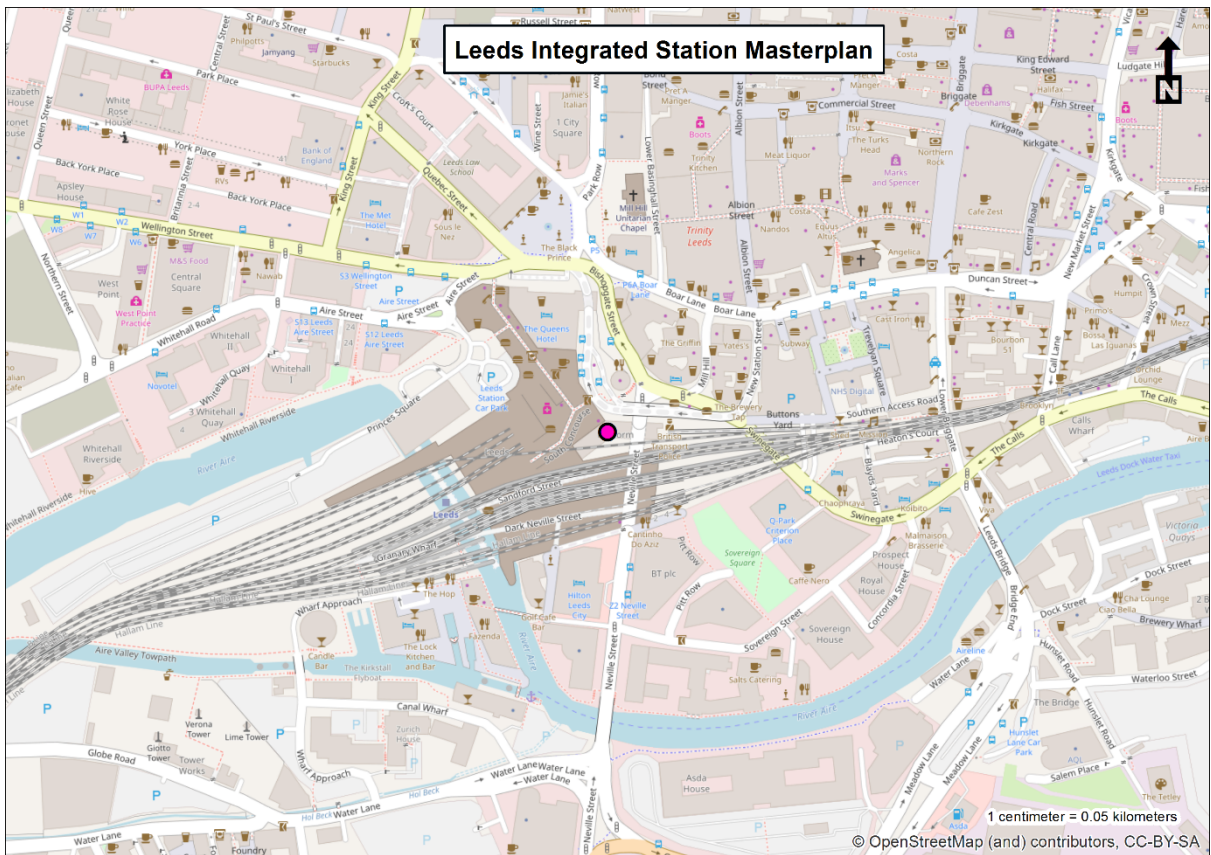
**Recommendations**

That Investment Committee recommends to the Combined Authority that:

- (i) The Leeds Integrated Station Masterplan project proceeds through decision point 2 and work commences on activity 3 (outline business case);
- (ii) An indicative approval to the total project value of £6.32 million of which £5 million will be funded by the Combined Authority (to be funded from the Leeds Public Transport Investment Programme (LPTIP), £320,000 from the LCR HS2 Growth Strategy and West Yorkshire Plus Transport Fund and £1 million match funding from Network Rail, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs);
- (iii) Development costs of up to £1 million are approved in order to progress the scheme to decision point 3 (outline business case);
- (iv) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 3 and 5 through

a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

# Location





## **Projects in Stage 2: Development**

### **Real Time Bus Information (decision point 3 - outline business case)**

#### **Background**

The Real Time project is a scheme that has been developed as part of the Leeds Public Transport Investment Programme (LPTIP) which has been approved by Department for Transport (DfT). 'Real time' is the name given to the display boards at bus stops which show the real time of the next bus. There are currently 520 real time displays within bus shelters in the Leeds area, most of which are located in the city centre. Research has shown them to be popular with public transport users.

This scheme will deliver an additional 1,000 real time display units at bus stops across the Leeds area. Overall this will promote the local bus network in Leeds and improve the offer for existing customers as well as growing the market by attracting new customers. Along with other measures in LPTIP this scheme will contribute to the overarching aim of doubling bus patronage within Leeds in the next 10 years.

The project will also allow the development of branding and infrastructure on key corridors which will improve the customer experience and complement the investment being made by operators in service frequency and improved bus fleets on these key routes.

The project is being managed by the Combined Authority with approved suppliers who have good experience of delivering and installing real time units. Initial designs for the units have been developed and costed.

#### **Outputs, benefits and inclusive growth implications**

The project will contribute to the overall objectives of the LPTIP programme which aims to:

- Move on the trajectory towards doubling bus patronage from 2016 levels in 10 years;
- Significantly improve air quality and reduce carbon emissions, particularly in the city centre;
- Support economic growth and job creation by creating almost 2,000 new jobs which will generate a Gross Value Added of over £200 million p.a.;
- Reduce road congestion;
- The benefit to cost ratio for this scheme has been assessed at 2.6:1 due to the cost savings of those customers who will be able to use the new system.
- This scheme supports inclusive growth through increasing access to employment and productivity growth through providing access to sustainable transport.

## Risks

The key risks for the scheme, together with mitigating actions, are:

- Capacity for production of screens delays delivery - mitigated by an initial order having been placed for 490 units to commence delivery and achieve value for money by procuring within real-time evolution project framework.
- Higher than expected costs to supply power - mitigated by a reserve list of stops which have been identified if costs to install power to bus stops is excessive at particular locations.
- Lack of resident demand for real time screens in proximity to homes – consultation to be carried out; reserve list identified to mitigate this risk.

## Costs

The total cost to deliver the project is £7.2 million to be funded through the LPTIP.

Development costs of £1.74 million is requested for the purchase and installation of the first 490 units and bus shelters with existing power supply along the core network (£1.64 million) and for funding a project manager (£100,000).

## Timescales

The project is advanced and it is expected that the full business case with finalised costs will be completed by August 2018.

- Construction will commence September 2018
- Construction to complete March 2021

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision Point 5 (full business case with finalised costs)	Recommendation - Programme Appraisal Team Approval - the Combined Authority's Managing Director delegated decision

## Tolerances

Project tolerances
That the total project cost remains within 10% of the costs identified within this report.
That the project delivery timescale remains within four months of the timescales identified within this report.

## Project responsibilities

<b>Senior Responsible Officer</b>	Dave Pearson, Combined Authority
<b>Project Manager</b>	Michael Ramsey, Combined Authority
<b>Combined Authority case officer</b>	Ben Manuja

## Appraisal summary

The project has a clear fit within the LPTIP programme and will be one of the key drivers to kick start the LPTIP and start to achieve the benefits.

There is evidenced demand for the project, to increase customer satisfaction with existing bus users and the highly visible nature of the units is anticipated to drive demand from non-bus users.

The Combined Authority has good knowledge and experience of delivering this type of scheme and has well trusted suppliers, so is confident in delivering the project competently within budget and timescale.

## Recommendations

That Investment Committee recommends to the Combined Authority that

- (i) The Real Time project proceeds through decision point 3 (outline business case) and work start on activity 5 (full business case with finalised costs).
- (ii) Approval to the total indicative project value of £7.2 million from the LPTIP is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) Approval for development costs of £1.74 million for the purchase and installation of the first 490 units and bus shelters with existing power supply along the core network (£1.64 million) and for funding a project manager (£100,000).
- (iv) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 (full business case with finalised costs) through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

## Ultra Low Emissions Vehicles (ULEV) (decision point 4 - full business case)

### Background

The Secretary of State for Transport has awarded West Yorkshire Combined Authority a capital grant on 30 March 2017 to deliver its Ultra-low Emission Vehicle (ULEV) Taxi Infrastructure proposals, for the low uptake scenario. The Combined Authority is named as delivery lead, and financial accountable body for the Office for Low Emissions (OLEV) grant funding.

The OLEV grant is for 88 taxi rapid charge point sites (with a local variation adding a second bay to each site for use by the general public), as follows:

The £1.98 million OLEV grant is limited to 75% per site, and capped at £22,500 per site. Discussions can be held with OLEV on a site-by-site basis, if costs are greater.

An approved allocation of £1.2 million Local Transport Plan (LTP) capital funding has been made as match funding

This scheme has now progressed directly from decision point 2 to this full business case (activity 4). It is necessary to review the detailed procurement strategy, and the tolerances at this stage.

In January 2018, the Combined Authority's Investment Committee recommended that the Combined Authority's Managing Director approve total development costs of £180,000 to complete the procurement of a rapid charge point supplier.

### Outputs, benefits and inclusive growth implications

Implementation of 88 taxi/public ULEV charge points to deliver:

- 18% reduction in Nitrogen Oxide
- 5.1% increase in ULEV taxi uptake by 2020
- Improved local air quality
- Cheaper whole life costs for ULEV taxis, compared to petrol/diesel versions

The project is not aligned with Growth Deal funding but does support delivery of the Strategic Economic Plan, Transport Strategy and the West Yorkshire Low Emissions Strategy.

This scheme represents good value for money at this stage which will be explored further during the next phase of activity.

### Risks

The key risks, and mitigating actions, are:

- The procurement strategy will seek a capital contribution from the supplier to maximize the number of electric vehicle charging points (EVCPs) that can be delivered. The cost of delivering each EVCP will vary depending on local conditions. The combination of OLEV Grant and LTP funding may not be

sufficient to deliver 88 EVCPs, and this risk will remain until the procurement of a supplier is complete.

- Significant Combined Authority and partner council staff time is required to develop and deliver this project. The partner councils have confirmed this project is a priority, and the appropriate resources have been made available.
- The procurement strategy for a single supplier is complex, with many different parties involved. Specialist legal advice has been procured to assist with developing the procurement strategy.

## **Costs**

The cost to the Combined Authority to deliver the project is £3.18 million (£1.98 million OLEV grant and £1.20 million LTP), with an additional private sector contribution (market dependant) that would be required to deliver all 88 charge points.

The OLEV scheme first was reviewed by Investment Committee in June 2017 where an initial £25,000 was approved. In January 2018 the Investment Committee approved £155,000 for further development works. Additional development funding of £200,000 is required now to carry out the following advance site preparation tasks which will minimise risk for the first 27 charge point sites across West Yorkshire, to allow a quick start on site when the charge point supplier is appointed:

- Traffic Regulation Orders / Parking Orders
- Quotations for electricity connection costs
- Site Agreement (leases etc)
- Planning permission (if required)

It should be noted these do not increase the total cost of the project to the Combined Authority.

## **Timescales**

It is expected that the full business case with finalised costs will be completed by September 2018.

- Appoint a Charge Point supplier 30 September 2018
- Schemes accepted for delivery at Contract Award (Category A & B Sites) 30 September 2018
- Schemes accepted for delivery as Category C Sites 31 March 2019
- Completion of Capital Works 31 March 2020
- End of minimum operational period 31 March 2023

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 5	Recommendation - Programme Appraisal Team Approval - Combined Authority Managing Director

## Tolerances

Project tolerances
That the total project cost remains within the costs identified within this report.
That the project delivery timescale remains within three months of the timescales identified within this report.
That the number of sites should remain within 30% of the proposed delivery of 88 charge points.

## Project responsibilities

Senior Responsible Officer	Huw Oeppen, Combined Authority
Project Manager	Mark Auger, Combined Authority
Combined Authority case officer	Chris Dunderdale

## Appraisal summary

The project is well defined, particularly around the strategic drivers for the project and the intended procurement strategy. The commercial case shows a well-defined strategy for procuring a framework that will deliver the project successfully. It gives good detail of how the project will be managed between Office of Low Emission Vehicles, the Electric Vehicle Charge Point supplier, Partner Councils and the Combined Authority. The economic case should be considered supportive of the strategic case, as the funding has been granted and is measured against strategic objectives set out by OLEV. Details in the financial and management cases will be firmed up at full business case with costs when more detail is known from the appointed charge point supplier.

## Recommendations

That Investment Committee recommends to the Combined Authority that

- (i) The ULEV Taxi Scheme project proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs).
- (ii) An indicative approval to the Combined Authority's contribution of £3.18 million which will be funded through £1.2 million from the LTP fund and £1.98 million from the OLEV grant is given with full approval to spend being granted once the

scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).

- (iii) Approval to the additional £200,000 development costs to allow advance site preparation tasks to commence, taking the total development costs for the project to £380,000.
- (iv) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

### Background

The aim of this Transport Fund scheme is to significantly improve the environment for pedestrians on New Station Street and around the entrance to the main concourse of Leeds Station.

Current plans involve rationalising the bus stops on New Station Street and a doubling of the area of footway available for pedestrian circulation. This will involve widening the footway along most of the distance from the concourse doors down to City Square and also to the east past City House. The complete length of New Station Street will be repaved, that is from the junction with Wellington Street/Bishopgate Street to the junction with Boar Lane.

Four bus stops will remain along the road and the taxi collection point is unchanged as is access for bicycles.

The road is unadopted and owned by Network Rail (NR). The scheme has been developed with Network Rail and Leeds City Council, both of whom are very supportive of the project.

The scheme was first approved by the Combined Authority in July 2016.

Delivery of the scheme is now scheduled for completion in June 2019, instead of December 2018.

### Description of change request

This change request is to extend the scheme's completion date by six months, from December 2018 to June 2019.

### Outputs, benefits and inclusive growth implications

It is expected that the project will:

- Help the station to achieve its long term aim of being a major transport exchange; functional business; civic gateway; shop window for rail and for Leeds City Region, and major economic artery
- Improve pedestrian flows between the city centre and the station leading to a reduced walking journey time in peak hours
- Improve pedestrian visibility and links to and from the station to other key destinations in the city
- Improve the general quality of the station environment and make it a more welcoming and accessible area to wait for buses and taxis, with the aim of creating an open environment for pedestrians such that guard railing can be minimised.



## Risks

The key risks, and mitigating action, for this project are:

- The timescales slip further and the lifespan of the scheme is compromised leading to the benefits from the scheme being reduced, resulting in a poor value for money position. This project is intended to be a short to medium term upgrade to the station frontage which will be in place until the new integrated station can be delivered. Therefore there is only a limited window of opportunity for the delivery of this scheme before the LISM work commences. Further slippage to the scheme will be mitigated by maintaining the close working relationship with Network Rail, and regularly reviewing the programme.

## Costs

The total cost of the Transport Fund scheme is forecast to be £1.591 million. £125,000 development costs was approved when the scheme passed through decision point 3 in 2016. No further funding is requested at this stage.

## Timescales

The anticipated timescales of the project:

- Revised full approval at decision point 5 is forecast, October 2018
- Revised forecasted completion date (decision point 6), June 2019

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 5 (full business case with finalised costs)	Recommendation - Programme Appraisal Team Approval - Combined Authority Managing Director

## Tolerances

Project tolerances
That the total project costs remain within 10% of the costs identified within this report.
That the project delivery timescale remains within 3 months.

## Project responsibilities

Senior Responsible Officer	Liz Hunter, Combined Authority
Project Manager	Steve Butcher, Combined Authority
Combined Authority case officer	Rachel Jones

## **Appraisal summary**

The change to delivery timescales for this scheme could have an impact on the economic case, and this will be tested when the scheme comes forward at decision point 5.

## **Recommendations**

That Investment Committee recommends to the Combined Authority's Managing Director that:

- (i) The change request to Leeds Station Gateway – New Station Street Improvements, to extend the completion date from December 2018 to June 2019 is approved.
- (ii) The scheme progresses through to full business case with costs and that subject to the scheme remaining within the tolerances for cost and time, approval be given by the Managing Director at decision point 5.
- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

### Background

The project will rebuild the Harrogate Road / New Line Junction to create a new junction to reduce congestion, increase safety provision for cyclists and pedestrians and support delivery of significant new housing developments together with longer term development opportunities.

The A658 Harrogate Road / A657 New Line Junction is situated on the corridor between Bradford and Leeds Bradford International Airport (LBIA). The crossroads are a significant congestion pinch point with delays on all four legs having a detrimental impact on journey times between Bradford and LBIA, and also between Shipley / Airedale and Leeds. It will also facilitate housing development in the immediate area, and improve safety and reduce severance for pedestrians and cyclists.

### Description of change request

The constrained urban setting of the scheme has resulted in many complex challenges to consider in working to find a deliverable engineering solution. In addition the physical constraints will require third party interests and property to be acquired.

Engineering redesigns have taken place to reduce the impact where possible but the scale of interests required (over 50) and the need to manage and develop a project that is deliverable, additional development costs have been incurred to bring the project forward.

As a result of the CPO (Compulsory Purchase Order) process and the number of objections received (six outstanding objections as of 14 May 2018), the expected programme to achieve full business case has been extended by approximately 9 months. This has resulted in additional legal costs and additional engineering input.

The expected full scheme cost is expected to be in the order of £8.7 million. However, it should be noted that there is a significant amount of risk and uncertainty included within this.

To ensure the project can be delivered, Bradford Council have committed to securing required interests through a CPO process. A Public Inquiry is due to be heard by Planning Inspector from the 6 – 9 November 2018. Legal and staff time associated with this process are considerable and have further added to the need for additional development costs and increase in total project costs.

### Outputs, benefits and inclusive growth implications

The scheme will deliver:

- Reduced congestion on all approaches through the junction.

- Increased safety provision for cyclists and pedestrians through provision of dedicated pedestrian crossing facilities on all arms of the junction along with cycle lanes and advanced stop lines on all approaches.
- Improved air quality for local residents.
- Supports the delivery of significant new housing developments in the short term as well as opening up long term development opportunities in the area through releasing transport constraints.
- Improve access to Leeds Bradford Airport and the new rail station at Apperley Bridge with its interchange capabilities encouraging modal shift.

## **Risks**

The risks and mitigating actions associated with this project are:

- Issues raised at public inquiry which may slow the process down or create further issues for the project. Mitigation – Liaison with objectors, although no guarantee that the issues will be removed. Appointment of expert witnesses and a robust strategy to engage with objectors is underway.
- Current budget does not allow enough funds for a public inquiry. Mitigation – Change request approved to allow sufficient funds to manage the public inquiry.
- Public Inquiry costs are greater than expected. Mitigation – Ongoing liaison with objectors, preparation of rebuttals and case evidence is undertaken with due diligence and support from CBMDC Legal and Counsel. Add risk around costs with regards public inquiry

## **Costs**

The total cost to deliver the project was originally £6.826 million of which £4.900 million was to be funded through the West Yorkshire plus Transport Fund and £1.926 million from Bradford Council's Section 106 monies.

The current estimate is £8.691 million of which £6.765 million is requested to be funded through the West Yorkshire plus Transport Fund and £1.926 million from Bradford Council's Section 106 monies.

It should be noted that there is one area of the cost build up which has the potential to change significantly. Costs for land acquisition and associated legal costs with the CPO process are currently estimated, the worst case estimate is approximately £7 million, best case £2.3 million and likely case is £3.6 million. The likely case has been used in the full scheme cost build up, this means that we have a predicted variance of +/- circa £1.4 million. Bradford Council will need to undertake a detailed cost exercise in the next 4 to 6 weeks, however, it should be noted that until the CPO process is complete and a better understanding of the legal and financial ramifications are available, the costs remain in flux.

The project has requested additional development costs of up to £585,000 in order to secure sufficient budget for a public inquiry. This takes the development costs from £1.3 million to £1.885 million for the scheme.

## Timescales

Public Inquiry is scheduled from the 6 to 9 November 2018. Note, this is the expected time period, however there is the possibility that it may be longer or shorter depending on objections raised (if any) during the inquiry.

The project is expected to reach full business case with finalised costs by September 2019.

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 3 (outline business case)	Recommendation - Investment Committee Approval - Combined Authority
Decision point 5 (full business case with finalised costs)	Recommendation - Programme Appraisal Team Approval - the Combined Authority's Managing Director delegated decision

## Tolerances

Project tolerances
That the total project costs remains within 5% of the costs identified within this report.
That the project delivery timescale remains within three months of the timescales identified within this report.

## Project responsibilities

Senior Responsible Officer	Julian Jackson, Bradford Council
Project Manager	Ben McCormac, Bradford Council
Combined Authority case officer	Paul Coy

## Appraisal summary

The project has a clear fit to the Strategic Economic Plan and Transport Strategy and will deliver against the objectives reduce congestion on all approaches through the junction, increased safety provision for cyclists, improve air quality, support delivery of new housing developments and improve access to Leeds Bradford Airport and the new rail station at Apperley Bridge.

## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The change request to the Harrogate Road New Line Junction Improvement project to increase the indicative approval to the Combined Authority's

contribution to £6.765 million, which will be funded from the Transport fund and is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project value is £8.691 million (£6.765 million plus £1.926 million Bradford council section 106 monies) is approved

- (ii) The change request to the Harrogate Road New Line – Junction Improvement project to additional development costs of £585,000 in order to progress the scheme to decision point 5 (full business case with finalised costs) is approved
- (iii) The Combined Authority enters into an addendum of £585,000 to the existing funding agreement with the City of Bradford for expenditure of up to £1.885 million from the Transport fund
- (iv) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 (full business case with finalised costs) through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report

### Background

This scheme was one of the West Yorkshire plus Transport Fund schemes originally identified for delivery by 2021, with an initial development funding allocation of £210,000. As the technical assessment of the scheme developed, it became clear that the complexity of the scheme meant that the delivery date and approved funding for development costs identified in the mandate were in need of revision. In 2016, with three potential options identified, the Combined Authority approved £600,000 additional development costs from the Transport Fund, based on the current status of the project just prior to the first round of public consultation.

In Autumn 2016, Leeds City Council and the Combined Authority revealed plans for investing £173.5 million of Department for Transport (DfT) funding for the Leeds Public Transport Investment Programme (LPTIP). This funding for Leeds offered an unprecedented opportunity to review all aspects of the transport network in the city, including north west Leeds and connectivity to the airport. As such, improving rail connectivity to the airport to meet a long-held ambition for the city became a possibility, with a proposal for a new airport parkway station put forward as part of the LPTIP programme. Along with other proposed measures to improve transport infrastructure and services, this meant a significant change in the transport landscape around the airport, which impacted on the link road plans as part of the updated overall position. As a result a review of the link road project needed to be undertaken to recognise and incorporate its position within the updated transport strategy for Leeds.

In addition to the factors outlined above, other factors which have impacted on the development of the project include:

Initial public consultation in 2016 showed strong support for a rail scheme, which subsequently DfT LPTIP offered an opportunity to address. The consultation also included requests for detailed technical information to be made available prior to business case submission. To address these points a second round of public consultation prior to submission of the outline business case is now proposed. The second round now needs to include the broader strategic position integrating road, rail and employment hub/land use elements for the public, businesses and stakeholders to consider. This has impacted on the planning, timing and scope of both the second round of consultation and therefore the timing and cost of completing activity 3 and putting forward the outline business case for consideration.

There is now more clarity on the risks, design needs and appraisal requirements, which have expanded the scope of technical work. Three separate options are being developed to present within the outline business case, and will be included in the next round of consultation and to maximise transparency in decision making. The three options will ensure there is sufficient detail and evidence available to support further rounds of public consultation.

The new Leeds Transport Model (known as LTM2) which uses state-of-the-art analytical technology to predict future highways and transport usage, has taken longer than initially expected to be finalised. This is due to the complex nature of the

technology and the analysis being undertaken, given it is not just to be used for this project but for all future highways schemes in Leeds now in development, and as it is replacing the outdated previous model from 2008 it is vital it works effectively and produces accurate results in the context of Leeds being one of the fastest-growing cities in the UK. Although the direct costs associated with development of the model are not being borne by this scheme. The delay has resulted in associated costs such as increased project management, technical liaison and delays to the development of this scheme.

### **Description of change request**

This change request is for an additional £975,000 of development costs, to supplement the £810,000 already being provided by the Combined Authority, making a revised total development funding budget for achieving outline business case of £1.785 million from the Combined Authority.

### **Outputs, benefits and inclusive growth implications**

The scheme outputs are dependent upon the selected option and are expected to be as follows:

- Option A: a new five kilometre road connecting the A65 and the A658 passing east of the airport. Includes a new footway/cycleway with connections into the surrounding right of way network; three new junctions plus one upgraded junction; 700 metres widening of the A658 between the new road and the Otley Old Road junction.
- Option B: a new three kilometre road connecting the A65 and the A658 to the west of the airport, connecting in on the A658 where the road enters the existing tunnel under the runway. Includes a new footway/cycleway with connections into the surrounding right of way network; three new junctions and two upgraded junctions.
- Option C: upgrades to five new junctions on the existing A65 and A658 routes including localised land take and property acquisition outside the highway boundary.

Leeds Bradford Airport is the international gateway to the largest city region outside of London and contributes over £336 million to the regional economy per year. One of the fastest growing regional airports, it is forecast to grow from 4 million passengers in 2017 to 7.1 million passengers by 2030, and to 9 million passengers by 2050.

The package of infrastructure improvements which includes this scheme (a parkway rail station serving the airport, an enlarged and improved terminal building and the development of an economic hub) are forecast to provide:

- An additional 5,500 new jobs
- Contribute £2.6 billion-£3.3 billion to the economy by 2030.

By then, the growth of the airport itself is expected to more than double the value of economic benefits accruing to the city region economy. Ensuring continued and



sustainable growth of the airport as a hub is therefore a priority within the Transport Fund as the benefits are significant and extend across the region.

Currently all trips arriving at or departing from the airport require road-based transport as there is no rail connection, as would many of the trips to the new employment hub in the future. Plans are being brought forward for a new parkway station located on the Leeds to Harrogate line about one mile from the airport terminal building and employment hub, also providing a new park and ride opportunity from north west Leeds district, Otley and surrounding areas, serving both Leeds and Harrogate. Whilst this interchange will help achieve a modal shift of passengers who would otherwise have used the road network, experience from other UK airports such as Manchester shows that there will still be a residual balance of growth that needs to be accommodated on the highway network, despite rail options being available.

Accordingly, to provide infrastructure that supports the wider growth plans of the airport as an economic and transport hub, the overarching objectives of the scheme are to:

- Provide additional capacity on the highway network that will help facilitate the forecast growth of the airport, as well as improving the travel experience for all users to the airport as a transport and employment hub.
- Complement the planned development of the 36 hectare employment hub by providing highway infrastructure that helps to facilitate efficient highway access and promotes the growth and development of the hub.
- Complement the planned development of the parkway rail station. To provide an efficient use of planned infrastructure that supports timely connectivity and interchange with the airport terminal and seamless access and egress for park and ride users connecting to and from both Leeds and Harrogate.
- Provide relief to local residents and road users by supporting more effective operation of the local highway and bus networks, including removing traffic from some less suitable local roads.

Without delivery of the proposed multi-modal connectivity package including the highway improvements, future growth projections are at risk with the consequential impact on the local and regional economies, whilst full and efficient delivery of the parkway station and employment hub may also be put at risk.

## **Risks**

The key risks and mitigating actions for this scheme are:

- State Aid – this relates to uncertainty over use of public money to fund a scheme which benefits a private development. A specialist advisor has been appointed, the costs for which are included within this change request;
- Affordability – the cost of the three identified options will be considered as part of the outline business case submission once capital costs have been established, and a funding strategy will be developed;

- Public support – costs are included within this change request for a thorough engagement exercise later this year, with high quality visuals, presentation of detailed information explaining the up-to-date transport landscape and issues for the area, including engagement with businesses and key stakeholders;
- Modelling programme and robustness of results – a risk of programme slippage and cost increases is to be managed by ongoing liaison between the various teams employing the revised
- Leeds Transport Model has been developed and will be used to forecast the benefits of the scheme in liaison with the Combined Authority modelling and appraisal manager;
- Interfaces with the parkway station and employment hub – whilst in general terms providing significant positive benefits for this scheme, the interfaces can provide programme risk as approvals, funding and processes may need to be harmonised at key decision points. This is being managed by a new programme-level Strategic Airport Board.

## Costs

The scheme has £35.7 million allocated from the West Yorkshire plus Transport Fund (WY+TF). Work is in progress to develop the capital cost estimates for the three options. The costs reported to date and at public consultation are broad estimates as follows: Option A: £50 million to £75 million; Option B: £25 million to £50 million and Option C: up to £15 million. Given the additional complexity of the scheme described above, the cost estimates are likely to increase. To plan for the eventuality that Option A or Option B may be selected as the preferred option (given that Option C would be affordable from within the current allocation), a funding strategy will be developed, led by the council in collaboration with West Yorkshire Combined Authority and potential third party contributors including the airport.

This change request is for an additional £975,000 of development costs, to supplement the £810,000 already being provided by the Combined Authority, making a revised total development funding budget for achieving outline business case of £1.785 million from the Combined Authority. A typical range of 1-3% as a proportion of total project costs is expected for achieving decision point 3. Although this equates to 5.1% of the £35.7 million allocation, the figure reduces to 2.4% of a £75 million total cost, which is well within the typical range, especially considering that the scope includes three ‘full’ options and is one of the most complex projects within the WY+TF portfolio.

The cost estimate includes a risk allocation of just over £103,000 to manage unexpected additional work as well as a further risk allowance of £155,000 to allow amendments of the design, appraisal and business case to reflect feedback from the second round of consultation.

A sum of £145,000 is included for the second round of consultation including business engagement, which is being planned as an integrated approach covering both road and rail. The parkway station project will supplement the identified funding.

In summary, 35% of the additional costs have accrued as a direct or indirect result of the broader requirements of the second round of consultation, 42% has accrued as a result of technical scope changes including State Aid and confirmation of costs with consultants, whilst 13% is attributable to other costs including additional project management costs arising from delays. Finally, there is a risk allowance for development costs which was not included in the previous approval which contributes the remaining 10%, but provides more reassurance of delivery to the proposed budget.

Leeds City Council has contributed £45,000 to the scheme for project development costs.

**Timescales**

In 2016, the project delivery programme estimated scheme opening in 2023. As a result of the changes outlined in this report, the key approximate milestones are now revised to:

- Activity 3 outline business case approval - July 2019
- Planning application submission - November 2020
- Public Inquiry (if required) Secretary of State decision - March 2022
- Activity 4 procurement approval - June 2023
- Construction - December 2023 to December 2026

Work is underway to integrate the delivery programme of the road and rail station schemes, with a view to delivering the new parkway rail station alongside or, if possible, in advance of the road scheme. This is being assessed through a close working relationship between Leeds City Council, the Combined Authority and our advisors.

**Future assurance pathway and approval route**

Assurance pathway	Approval route
Decision point 3 (outline business case)	Recommendation - Investment Committee Approval - Combined Authority
Decision point 4 (full business case)	Recommendation - Investment Committee Approval - Combined Authority
Decision point 5 (full business case with finalised costs)	Recommendation - Investment Committee Approval - Combined Authority

**Tolerances**

Project tolerances
That the total project costs remain within 10% of the costs identified within this report

That the project delivery timescale remains within six months of the timescales identified within this report

### Project responsibilities

<b>Senior Responsible Officer</b>	Gary Bartlett, Leeds Council
<b>Project Manager</b>	Mark Philpott, Leeds Council
<b>Combined Authority case officer</b>	Paul Coy

### Appraisal summary

This funding request is a significant variation and this project carries risk, but this project is a key scheme to progress for the development of the local and wider Leeds City Region economy. With the expansion of the infrastructure programme now integrating the employment hub and the parkway station, it is anticipated that the benefits expected to accrue to the scheme will be more significant than they were when a decision was made to enter this scheme into the WY+TF initially, when it was judged to be one of the best performing projects. It will deliver a regionally significant piece of transport infrastructure, enabling investment and job growth as well as facilitating a wide range of broader benefits in the context of the Leeds Transport Strategy and the regional economic plan. Funding the development work to reach decision point 3 will enable a fully-informed decision to be made about the business case and future direction of this scheme.

To mitigate risk and maximise efficiency and benefits, the development of the multi-modal surface access package and employment hub will be overseen by the Strategic Airport Board chaired by Leeds City Council's Director of City Development with director-level representation from the Combined Authority, to which the A65-A658 airport link road project board will report. This robust approach is modelled on the successful structure employed for East Leeds Extension and the East Leeds Orbital Route, which is delivering on programme and to budget.

The project objectives are being reviewed as the outline business case develops and the transport strategy and land allocations develop in the area.

### Recommendations

That Investment Committee recommends to the Combined Authority that

- (i) The Change Request to A65-A658 airport link road project for additional development costs of £975,000 are approved in order to progress the scheme to decision point 3 (outline business case), taking the total project approval to £1.785 million. This will be funded from the West Yorkshire plus Transport Fund.
- (ii) The Combined Authority enter into an addendum for £975,000 to the existing funding agreement with Leeds City Council for total expenditure of up to £1.785 million.

- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

## **Background**

High Speed 2 (HS2) is Europe's largest railway project, and a vital part of the UK Government's strategic plan for regeneration, growth and rebalancing of the UK economy. It also represents a significant opportunity for the UK to capitalise on a rapidly growing high-speed rail global market. The lack of testing facilities in high-speed rail represents a significant barrier to the future development of high-speed rail research and innovation, but presents a significant opportunity for the UK to be a global lead.

The University of Leeds, working closely with partners including Network Rail, the Higher Education Funding Council and the University of Huddersfield is seeking to establish the Institute for High Speed Railways and System Integration (IHSRSI) in the Leeds City Region with the ambition of helping to unlock the full potential of high speed rail, nationally and globally. HS2 will be of major economic benefit to the city region and the institute will help to maximise these benefits, by establishing the university and city region as a global lead in high speed rail engineering and research. The new institute will complement and build upon the expertise that already exists in the region.

The scheme will be delivered in three phases. The funding requested from the Combined Authority will part fund the delivery of Phase 1 only:

Phase 1 – creation of two initial world-leading test facilities for the new institute, these being a high-speed railways infrastructure system test facility and a high speed vehicle test facility. Specifically, 40,000m<sup>2</sup> of world class high speed rail infrastructure test & Research & Development facilities to include:

- A full-scale 400 kilometre per hour capable high-speed rail infrastructure systems test facility which will be able to test full-scale railway track structures, including embankments, preformed systems and ground stabilization technologies;
- A full-scale high-speed 400 kilometre per hour capable vehicle systems test facility capable of testing full-scale rolling stock and their interaction (behaviour) with different track systems

A number of location options have been considered and fully researched. The current preferred option is for the facility to sit alongside the HS2 depot and within the Leeds Enterprise Zone (Aire Valley).

Phase 2 - A System Integration and Innovation Centre capable of replicating the system interaction of the civil, mechanical, electrical and digital systems across the railway operational environment.

This is in direct response to calls from the industry for the IHSRSI to have significant system integration capability to support projects from, HS2, Network Rail and Trans-Pennine. By connecting conventional and digital train control systems through this

approach, a unique research and development facility will be created, allowing transformational change in railway research and development.

Phase 3 – The IHSRSI will act as a catalyst for the development of an advanced manufacturing park within the Leeds Enterprise Zone (Aire Valley).

### **Outputs, benefits and inclusive growth implications**

3.10 Outputs, benefits and inclusive growth implications for Phases 1, 2 and 3 of the programme can be summarised as:

- Establishing an international reputation that will attract key industry investment, spur new enterprise, Small to Medium Enterprise's and supply chains, to the Leeds City Region;
- Creation of high value employment and uplifting skills of local workforce (apprentices, technicians, undergraduates and postgraduates in the skills industry needs) and attracting new international students to Leeds;
- Increased retention of graduates in the Leeds City Region;
- Growing research and innovation expertise and manufacturing skills across the North;
- Leverage significant 'international' private sector and public research investment in Research & Development;
- De-risking UK and global HSR projects by providing facilities and expertise to assess track and vehicle designs and prototypes prior to deployment;
- Co-location of the HS2 depot, HS2 Yorkshire Hub Station and the IHSRSI provides the catalyst for significant future inward investment and export potential including the development of an Advanced Manufacturing Park – Leeds Council estimate that the AMP will generate 3,000 new jobs; and
- Increasing the GVA of the region;
- Business Rate income to the Combined Authority as a result of its location in an Enterprise Zone.

### **Risks**

The key risk, and mitigating action, for this project are:

- Securing all the required match funding and follow-on investment. The University has secured industry co-investment for Phase 2, but the key risk to this scheme relates to securing the funding for Phase 1.

### **Costs**

The total cost of Phase 1 highlighted previously is forecast at £22.88 million. This application seeks funding in the sum of £11.44 million from the Combined Authority towards the costs of delivering Phase 1. Funds from the university will be used as match funding (£11.44 million).

Funding for phase 2 is currently being sought from other funding sources and private sector investors. This will be substantiated with the scheme's forthcoming full business case.

## Timescales

The anticipated timescales of the project:

- Decision point 5 (full business case with finalised costs) approval for Phase 1 is forecast for November 2018.
- Phase 1 of the scheme is due to be delivered by spring 2020. Completion of phases 2 will be confirmed as part of the full business case.

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 4 (full business case)	Recommendation - Investment Committee Decision - Combined Authority
Decision point 5 (full business case with finalised costs)	Recommendation - Combined Authority's Programme Appraisal Team Decision - Delegation to the Combined Authority's Managing Director

## Tolerances

Project tolerances
The Combined Authority's contribution remains within 10% of the figure outlined in this report.
Programme timescales remain within 3 months of the timescales outlined within this report.

## Project responsibilities

Senior Responsible Officer	Lisa Roberts, University of Leeds
Project Manager	Peter Woodward, University of Leeds
Combined Authority case officer	Lisa Childs/Rachel Jones

## Appraisal summary

The scheme has a strong strategic, commercial and economic case at this stage, although the financial and management cases require more detail. As the full business case is developed, delivery costs and programmes will require additional clarity, to ensure the scheme is deliverable.

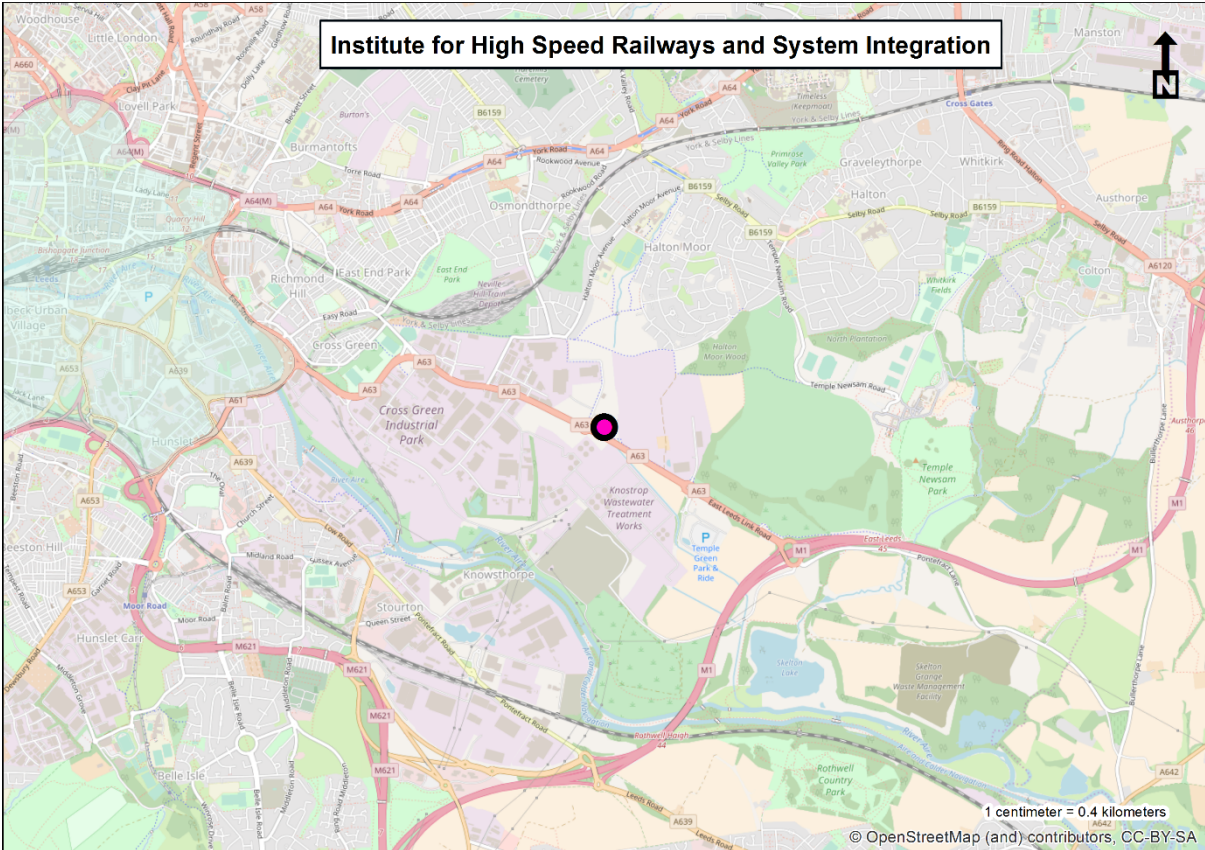


## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The Institute for High Speed Rail and System Integration scheme Phase 1 proceeds through decision point 2 and work commences on activity 4 (full business case).
- (ii) An indicative approval to the Combined Authority's contribution of £11.44 million is given, which will be funded through over-programming against the Local Growth Fund, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total Phase 1 value is £22.88 million (The University of Leeds will contribute match funding of £11.44 million).
- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 (full business case with finalised costs) through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

**Location**



### Background

The scheme will deliver a new wharf facility at Stourton in Leeds to enable the transportation of non-perishable freight such as aggregates, timber, oil and steel from the Humber estuary into Leeds. It is anticipated that the project will support the development of flagship projects such as Leeds South Bank regeneration and High Speed 2 by enabling construction materials to be transported on water, thereby reducing congestion on the roads and generating carbon savings.

The project itself, located on three acres of land owned by the Canal & River Trust, will entail:

- The construction of a concrete apron on a three acre brownfield site in the Trust ownership
- The installation of 80m of sheet piling to establish an apron for boats to moor against
- The dredging of the waterway to improve the navigability of the waterway at this point

### Outputs, benefits and inclusive growth implications

The outputs, benefits and inclusive growth implications for the scheme are:

- One new freight facility for the city of Leeds that will move 200,000 tonnes of freight from road to water after year one, resulting in reduced road congestion.
- Reduce carbon emissions from road vehicles by 100 tonnes by the end of year three resulting in improved air quality for the Leeds City Region
- Create up to 16 jobs, safeguard three jobs, and assist 25 businesses, thereby supporting economic growth in the region
- Increased connectivity between the Humber ports and northern Europe

At this early stage the scheme is anticipated to deliver good value for money and this will be evaluated further during the course of the scheme's development.

### Risks

The key risks, and mitigating actions, for this project are:

- Availability of budget; the Trust's match funding has been confirmed. This will be sufficient providing costs come back from the tender within initial budget estimate. Tendering for alternative prices is an option if required to ensure series of options is available before construction.
- Market demand; to date 25 different businesses have expressed an interest in using the facility once it is built. This work is ongoing.
- Potential state aid issues; an initial assessment of state aid has been undertaken which has revealed no issue at this stage. A more robust

assessment will be undertaken during the next phase of the scheme's development.

A risk register with mitigating actions will come forward at the next stage of scheme development.

## Costs

The total project delivery costs are currently estimated at £3.37 million of which the West Yorkshire Combined Authority contribution is proposed to be £3.17 million (94% of total project costs).

It is understood that the cost estimates, which are £1.17 million higher than originally proposed, are based on a robust solution design supported by a bill of quantities and cost analysis.

Match funding to a value of £200,000 is proposed by the Canal & Rivers Trust.

## Timescales

The anticipated timescales of the project:

- Whilst the expression of interest indicated that work would start on site in autumn 2018, a revised position is a start on site date of April 2019. This will allow sufficient time to secure full planning consent and prepare a strong business case for the Combined Authority.
- It is anticipated that the Inland Port will be fully operational in spring 2020.

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 3 (outline business case)	Recommendation - Programme Appraisal Team Approval - Combined Authority's Managing Director delegated decision
Decision point 4 (full business case)	Recommendation - Investment Committee Approval - Combined Authority
Decision point 5 (full business case with finalised costs)	Recommendation - Programme Appraisal Team Approval - Combined Authority's Managing Director delegated decision

## Tolerances

Project tolerances
That the Combined Authority contribution remains within the costs identified in this report.
That the project delivery timescale remain within 3 months of the timescales identified within this report.

## Project responsibilities

<b>Senior Responsible Officer</b>	Stuart Mills, Canal and River Trust
<b>Project Manager</b>	Stephen Higham, Canal and River Trust
<b>Combined Authority case officer</b>	Daisy Johnson

## Appraisal summary

The project has a strong fit with the Strategic Economic Plan (SEP) and Transport Strategy and will deliver against SEP priorities 1, 2, 3, and 4 to grow business, create better jobs and deliver infrastructure for growth.

Whilst the project seeks £1.17 million more funds from the Combined Authority than the original £2 million expression of interest submitted, the Leeds Inland Port could provide a viable alternative to road transport for construction materials needed to bring forward flagship developments such as Leeds South Bank and High Speed 2.

Further work is required to confirm market demand, refine the outputs, outcomes and benefits.

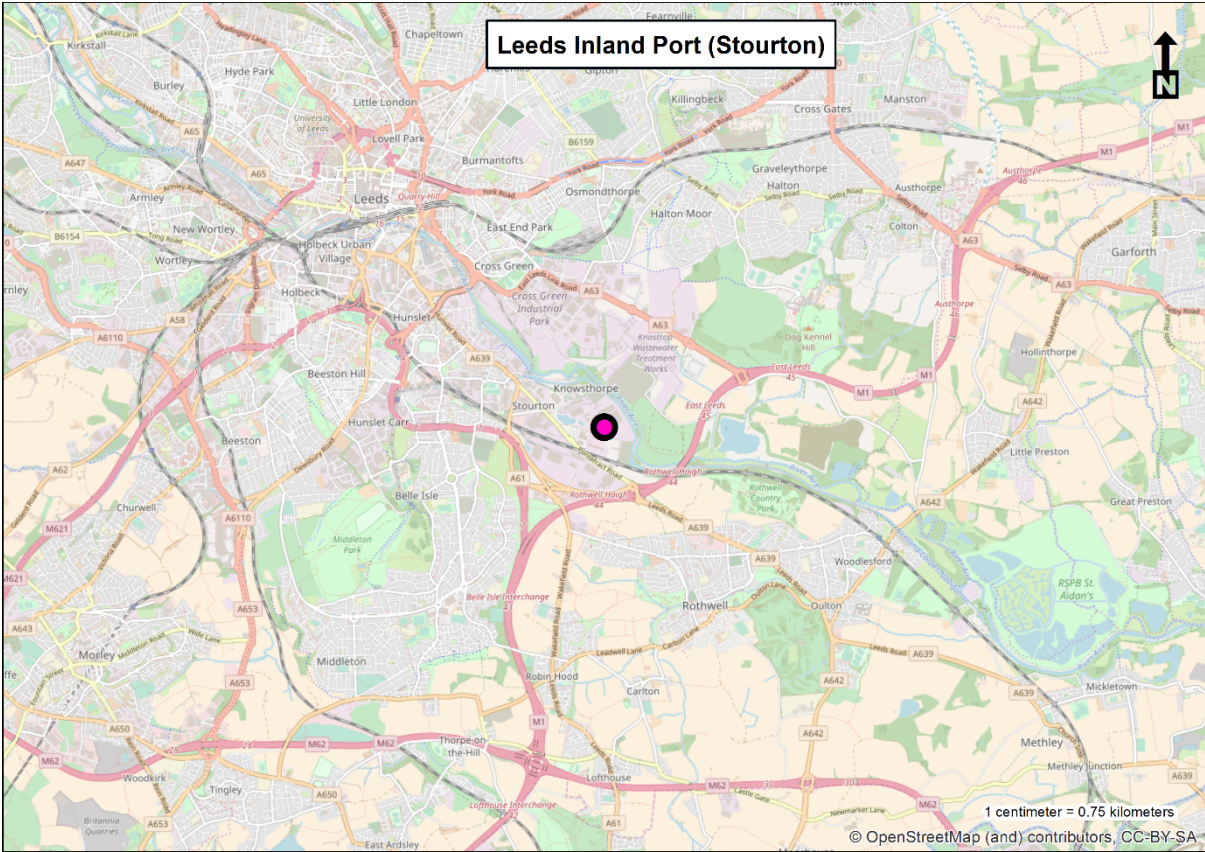
## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The Leeds Inland Port project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority's contribution of £3.17 million is given, which will be funded through over-programming against the Local Growth Fund, with full approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (FBC with Finalised Costs). The total project value is £3.37 million (Canal & Rivers Trust match funding of £200,000).
- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision points 3 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.



**Location**



### Background

The Gateway to Huddersfield project covers the rail station and its environs, including a large former railway goods shed and station goods yard (now St George's Warehouse and its surface car park respectively), a Maintenance Delivery Unit (MDU) and highways to the north and west, and St George's Square to the east.

Huddersfield rail station is a key transport hub within West Yorkshire providing linkages to the business centres of Leeds and Manchester, York, Liverpool and the North East.

- Gateway to Huddersfield will see the regeneration of the rail station and its environs. Phase 1 of the project would provide:
- Additional eastern entrances (to provide better passenger access);
- Improvements to existing highway (to facilitate movements);
- Creation of a taxi hub off St George's Square and re-modelling of space vacated (public realm upgrade).
- Land assembly (to deliver later phases of project).

Later phases of the project (not subject to this phase of the project) could include some or all of the following elements:

- Provision of parking (multi-storey and surface) at St George's Warehouse;
- Subway extension with new western entrance to link the station with the Warehouse site;
- External stair/lift tower to connect the parking to the town centre (public right of way);
- Alterations to rail tracks, signalling and existing station platforms; and
- New station platform.

### Outputs, benefits and inclusive growth implications

The Gateway to Huddersfield project, by making Huddersfield more accessible and better connected, aims to focus on three key priority areas as identified in the Leeds City Region's Strategic Economic Plan. (1) Infrastructure for Growth, (2) Growing Business, and (3) Skilled People, Better Jobs. However realising benefits from the latter two priorities is dependent upon the delivery of later phases.

The scheme also contributes towards key objectives in the Kirklees Local Plan in terms of its potential to regenerate a key location in Huddersfield Town Centre, and bring in to use an important but derelict listed building. Again, this is dependent upon delivery of later phases of the project.

Phase 1 of the project would provide the following:

- Increasing access to employment and productivity growth through providing access to sustainable transport, and potentially increasing employment opportunities in the town centre.
- Additional eastern entrances (to provide better passenger access).
- Improvements to existing highway (to facilitate movements).
- Creation of a taxi hub off St George's Square and re-modelling of space vacated (public realm upgrade).
- Land assembly for later phases.

## **Risks**

The key risks, and mitigating actions, for this project are:

- Land acquisition - valuations for land in 3rd party ownership are confirmed as appropriate up to 31 August 2016. There is a risk that increases in land values would impact upon the scheme costs. A risk reserve of 20% is included in the estimated costs to reflect the current uncertainty regarding market values of the relevant properties.
- The acquisition of land and buildings by public authorities may give rise to state aid issues. Kirklees Council will therefore obtain an independent valuation of the market value of the properties to be acquired.

## **Costs**

The total project value is £5.55 million. £5 million is requested funding from the Station Gateways allocation of the West Yorkshire plus Transport Fund. A £500,000 contribution from Kirklees Council has been identified.

In 2015, the Huddersfield Station Gateway project received £50,000 funding from the West Yorkshire plus Transport Fund to develop the project to Gateway 1 (on the previous West Yorkshire plus Transport Fund's assurance process). This has funded demand modelling works and outline design for the scheme as a whole, which informed the expression of interest submission.

Further development costs of £115,000 are now sought as part of this report.

## **Timescales**

The project is advanced and it is expected that the outline business case will be completed by September 2018. Full business case with costs will be completed by July 2019.

Construction on the additional eastern entrances, improvements to existing highway and the creation of a taxi hub off St George's Square and re-modelling of space vacated (public realm upgrade) to commence summer 2019 with completion March 2021.

Land assembly strategy to be completed August 2019.



## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 3 (outline business case)	Recommendation - Investment Committee Approval - Combined Authority
Decision point 5 (full business case with finalised costs)	Recommendation - Combined Authority's Programme Appraisal Team Approval - Combined Authority Managing Director

## Tolerances

Project tolerances
That the total project costs remains within 10% of the costs identified within this report.
That the project delivery timescale remains within two months of the timescales identified within this report.

## Project responsibilities

Senior Responsible Officer	Keith Bloomfield, Kirklees Council
Project Manager	Peter Steniulis, Kirklees Council
Combined Authority case officer	Thomas Murphy

## Appraisal summary

A significant amount of work has already been undertaken to develop proposals for the Gateway to Huddersfield project, identifying the issues to be addressed and working through proposals to address these. The expression of interest is focussed on phase 1 of the project and whilst there are benefits to be realised from improvements to the rail station and highway arrangements, the regeneration benefits are to be realised under later phases, with phase 1 laying the groundwork. The outline business case should seek to give assurance over the delivery of later phases given the amount of land assembly being undertaken in phase 1 and should also give consideration to asset ownership.

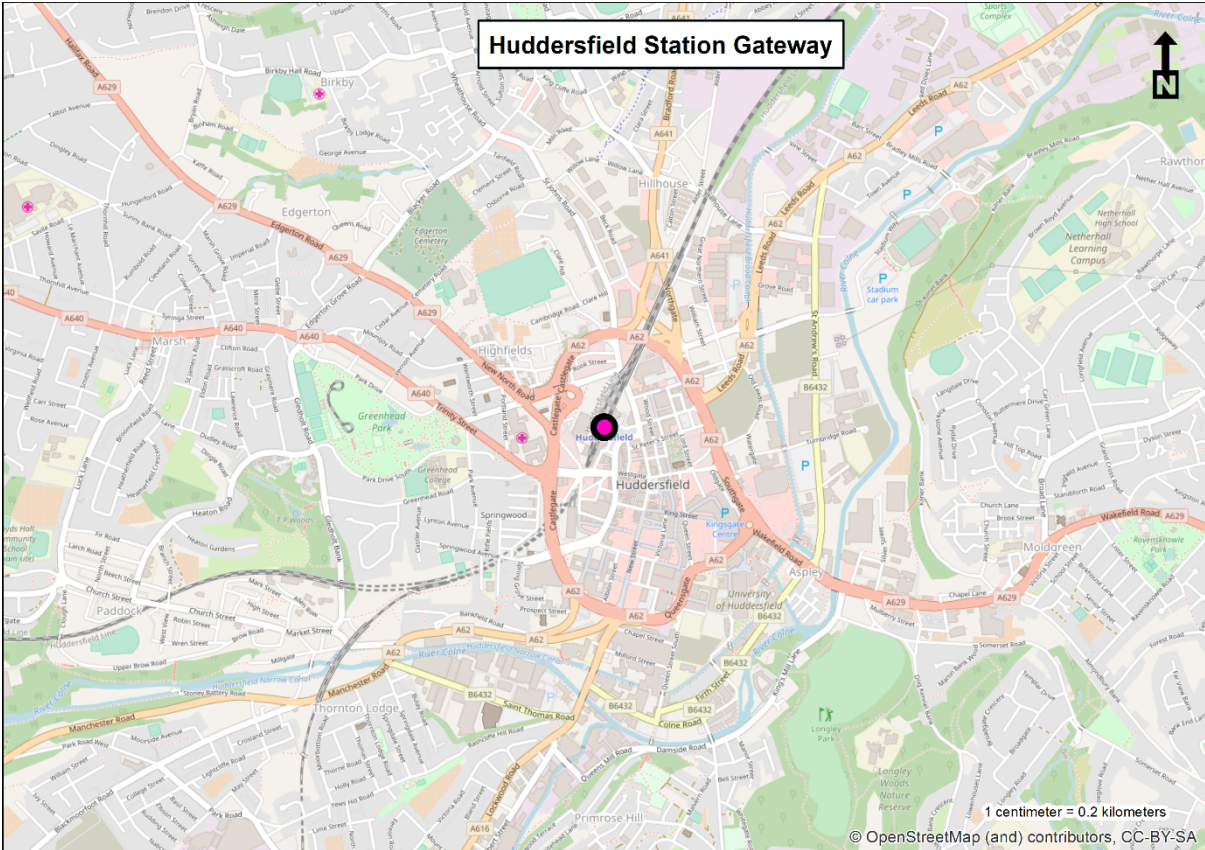
The project has defined its objective and why action is required. The strategic fit of the project is clearly defined, both against the Strategic Economic Plan and Kirklees Local Plan. The expression of interest and supporting documentation give sufficient assurance to recommend that this project proceed to activity 3 (outline business case).

## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The Gateway to Huddersfield Phase 1 project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority's contribution of £5.05 million is given, to be funded by the West Yorkshire plus Transport Fund, with full approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5 (full business case with finalised costs). The total project value is £5.55 million (£500,000 contribution from Kirklees Council).
- (iii) Development costs of up to £115,000 are approved in order to progress the scheme to decision point 3 (outline business case), taking the total development cost approval to £165,000.
- (iv) West Yorkshire Combined Authority enter into a funding agreement with Kirklees Council for expenditure of up to £115,000. This funding agreement will also acknowledge the existing £50,000 development funding approval.
- (v) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

**Location**



## **Background**

The Cycle City Ambition Grant (CCAG) Programme Phase 1 & 2 Extension will deliver a programme of 19km of high quality cycle infrastructure across West Yorkshire, extending and building on the existing £56 million City Connect Programme. The programme aligns with the Strategic Economic Plan's Priority Pillar 4 – Infrastructure for Growth and Priority 3 Clean Energy and Environmental Resilience.

The projects will connect people to employment, education and training and complement other infrastructure projects. Individual projects are at different stages of development. The eight projects are:

- Huddersfield Town Centre – providing important links between the train station, the university and the A62 Smart Corridor.
- Leeds-Liverpool Canal, Shipley – completes a key section of cycle network with improved links to Skipton and housing and employment sites across North Bradford.
- Leeds City Centre – connecting the east and west of the city to the cycle super-highway and improving connections with the emerging South Bank, education quarter and arena area.
- Leeds Elland Rd Cycle – connecting relatively disadvantaged populations in areas such as Beeston and Holbeck to employment and training within the city.
- Castleford-Wakefield Greenway Phase 4 – connects Castleford to opportunities and facilities within Wakefield whilst also passing through regeneration and housing sites along the river.
- Cooper Bridge Cycle Link – development of strategic link.
- Huddersfield Narrow Canal phase 2 – improvements from Slaithwaite into the town centre improving access to employment, the University and wider facilities.
- Leeds Dewsbury Road Cycle Route – connecting Hunslet South to the city centre, employment sites and education & training opportunities.

The programme will be managed by the Combined Authority with individual project delivery being managed by either the relevant district council or Canals and Rivers Trust. It is intended to bring schemes through to outline business case or full business either individually or as interconnected packages. This will be established during the next phase of development work.

## **Outputs, benefits and inclusive growth implications**

The project will increase the amount of safe cycling on new and improved cycling infrastructure and the Huddersfield Town Centre project will increase the quality of public realm. It is anticipated that the programme will deliver:

- 19km of new/improved cycle route

- Better linkages between residential areas and areas of employment, training and education – providing access to access to jobs, skills and qualifications – with accompanying inclusive growth impacts
- Reductions in Carbon dioxide emissions
- An average increase of 900% of walking and cycling trips on the proposed routes
- Support to inward investment through enhanced streetscapes and public realm
- Catalytic impacts through links to existing routes and the delivery of a comprehensive network for cycling and walking
- A safer and more attractive environment for active modes of travel

The benefit to cost ratio for the programme as whole is estimated at 1.9 representing good value for money. This assessment will be updated at decision point 3. A Gross Value Added calculation to reflect the value of the travel benefits associated with the scheme will also be calculated through the West Yorkshire Urban Dynamic Model at the same time.

## **Risks**

The main risks and mitigating factors are detailed below. However, the overarching mitigating factor for many of the risks listed is the experience that has been built up in terms of developing and delivering similar schemes.

- The interfaces with other projects and programmes in the same geography for example the Leeds city centre works and Cooper Bridge projects – impacting on timescales. Mitigation through identification of interfaces and other projects timescales, seek opportunities to deliver elements together if avoidance is not possible, e.g. through joint procurement and traffic management exercises.
- Cost increases as further design and investigative works are undertaken – e.g. stats. Mitigation through early site investigation and surveys. Risk transfer to contractors.
- Acceptability of traffic regulation orders – e.g. Huddersfield town centre scheme. Mitigation by early and continued engagement with local stakeholders and politicians. Understand and communicate wider impacts and benefits of the scheme and seek to provide alternative parking if parking in the areas affected is displaced.
- Potentially insufficient resource capacity to project manage and deliver the schemes – also delivery timescales could be impacted by the need to undertake winter working for repairs. Mitigation - ensure resource identified early on or procure necessary resource. Understand working constraints and plan delivery around them.

## **Costs**

The total forecasted cost of the programme is £14.824 million. It is proposed that this would be funded through £12.053 million from over-programming against the West Yorkshire plus Transport Fund, £2.371 million of Combined Authority funding which

has already been secured from the Department for Transport for CCAG and also match funding of £400,000 which has been committed by Kirklees and Leeds Councils.

Development costs of £350,000 are requested and will be funded from over-programming against the West Yorkshire plus Transport Fund.

**Timescales**

The programme consists of a number of different projects that are at different stages in their development. As such the timescales will vary between the projects that constitute the programme.

- Programme outline business case is expected to be completed by December 2018.
- All feasibility work completed by August 2018.
- All detailed design completed by September 2019.
- Construction of all projects started by April 2020.
- All construction complete by March 2021.

**Future assurance pathway and approval route**

Assurance pathway	Approval route
Decision point 3 (outline business case) Individual projects or a package of projects	Recommendation – Combined Authority’s Programme Appraisal Team  Approval – Combined Authority’s Managing Director
Decision point 5 (full business case with finalised costs) Individual projects or a package of projects	Recommendation – Investment Committee Approval – Combined Authority

**Tolerances**

Project tolerances
That programme costs should remain within 10% of the total programme cost set out in this report
That programme timescales should remain within 3 months of the timescales set out in this report.
The overall benefits to cost ratio or the ratio of an individual project remains above 1.5:1.

**Project responsibilities**

<b>Senior Responsible Officer</b>	Kate Thompson, Combined Authority
<b>Project Manager</b>	Fiona Limb, Combined Authority

## Appraisal summary

The programme has a clear fit to the Strategic Economic Plan and the Transport Strategy. The cycling ambitions across the Combined Authority districts will not be realised if appropriate infrastructure is not developed.

The economic case for the programme incorporates the benefits that will be achieved through connecting people to opportunities for employment, education and training.

The benefit cost ratio for the programme, derived through the Department for Transport's WebTAG transport analysis, is 1.9:1 and more work will be done on attributing and quantifying the other outcomes and benefits likely to emerge from the project.

The likely demand for the projects has been demonstrated in the monitoring and evaluation of completed CCAG projects and other research. It will be necessary to strengthen this further at outline business case.

The management of the scheme appears strong. A wealth of experience has been built up from previous schemes and this can be brought to the development and delivery of these projects.

## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The City Connect Cycle City Ambition Programme – Phase 1 & 2 extension proceeds through decision point 2 and work commences on activity 3 outline business case for each of the projects within the programme.
- (ii) An indicative approval to the total project value of £14.824 million is given of which £14.424 million will be funded by the Combined Authority with full approval to spend being granted once each of the projects within the programme have progressed through the assurance process to decision point 5 (full business case with finalised costs). The Combined Authority contribution will be funded from £12.053 million from over-programming against the West Yorkshire plus Transport Fund and £2.371 million from the existing City Connect programme funding from the Department for Transport.
- (iii) Development costs of up to £350,000 are approved in order to progress the projects within the programme to Decision Point 3 (outline business case) to be funded from over-programming against the West Yorkshire plus Transport Fund.
- (iv) Future approvals are made in accordance with the Approval Pathway and Approval Route outlined in this report including at Decision Point 3 (outline business case) through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.



## Rail Park & Ride Programme Phase 2 (decision point 2 - case paper)

### Background

The Rail Park & Ride Programme Phase 2 is a series of car park extension schemes at West Yorkshire commuter railway stations, which have been identified to improve access to the main urban centres and increase rail station parking capacity. It builds upon the learnings and successes of Phase 1 which is currently delivering parking improvements to rail users across West Yorkshire. The programme is designed to support sustainable employment growth and increased rail usage.

Up to 12 sites, throughout West Yorkshire, have been identified with potential for delivery by March 2021, all require the purchase of 3rd party land. Consultation regarding these sites has been sought with officers for each local council partner.

The programme contributes to Priority 4 of the Strategic Economic Plan, delivering Infrastructure for Growth. In addition there are links with the Combined Authority Transport Strategy and the objective for +75% more trips to be made by rail by 2027. Outcomes will deliver against policies within the West Yorkshire Transport Strategy through increasing the number of car parking spaces at key transport hubs. The West Yorkshire Transport Fund strategic objective to increase employment and growth through improvements to employment accessibility also aligns closely with the programme.

The Combined Authority is the scheme promoter and is leading on the overall programme. A team is in place to manage and deliver the Rail Park and Ride Programme. The projects will be delivered in partnership with Network Rail, Northern and local council partners.

The initial stage of the programme will focus on the deliverability of the sites with desktop assessments from a technical, legal and land perspective. The assessments will enable the sites to be prioritised in terms of demand, cost and deliverability. A shortlist will be presented to the Programme Board for approval to progress onto detailed feasibility and to commence negotiations with landowners.

Due to the reliance on land acquisition, greater flexibility is required as to the list of sites; some may be identified as undeliverable and new scheme opportunities may arise. This, and the need for the Combined Authority to retain a competitive position in negotiations, requires that the list is not publicly published at this stage.

Each scheme will be individually progressed to outline business case and presented to the Investment Committee and Combined Authority for approval to progress to full business case (decision point 5).

### Outputs, benefits and inclusive growth implications

The scheme's outputs are:

- Additional car parking capacity with circa 2500 potential additional spaces;
- Low emission lighting;
- Enhanced CCTV;



- Enhanced drainage;
- Provision for electric vehicle charging ducting;
- Standard cycle storage and enhanced access for cyclists and pedestrians.

The scheme's associated benefits are:

- Improved access to the local rail network;
- Improved accessibility to employment for those living in the most deprived areas;
- Increased rail user patronage through better station accessibility;
- Reduced highways congestion, reduced CO2 emissions and improved air quality;
- Improved local environment with reduced on-street parking;
- Better personal security through improved CCTV and lighting.

The programme isn't currently sufficiently developed to assess value for money at this stage. A benefit cost ratio assessment will be undertaken during the next stage of programme development. The gross value added is expected to be similar to the £11.4 million of phase 1.

### **Risks**

The key risks, and mitigating actions, for this project are:

- Acquisition delay: All sites are third party owned and carry the risk of potential compulsory purchase orders. This is being mitigated through land and legal work streams to prioritise sites that are more deliverable e.g. forthcoming site owner agreement.
- Delays to planning submission and approval: This is being mitigated through consultation with Planning Officers, community members and Councillors.

### **Costs**

The total project value is £33.638 million which would be funded entirely by the Combined Authority with a £5 million funding allocation to be specifically spent on works at New Pudsey rail station from the Leeds Public Transport Investment Programme and the remainder being funded from over-programming against the West Yorkshire plus Transport Fund.

Development costs of £2.016 million is requested as part of this report to progress schemes to decision point 3 (outline business case).

### **Timescales**

The anticipated timescales of the project are:

- Procurement of external land, legal and technical advisors - December 2018

- Completion of site prioritisation studies - March 2019
- Outline business cases submitted - September 2019
- Full business cases submitted - December 2019
- Site acquisitions - 2019/20
- Planning approvals - 2019/20
- Construction commences - June 2020
- Construction completed – Jan 2021 (based on a surface level car park )

### Future assurance pathway and approval route

Assurance pathway	Approval route
Individual projects: Decision point 3 (outline business case)	Recommendation – Investment Committee Approval - Combined Authority’s Managing Director
Individual projects: Decision point 5 (full business case with finalised costs)	Recommendation – Combined Authority’s Programme Appraisal Team Approval - Combined Authority’s Managing Director

### Tolerances

Project tolerances
That the programme cost remains within 10% of the cost identified within this report
That the overall programme delivers by March 2021.

### Project responsibilities

<b>Senior Responsible Officer</b>	Melanie Corcoran, Combined Authority
<b>Project Manager</b>	Sara Brook, Combined Authority
<b>Combined Authority case officer</b>	Polly Hutton

### Appraisal summary

The programme presents clear alignment with the SEP and Transport Strategy through improving sustainable access to economic centres and inclusive growth potential. The resulting projects will increase rail patronage and incentivise sustainable travel options through promoting a modal switch from car to rail.

### Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The Rail Park & Ride Programme Phase 2 proceeds through decision point 2 and work on the individual schemes commences on activity 3 (outline business case).
- (ii) An indicative approval to the total project delivery cost of £33.638 million is given which will be funded entirely by the Combined Authority (with £5 million from the Leeds Public Transport Investment Programme to fund works at New Pudsey rail station and £28.638 million from over-programming against the West Yorkshire plus Transport Fund) with full approval to spend being granted once individual projects have progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) Development costs of up to £2.016m are approved in order to progress the scheme to decision point 3 (outline business case) from over-programming against the West Yorkshire plus Transport Fund.
- (iv) Future approvals are made in accordance with the Approval Pathway and Approval Route outlined in this report, including the use of a delegation to the Combined Authority's Managing Director at decision points 3 and 5, following a recommendation by the Combined Authority's Programme Appraisal Team. This approval route will be subject to the scheme remaining within the tolerances outlined above.

### Background

Leeds City Centre Package (LCCP) supports the delivery of the Leeds City Region's Strategic Economic Plan's priority 4 - Infrastructure for Growth. It is consistent with the adopted Leeds Core Strategy and Aire Valley Leeds Area Action Plan as well as the interim Leeds Transport Strategy and the emerging Leeds Integrated Station Masterplan. There are also direct interdependencies with Highways England Road Investment Strategy 1 scheme on the M621, the Leeds South Bank Regeneration Framework and the relevant approved Leeds Public Transport Infrastructure Programme projects e.g. Stourton Park & Ride.

The projects included within LCCP are aimed at creating a world class city gateway at City Square and supporting Leeds in becoming High Speed 2 (HS2) & Northern Powerhouse Rail ready. This includes contributing to the delivery of the South Bank Leeds Framework Plan to create a quality environment for the development of significant numbers of new homes and commercial floor space. These network improvements will also help towards Leeds meeting its clean air zone targets for improved air quality. The original key objectives of LCCP are:

- The closure of City Square to general traffic by 2021 to allow the creation of a world class gateway for the city.
- Increase the capacity on the Inner Ring Road and M621 orbital route by reconfiguring Armley Gyratory and capacity improvements between Junctions 1 - 4 and Junction 7 M621 by 2022.
- Reduce through-traffic in the city centre, including the South Bank creating a quality environment attractive to development.
- Increase travel to the centre by sustainable modes of transport.

### Description of the Change Request

The Leeds City Centre Package (LCCP) was included in the original baseline of the West Yorkshire plus Transport Fund in 2012 (then called Leeds City Centre Network Improvements programme); the cost estimate for delivery at the time was £36.5 million based on outline work completed as part of the Transport for Leeds project. At the time it was recognised that the schemes were still works in progress and that modifications would be required to reflect the emerging aspirations for South Bank and proposals for HS2 arriving in the city.

As part of the previous West Yorkshire plus Transport Fund assurance process, the scheme received mandated approval in 2014 to initial development costs of £319,000 to take the developing package to Gateway 1 approval (equivalent to decision point 3 outline business case) on 6 February 2016. The key changes from the original scope were the increased works required to remove general traffic from City Square, the increased costs to develop Armley Gyratory and the reallocation of space to cyclists, pedestrians and public transport in South Bank.

An increase in development funds from £319,000 to £3.774 million was approved by the Combined Authority on 6 February 2016. The Gateway 1 submission identified

that the total costs to deliver all elements of the package would be in the order of £149.800 million. This forecast increase to total scheme costs, although stated in the financial case, did not request indicative approval at this time and as a result the allocation within the West Yorkshire plus Transport fund remained at £36.5 million.

Subsequently, a £12.8 million contribution from the Leeds Public Transport Investment Programme (LPTIP) has been secured and up to £70.2 million of other funding sources has been identified to deliver the Leeds City Centre Package. This results in the funding requirement from the West Yorkshire plus Transport Fund now being £66.8 million (against a baseline allocation of £36.5 million).

It has been determined that in order to secure the third party funding the package should be split into four independently deliverable phases which will be progressed individually through the Combined Authority's assurance process.

- Phase 1: Reconfigure Armley Gyratory and closure to general traffic of City Square
- Phase 2: South Bank Highways reconfiguration
- Phase 3: Reconfigure M621 Junctions 3&4
- Phase 4: Widen M621 Junctions 1 to 2

In addition, this will enable the phase 1 business case to be expedited in order for the works on the Armley Gyratory to be completed by December 2021, with works on City Square forecast to be initially closed in 2021 and related public realm works completed by 2023. The West Yorkshire plus Transport funding will in the main be utilised on phase 1 of the package, but some will also be spent developing the other phases as part of the existing development funding approval of £3.774 million.

This Change Request can be summarised as follows:

- Increase to the total LCCP costs from £36.5 million to £149.8 million
- That the revised total LCCP costs will be funded as follows
  - £66.8 million – The Combined Authority's West Yorkshire plus Transport funding
  - £12.8 million – the Combined Authority's Leeds Public Transport Investment Programme funding
  - £70.2 million – Third Party funding
- That the funding contribution from the West Yorkshire plus Transport Fund is increased from £36.500 million to £66.8 million. This increase will be funded through over programming against the West Yorkshire plus Transport Fund.
- That the LCCP package will now be delivered as four individual phases

### **Outputs, benefits and inclusive growth implications**

The overall objective of the Leeds City Centre Package (LCCP) is to enable growth in the Leeds City Region economy. The LCCP is a programme of works designed to support Leeds as an urban growth centre as identified in the Leeds City Region's

Strategic Economic Plan (SEP), delivering growth in jobs and housing on South Bank and enabling the city to be HS2 ready. The package has strong interdependencies with several major complex projects including the new HS2 station serving the Leeds City Region and Highways England Road Investment Strategy investment in the M621.

It is expected that the full LCCP will deliver the following outputs, with the output relating to Armley and City Square delivered as part of phase 1 of the package:

- Closure to general traffic of City Square and creation of a Leeds City Region gateway and extended City Centre.
- Increased capacity of the Armley Gyratory to absorb the revised traffic flow.
- Development works to detail the South Bank highways reconfiguration required for the South Bank regeneration.
- Increased travel to the centre by sustainable modes of transport
- Reducing severance at Armley Gyratory and through South Bank and improving non-motorised user facilities and improvements to public transport services through South Bank.

## **Risks**

The key risks, and mitigating actions, for this project are:

- The package has the potential to build upon other 3rd party funding initiatives including Highways England, LPTIP, and Housing Infrastructure Fund (HIF) worth £83 million. However confirmation of all of these funding sources may not fall within the package required timescales. A detailed funding strategy for phases 2, 3 and 4 will be developed.
- There are indications that the scale and complexity of the package outweighs the current resource allocation and this needs to be addressed in order to achieve the stated timescales. However by phasing the project, Armley Gyratory and elements of City Square can be delivered within the Transport Fund timescales.

## **Costs**

The total forecast cost for the Leeds City Centre Package (LCCP) is £149.8 million. This has increased from the original 2012 forecast of £36.5 million.

The Combined Authority's total contribution to the LCCP is £79.6 million. This will be funded from the West Yorkshire plus Transport Fund's original allocation (£36.5 million), Leeds Public Transport Investment programme (£12.8 million) and over-programming against the West Yorkshire plus Transport Fund (£30.3 million).

The West Yorkshire plus Transport Funding of £66.8 million will fund the whole of Phase 1 and progression of business cases for Phases 1, 2, 3 and 4 of the LCCP. The £66.8 million includes the already approved £3.774 million development costs. No further development costs are requested as part of this report.

## Timescales

The anticipated timescales of the Leeds City Centre Package phase 1 are:

- Decision point 5 for Phase 1- Armley Gyratory December 2019 and for City Square December 2020.
- Forecasted Decision point 6 for Phase 1 – Armley Gyratory December 2021, City Square December 2023.

## Future assurance pathway and approval route

Assurance pathway	Approval route
Decision point 4 for Phase 1 (full business case) (two separate full business cases for Armley Gyratory and City Square)	Recommendation - Investment Committee Approval - the Combined Authority
Decision point 5 for Phase 1 (full business case with finalised costs) (two separate full business cases for Armley Gyratory and City Square)	Recommendation - Programme Appraisal Team Approval - Managing Director

## Tolerances

Project tolerances
That Combined Authority funding for phase 1 should remain within 5% of costs set out in this report
That Phase 1 timescales should remain within 3 months of the timescales set out in this report.

## Project responsibilities

<b>Senior Responsible Officer</b>	Gary Bartlett, Leeds City Council
<b>Project Manager</b>	Jacque Boulton, Combined Authority
<b>Combined Authority case officer</b>	Sara Brook

## Appraisal summary

The strategic case for the Leeds City Centre package (LCCP) is strong and based on deliverable schemes that meet core objectives whilst facilitating the development of HS2 and South Bank. Quantifiable benefits, through improved journey times, can be attributed to key phases of the scheme however further analysis is required to assess and quantify where possible the wider holistic benefits, in particular the closure to general traffic of Leeds City Square. Developing the package into a series of deliverable phases will better enable third funding to be secured and the final requirements upon the Transport Fund determined.

## Recommendations

That Investment Committee recommends to the Combined Authority that:

- (i) The change request for Leeds City Centre Package (LCCP) to increase the funding contribution from the West Yorkshire Plus Transport Fund from £36.5 million to £66.8 million is given indicative approval, that the LCCP package will now be delivered as four individual phases is approved and work continues on Activity 4 (full business case) for Phase 1 and on Activity 3 (outline business case) for Phases 2, 3 and 4.
- (ii) The revised total package delivery cost of £149.8 million is noted of which indicative funding from the Combined Authority is £79.6 million. This will be funded from the West Yorkshire plus Transport Fund's original allocation (£36.5 million), over-programming against the West Yorkshire plus Transport Fund's requested as part of this report (£30.3 million) and Leeds Public Transport Investment programme (£12.8 million).
- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report, including at decision point 5, which will be made through a delegation to Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This approval route will be subject to the scheme remaining within the tolerances outlined above.



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## MINUTES OF THE MEETING OF THE LEEDS DISTRICT CONSULTATION SUB-COMMITTEE HELD ON MONDAY 9 APRIL 2018 IN COMMITTEE ROOM A, WELLINGTON HOUSE, LEEDS

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### **Present:**

Councillor Michael Lyons (Chair)	Transport Committee
John Birkby	Public Representative
Linda Bishop	Public Representative
David Brady	Public Representative
Howard Dews	Public Representative
Kat Handy	Public Representative
Catherine Keighley	Public Representative
Clare Mason	Public Representative
Mark Parry	Public Representative
Judith Rhodes	Public Representative
Eric Smith	Public Representative
Brannoc Stevenson	Public Representative
Bill Tymms	Public Representative
Clive Woods	Public Representative

### **In attendance:**

Paul Foster	Leeds City Council
Simon Pope	WSP
Paul Flanagan	Arriva Yorkshire
Martin Hirst	First Group
Paul Moses	First Group
Will Pearson	First Group
Pete Myers	Northern
Graham Meiklejohn	TransPennine Express
Dave Pearson	West Yorkshire Combined Authority
Diane Groom	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority

### **1. Apologies for Absence**

Apologies for absence were received from Councillor Keith Wakefield, Councillor Christine Towler, Councillor Neil Buckley, Brittany Stead, Peter Dixon, and Mike Leighton.

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

None were declared.

### 3. Exempt information – possible exclusion of the press and public

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

### 4. Minutes of the meeting held on 9 January 2018

**Resolved** - That the minutes of the last meeting be approved.

### 5. Connecting Leeds

The subcommittee was provided with a presentation outlining Leeds City Council's transport strategy for the city, which was welcomed by the subcommittee. The first consultation is ending in May 2018, with a second one planned for Summer 2018. Headlines from the presentation included:

- An aim to reduce car usage/presence in the city centre
- Satisfying increasing popularity of park and ride schemes, with a potential site in North Leeds
- Utilising an investment programme of nearly £500m encompassing works to improve bus, cycling and walking on key corridors, city centre gateways, new buses, rail station improvements and preliminary works to develop three new rail stations
- Reduce journey times and, by extension, traffic congestion
- Make transport modes more reliable and improving quality of buses
- Pursuing the possibility of bus lanes and other infrastructure and road improvements around junctions and roundabouts

This was followed by questions and a discussion covering the following:

- That bus operators, through the Combined Authority, are closely involved and are behind the strategy.
- Concerns were raised that the planned bus lane extension on Scott Hall Road would not be used enough and might be opposed by residents. It was stressed that the plans are in the early stages and decisions have yet to be made, pending analysis of effects on traffic and communities and the commercial viability of any park and ride services going through Scott Hall Road. Leeds City Council hope to capture these concerns in the consultation.
- The Council was urged to coordinate strategy and plans with Highways to ensure that efforts are not duplicated and plans do not contradict each other.
- Analysis should be done on how population increases and demographic trends effect particular services and transport modes in the long term, before building permanent infrastructure like bus lanes to suit immediate needs. The Council accepted this point and has ensured that transport is included in Local Plans and connected to housing strategy and that any infrastructure being built has a potential dual purpose e.g. bus lanes having the potential to be converted for use in a newer mass transit system in the future.

**Resolved:** That the presentation on Connecting Leeds be noted and the subcommittee's feedback be noted.

## 6. Tracker Survey

The subcommittee was provided with a presentation outlining the findings of the annual West Yorkshire Tracker Survey, followed by questions and a discussion covering the following:

- That some people cannot afford to use smartphones and other digital services and therefore printed material should not be discontinued. In some cases the information on digital and printed do not match. In other cases, it is taking weeks to update bus stop displays after changes to services.
- The subcommittee heard that the bus stop displays are updated together at a set time and the delays were due to a new style of display being rolled out.
- If there are plans to move to a more digital based platform, maintenance should be a priority, 24/7 – particularly on weekends – to ensure websites and apps are always functional.

**Resolved:** That the Tracker Survey and the subcommittee's feedback be noted.

## 7. Operator updates

Northern updated the subcommittee on rail service changes affecting the Leeds area due to the new timetable update scheduled for May 2018. Due to an unfortunate delay in the electrification of rail near Bolton, certain electric train reallocations which the new timetable relied upon could not be made and the timetable had to be redone. It was emphasised that no previous enhancement plans have been cancelled, only delayed until the new lines and trains are in operation – expected in Summer/Autumn 2018. The additions of the Leeds-Harrogate quarterly service and the new York-Leeds-via-Micklefield fast service have been postponed. Network Rail must first approve the timetable before they are printed. The new changes will be distributed to the subcommittee after the meeting.

First reported the following updates, which were followed by discussion and questions:

- First are on board with and support Connecting Leeds, sending staff to the consultations.
- Improved punctuality since January 2018 – after some difficult timetable decisions.
- Still working on improving punctuality on certain 'problem' routes.
- New ultra-low emission buses expected in June on the park and ride.
- £7.5m spent on new buses with a target spend of £71m on improvements to the fleet. The first phase of new buses are operating on Headingley services.
- Introduced audio-visual on buses, and seeking feedback from passengers to improve further.
- A new target to double patronage within 10 years has been adopted.
- A recruitment drive for staff is ongoing and 40% of existing staff are undergoing new training programmes.

- New customer service hub being established in Leeds.
- A target of 80% cashless travel within 5 years has been set to reduce journey times extended by cash transactions. Mobile payment and MCard are preferred.
- First will investigate some issues about the real time displays not featuring a minute countdown on the newer buses.
- 33A's punctuality issues – which is affecting patronage – is being reviewed and is in line for a timetable change in May 2018.
- Ticket products being reviewed to ensure anomalies such as under 18 mobile fares being the same as paper ticket fares.

**Resolved:** That the operator updates be noted and subcommittee's feedback be noted.

## **8. Information Report**

An information report was presented updating the sub-committee on matters relating to the Leeds district.

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

## **9. Open Forum – Questions and suggestions**

The Clean Air Zone consultation will probably begin in June 2018.

Suggestions and comments included:

- More effort needs to be taken to gather data on the current transport usage landscape by district, within West Yorkshire. Targets of increasing patronage cannot be effectively met if accurate current numbers are not known at district level. It was noted that district specific data is difficult to gather due to the cross-district nature of transport use.
- Transport for the North's (TfN) Strategic Transport Plan is too rail focused without enough focus on buses. It was noted that TfN's mandate is to focus on regional transport networks between cities and regions, though buses would be part of the multi-modal smart ticketing system being developed by TfN.
- The Subcommittee asked if the new Real Time Display designs can be shared with members and if they could suggest the best places to put them. Real time displays will be prioritised on high frequency routes.

## **10. Provisional date of the next meeting – 22 October 2018**

## MINUTES OF THE MEETING OF THE CALDERDALE DISTRICT CONSULTATION SUB-COMMITTEE HELD ON TUESDAY 10 APRIL JANUARY 2018 IN THE MAIN HALL, THE KINGS CENTRE, HALIFAX

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### **Present:**

Councillor Daniel Sutherland (Chair)	Transport Committee
Councillor Peter Caffrey	Transport Committee
Reid Anderson	Public Representative
Myra James	Public Representative
Peter Melling	Public Representative
John Myddelton	Public Representative
John Sheppard	Public Representative
Kate Smyth	Public Representative
Geoff Wood	Public Representative

### **In attendance:**

Mary Farrar	Calderdale Council
Tommy Moorhouse	Calderdale Council
Pete Myers	Northern
Jon Croxford	Arriva
Jonathan Woodhouse	Arriva
Mark Fenwick	Arriva
Oliver Howarth	First Group
Mike Holland	Yorkshire Tiger
Robert Mason	Yorkshire Tiger
Diane Groom	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority

### **1. Apologies for absence**

Apologies for absence were received from John Whiteley, Zaheer Khalil, and Meg Gillet.

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

None were declared.

### **3. Exempt information – possible exclusion of the press and public**

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

### **4. Minutes of the meeting held on 9 January 2018**

It was clarified that the name of the report referenced in minute 11 was the 'Transport and Travel' report and considered wider issues than those noted.

**Resolved** - That the minutes of the last meeting be approved.

## 5. Low Emissions and Air Quality Strategy

The subcommittee was provided with a presentation outlining Calderdale Council's emerging Low Emissions and Air Quality Strategy followed by questions and a discussion covering the following:

- It was felt that air quality should be one of the Transport Committee's top priorities as a large part involved relieving traffic congestion and the pollution associated with that.
- It was a question of policy and priorities of policymakers, not constrained by resources due to the Transport Fund being substantial (at £1.6bn).
- Although strategies to divert and control traffic through the traffic lights and road infrastructure modifications were being considered, the subcommittee felt that for the money being spent on them the return on the investment in terms of outcomes and lowered emissions were not enough.
- Reducing the use of cars was the strongest possibility of progress. Suggestions for this included publicity and information campaigns promoting non-car modes to stimulate public support, bus lanes (and fixing delayed light changes on bus lanes), park & rides, intelligent/smart parking, stronger enforcement of illegal parking, and reducing the amount of freight on the roads.
- Other suggestions included promoting electric cars and walking, integrating environmental policies in local plans, place policy and housing (e.g. electric charging points or non-car only residential areas), promoting and expanding clean air (and congestion) zones, and investing in mass transit and local infrastructure.

The subcommittee also heard evidence from representatives from 'Calderdale Friends of the Earth' and agreed that the Chair of this subcommittee raise a resolution passed by the subcommittee:

"That the Transport Committee, in light of the February 2018 Supreme Court judgement and in order to fulfil Objective 7 of the Transport Strategy, recommend that the Yorkshire Combined Authority lead a process with the five West Yorkshire constituent councils to review the West Yorkshire Low Emissions Strategy by 2020 in light of new regulations – and if powers or resources are not forthcoming, representations should be made to the central government for extra provisions and mechanisms. "

**Resolved:**

- i) That the presentation on Calderdale's Low Emissions and Air Quality Strategy be noted and the subcommittee's feedback be noted.



- ii) That the Chair raise the subcommittee's resolution at the Transport Committee as quoted in minute 5 above.

## 6. Tracker Survey

The subcommittee was provided with a presentation outlining the findings of the annual West Yorkshire Tracker Survey, followed by questions and a discussion covering the following:

- That the blind companion passes are now available online – no need to go to the council.
- People's opinions on the discontinuation of printed literature should be sought.
- The number of questions is limited as it is a telephone survey. A separate survey for certain issues might be considered in future.
- The full report/data is available for distribution to the subcommittee.
- Officers will check how deaf people were consulted through the telephone survey and report back.

**Resolved:** That the Tracker Survey and the subcommittee's feedback be noted.

## 7. Operator updates

Northern updated the subcommittee on service changes affecting Calderdale due to the new timetable update scheduled for May 2018. Due to an unfortunate delay in the electrification of rail near Bolton, certain electric train reallocations which the new timetable relied upon could not be made and the timetable had to be redone. It was emphasised that no previous plans have been cancelled, only delayed until the new lines and trains are in operation – expected in Summer/Autumn 2018.

The subcommittee discussed the changes, followed by questions and a discussion covering the following:

- Disappointment was expressed at the delay of a new service from Calder Valley to Manchester airport, especially after investment in new rail tracks.
- Northern will consider, rolling stock permitting, an extra Sunday service on the Brighouse route.
- Station car park extensions have been greenlit at Hebden Bridge and Mirfield and some consideration is being given to potential changes to Mirfield station.

First reported the following updates:

- No significant changes to Calderdale bus services.
- A recruitment drive for staff is ongoing and 40% of existing staff are undergoing new training programmes. The subcommittee acknowledged that the training has worked – reporting that drivers have begun asking passengers where they are going in order to help.
- A target of 80% cashless travel within 5 years has been set to reduce journey times extended by cash transactions. Mobile payment and Mcards are preferred.

Yorkshire Tiger and Arriva reported only minor service changes to improve punctuality, with an increased focus on customer communications.

**Resolved:** That the operator updates be noted and subcommittee's feedback be noted.

## **8. Information Report**

An information report was presented updating the sub-committee on matters relating to the Calderdale district.

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

## **9. Open Forum – Questions and suggestions**

It was suggested that:

- The Combined Authority formally object to penalty fares introduction until all machines which sell 'best value' tickets are installed as the current machines take too long. Assurances were given by Northern that the policy will be reasonably applied and only at stations with working (well maintained) ticket machines. The scheme will be advertised widely and there will be 'promise to pay' tickets issued to alleviate any issues that may arise. Though, lateness/queues is not considered a good excuse for not boarding with a ticket.
- Rail station signs on the platforms should be better illuminated as it is difficult to see at night. It was noted that new trains will feature audio-visual technology announcing each station, not just the destination.
- Blind passengers not be forgotten in plans to increase the amount of real time displays and information being displayed on screens. Digital avenues should also include audio-visual information.
- The Combined Authority closely monitor the services it subsidises or funds to ensure they are running. It was noted that this was already the case.

Members also asked for any information or developments relating to the Combined Authority funded Halifax town centre scheme to be shared as they have not heard anything since the consultation in July 2017.

## **10. Provisional date of the next meeting – 30 October 2018**

## MINUTES OF THE MEETING OF THE BRADFORD DISTRICT CONSULTATION SUB-COMMITTEE HELD ON MONDAY 16 APRIL 2018 IN COMMITTEE ROOM 1, CITY HALL, BRADFORD

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### **Present:**

Councillor Taj Salam (Chair)	Transport Committee
Councillor Hassan Khan	Transport Committee
Councillor Rebecca Poulsen	Transport Committee
Christopher Allan	Public Representative
James Craig	Public Representative
Stephen Hetherington	Public Representative
Andrew Jewsbury	Public Representative
Peter Ketley	Public Representative
Nasreen Khan	Public Representative
Gareth Logan	Public Representative
Norah McWilliam	Public Representative
Andrew Noble	Public Representative
Graham Peacock	Public Representative
John Prestage	Public Representative

### **In attendance:**

Oliver Howarth	First Group
Pete Myers	Northern
Phil Jolly	Transdev
Neale Wallace	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority

### **1. Apologies for absence**

Apologies for absence were received from Keith Renshaw and Councillor Nussrat Mohammed.

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

None were declared.

### **3. Exempt information – possible exclusion of the press and public**

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

### **4. Minutes of the meeting held on 22 January 2018**

Matters arising from the last meeting included:

- A long term solution for the problems with the surface of the bus movement area at Bradford Interchange will be incorporated into the masterplan for the site; patching will continue to be applied in the short term .
- Bradford Interchange is managed by the Combined Authority and Northern Rail. The Council is responsible for access to the site.
- Funding is being sought for the pedestrian/ cycle scheme at Queensbury Tunnel.

**Resolved** - That the minutes of the last meeting be approved.

## 5. Tracker Survey

The subcommittee was provided with a presentation outlining the findings of the annual West Yorkshire Tracker Survey, followed by questions and a discussion covering the following:

- The Buses Act of 2017 requires operators to make data public enabling the creation of apps. Government guidance around this is expected within the year (2018).
- Officers would double check and report back to the committee about whether the survey and website were available in other languages.
- Transport for the North (TfN) is leading the development of an integrated smart ticketing system across the north of England – not the Combined Authority.
- Due to the greater take up of digital services , the use of printed timetable booklets and maps has decreased. The Combined Authority will print 5,000 or so copies of the bigger services when initially issued but will not be re-printed until the next major change. This reflects the general trend to go paperless across all aspects of customer service
- Park and Ride, and Rail, will be separate modes of transport on next year's survey.
- Only West Yorkshire residents are respondents to the survey.

**Resolved:** That the Tracker Survey and the subcommittee's feedback be noted.

## 6. Operator updates

Northern updated the subcommittee on service changes affecting Bradford due to the new timetable update scheduled for May 2018. Due to an unfortunate delay in the electrification of rail near Bolton, certain electric train reallocations which the new timetable relied upon could not be made and the timetable had to be redone. It was emphasised that no previous plans have been cancelled, only delayed until the new lines and trains are in operation – expected in Summer/Autumn 2018.

- There will be a new Leeds to Southport via Brighouse service.
- Due to delay of the rail electrification, the extension of service from Bradford beyond Manchester Victoria to Chester or the airport has been postponed
- The York – Bradford – Blackpool services will be split due to the electrification works. Passengers from Bradford to Blackpool will need

to change at Preston.

- The timetable for the Foster Square, Ilkley, Skipton services will change to accommodate additional stops at Kirkstall Forge.
- The security presence at Bradford Interchange has been increased by the Combined Authority and all Northern staff are now out from behind the glass and more directly accessible to customers and passengers.

The subcommittee discussed the changes, followed by questions and a discussion covering the following:

- New trains are expected to be in operation by January 2020 and are currently being tested – diesel first, and the electric ones will follow.
- Members felt there were not enough early morning services even though the Franchise commits Northern to more early/late services. Track access is limited in early/late time slots due to necessary works and other considerations taken by Network Rail for maintenance – without track access, early services cannot run. The Combined Authority and Northern are raising the issue with Network Rail.
- Network Rail were commended for the work they have put into mitigating the effects of bad weather and rain on landslides affecting rail lines and work was being done to improve prevention efforts in the future further.
- Concerns were raised about the new penalty fares regime and assurances were given that the policy will be reasonably applied, only at stations with working ticket machines which will be maintained well, the scheme will be advertised widely and there will be 'promise to pay' tickets issued to alleviate any issues that may arise. Prepaid tickets were advised for school children and lateness/queues would be a good excuse for not boarding with a ticket.

First reported no major bus service changes, that Bradford depot is now fully staffed with people and buses, and that contactless payment is now live – though there are no plans to eliminate cash on buses.

Transdev reported the following updates:

- New Keighley services, following new tender awards from the Combined Authority, and investment in five new vehicles (partly British made) for them.
- Introduced contactless payments, with 7% of income being generated from contactless payments in the first two weeks.
- A recruitment drive currently ongoing.
- A formal concern was raised that Bradford Highways seemingly did not grit primary route roads which affected bus services.
- A new hourly service to-and-from Leeds-Bradford airport is planned from May 2018.
- Concerns were raised that there were some services calling in at certain bus stops at 9.29am, where senior passes only activate from 9.30am. It was reported that all services should be even times (i.e. 9.30am) and the Combined Authority would speak to operators to ensure that all services are being ran in the customer's interest.
- Transdev drivers were praised for conduct and service during the bad weather, ensuring that passengers were not left stranded or in trouble.

**Resolved:** That the operator updates be noted and subcommittee's feedback be noted.

## **7. Information Report**

An information report was presented updating the sub-committee on matters relating to the Bradford district and followed by questions and a discussion covering the following:

- Regarding Yorkshire Tiger minibuses, the Combined Authority does monitor the fulfilment of contracts to ensure that they are adhered to and maintained through regular contract compliance meetings.
- The changes to Bradford Interchange will be sufficiently publicised so passengers are aware and staff will be on site to assist people as needed.

Public representatives suggested that bus stop timetable designs should be colour-blind compliant, display bus operator company logos (not to take up too much space) and be accessible to smaller people and people with wheelchairs.

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

## **8. Open Forum - Questions and Suggestions**

Questions asked and answered were:

- Mcard holders are not eligible for rail 'delay repayment' schemes– This is subject to ongoing discussions with rail companies.

Suggestions made included:

- Younger passengers should be better informed that they should not throw tickets away immediately upon getting on the bus and should keep them in case of inspection.
- There is too much focus on buses and rail without any focus on walking and cycling – particularly integrating rail and cycling.

## **9. Provisional date of the next meeting – 29 October 2018**

**MINUTES OF THE MEETING OF THE KIRKLEES DISTRICT  
CONSULTATION SUB-COMMITTEE HELD ON WEDNESDAY 18 APRIL  
2018 IN THE RECEPTION ROOM, TOWN HALL, HUDDERSFIELD**

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**Present:**

Councillor Manisha Kaushik (Chair)	Transport Committee
Councillor Martyn Bolt	Transport Committee
Councillor Eric Firth	Transport Committee
Councillor Andrew Pinnock	Transport Committee
John Appleyard	Public Representative
Anne Baldwin	Public Representative
Ian Bangay	Public Representative
Bruce Bird	Public Representative
Mark Denton	Public Representative
Christopher Jones	Public Representative
Shaun Jordan	Public Representative
Jean Kirby	Public Representative
Aleks Lukic	Public Representative
Mike Still	Public Representative
Mark Wylie	Public Representative

**In attendance:**

Jonathan Woodhouse	Arriva Yorkshire
Stuart Fillingham	First Group
Oliver Howarth	First Group
Pete Myers	Northern
Joy Devine	Yorkshire Tiger
Graham Meiklejohn	TransPennine Express
Diane Groom	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority

**1. Apologies for absence**

Apologies for absence were received from Councillor Mohan Sokhal, Ian Roper and Kelvyn Waites.

**2. Declarations of Disclosable Pecuniary Interests**

None were declared.

**3. Exempt information – possible exclusion of the press and public**

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

#### 4. Minutes of the meeting held on 10 January 2018

**Resolved** - That the minutes of the last meeting be approved.

#### 5. Tracker Survey

The subcommittee was provided with a presentation outlining the findings of the annual West Yorkshire Tracker Survey, followed by questions and a discussion covering the following:

- District specific data is not published as the sample size is too small to accurately draw Kirklees district-specific data and conclusions, though this will be considered in future, resources permitting.
- The level of satisfaction with the quality of the roads was challenged – it was not the experience of the members or the feedback they have received.
- Last year's results can be shared with members on request.
- The range of Mcard products is too confusing and difficult to determine value for money. The Combined Authority reported that it was working with operators and Transport for the North (TfN) to establish a capped, multi modal smart ticket.
- Although the Combined Authority doesn't have direct power over many of the survey question topics, it is important to collect the data so it can be considered in any strategies and focuses and to better inform engagement with operators and other bodies.

**Resolved:** That the Tracker Survey and the subcommittee's feedback be noted.

#### 6. Operator updates

Northern updated the subcommittee on service changes affecting Kirklees due to the new timetable update scheduled for May 2018. Due to an unfortunate delay in the electrification of rail near Bolton, certain electric train reallocations which the new timetable relied upon could not be made and the timetable had to be redone. It was emphasised that no previous plans have been cancelled, only delayed until the new lines and trains are in operation – expected in Summer/Autumn 2018.

- The extension of the Huddersfield-Wakefield service to and from Castleford has been postponed until a later change date.
- Leeds to Southport via Brighouse service still going ahead.
- There will more early trains between Manchester and Leeds.
- The new trains – when operational – will add an extra 250 carriages to services in total.

The subcommittee discussed the changes, followed by questions and a discussion covering the following:

- Concerns were raised about people will no longer be able to travel by rail between Kirkgate and Westgate. Particularly schoolchildren who will now have to make extra changes at new stops unsupervised increasing their travel time. Arriva noted that there are bus services between Kirkgate and Westgate.



- Westgate is also a connection to London, so a reduction in links to Westgate make it harder for Kirklees residents to get to London
- Concerns were also raised about the long running dispute about guards on trains and hoped a solution would be found soon. Northern was confident that their plans are safe and a compromise will be found.
- For some services, it becomes cheaper to split the fare at certain stations negating the point of advanced tickets. In other cases the advanced ticket is several times cheaper than tickets from stations along that line. Northern will feedback and want to eliminate these anomalies.
- A change in fare structures in order to simplify it might lead to price increases.

Yorkshire Tiger and First reported no major bus services changes, and First were currently engaging in a scoping exercise to review current services and will report back at a future meeting. Arriva also reported no major changes and that a punctuality review was ongoing.

TransPennine reported that 50% of their fleet has been upgraded, with further tests taking place on newly manufactured stock due in the UK in the near future – capacity will be increased. Timetable changes will be distributed via email.

**Resolved:** That the operator updates be noted and subcommittee’s feedback be noted.

## 7. Information Report

An information report was presented updating the sub-committee on matters relating to the Kirklees district.

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

## 8. Open Forum – Questions and Suggestions

Concerns were raised about:

- the extension to the middle platform at Marsden station not having disabled access. TransPennine assured the subcommittee that where access can not be adequately accommodated, arrangements will be made to make it accessible to people with disabilities.
- a series of acts of criminal damage occurring at bus and rail stations, including the drivers’ facilities at Cleckheaton bus station being broken into. The Combined Authority is working with the police, operators and drivers to improve security and offer alternate secure facilities for drivers.

The following suggestions were made:

- That the resources for the planned White Rose station be better used elsewhere and that it was a disruption to other services, adding travel time. Assurances were made that it was part of a wider strategy to improve links to the employment opportunities in that area .

Consultation on these proposals will occur in June/ July.

- That Network Rail to attend future DCSC meetings as many matters concern them.

**9. Provisional date of the next meeting – 24 October 2018**

## MINUTES OF THE MEETING OF THE WAKEFIELD DISTRICT CONSULTATION SUB-COMMITTEE HELD ON THURSDAY 26 APRIL 2018 IN OLD COURT ROOM, TOWN HALL, WAKEFIELD

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### **Present:**

Usman Ali (Acting Chair)	Public Representative
Councillor Kevin Swift	Transport Committee
Nigel Ashton	Public Representative
Cliff Baker	Public Representative
John Churms	Public Representative
Peter Daniels	Public Representative
David Hogg	Public Representative
Thomas Randall	Public Representative
David Young	Public Representative

### **In attendance:**

Kim Purcell	Arriva Yorkshire
Pete Myers	Northern
Neal Wallace	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority

### **1. Apologies for absence**

Apologies for absence were received from Councillor David Dagger and Paul Howden.

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

None were declared.

### **3. Exempt information – possible exclusion of the press and public**

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

### **4. Minutes of the meeting held on 18 January 2018**

**Resolved** - That the minutes of the last meeting be approved.

### **5. Tracker Survey**

The subcommittee was provided with a presentation outlining the findings of the annual West Yorkshire Tracker Survey, followed by questions and a discussion covering the following:

- • Due to the greater take up of digital services budget pressures

requiring savings to be made, the use of printed literature timetable booklets and maps has decreased. The Combined Authority will print 5,000 or so copies of the bigger services when initially issued but will not be re-printed until the next major change. This reflects the general trend to go paperless.

- Buses used to use airdials to transmit real time location data, but that the more accurate GPS is used by the new ticket machines which are a requirement for future CA contract services.
- District specific data is not published as the sample size is too small to accurately draw Wakefield district-specific data and conclusions, though this will be considered in future, resources permitting.

Concerns were also raised about the increasing digitalisation of services and what security measures the Combined Authority was employing. It was reported that the Combined Authority was testing robust firewalls frequently, but that officers will double check what measures were currently employed to protect against phishing scams and other potential breaches.

**Resolved:** That the Tracker Survey and the subcommittee's feedback be noted.

## 6. Operator updates

Northern updated the subcommittee on service changes affecting Wakefield due to the new timetable update scheduled for May 2018. Due to an unfortunate delay in the electrification of rail near Bolton, certain electric train reallocations which the new timetable relied upon could not be made and the timetable had to be redone. It was emphasised that no previous plans have been cancelled, only delayed until the new lines and trains are in operation – expected in Summer/Autumn 2018. The new changes will be distributed to the subcommittee after the meeting. Northern also reported a Combined Authority scheme to refurbish Castleford station including a renovation and expansion of the car park.

The subcommittee discussed the changes, followed by questions and a discussion covering the following:

- Plans for an extra train on the York-Pontefract Baghill service has been postponed until December 2018.
- A typo was noted on the schedule of the 10:14 Pontefract-York service departing at 10:15 and will be corrected – there should be a minimum five-minute turnover.
- Further improvements to services in Pontefract will require extra investment, for which a business case and funding will be needed.
- Northern colleagues will double check the apparent reduction in the 7.40 Sandal-Leeds service, being reduced to two carriages, and report back.
- Concerns were raised about the Huddersfield service now terminating at Kirkgate losing connections to London trains and issues for schoolchildren and others who travel from into Wakefield.
- Suggestions were also given for alleviating the parking problems at Kirkgate and concerns were raised that it could get worse with service

changes.

- Thorpe Park, Elland, and White Rose new stations are planned – but not Horbury
- There is uncertainty around plans to have a direct service to Bradford – not going through Leeds – in 2019.
- Concerns were raised about the new penalty fares regime and assurances were given that the policy will be reasonably applied, only at stations with working ticket machines which will be maintained well, the scheme will be advertised widely and there will be ‘promise to pay’ tickets issued to alleviate any issues that may arise.

Arriva reported the following updates:

- 10 Euro4 vehicles have been replaced with new Euro5 vehicles in Wakefield and work is being undertaken to upgrade the entire fleet.
- The Travel Office has been refurbished and now hosts an MCard machine outside.
- The company’s operations performance was rated as 99.5% of mileage operated in controllable conditions. Mileage lost for ‘uncontrollable’ reasons was 0.48% and 1.5% in February and March 2018 respectively – largely due to adverse weather.
- Punctuality increased 1.26% since last year.
- That the Combined Authority and operators cooperated well during the recent bad weather, establishing a scheme where operators accepted each other’s tickets to ensure everyone could get home – a scheme replicated across the country.
- An increase in female drivers due to a recruitment drive.
- Plans to introduce contactless payments in the future.
- Arriva colleagues are currently following up on a request to consider a new service to the industrial park.

#### **Resolved:**

- a) That the operator updates be noted and subcommittee’s feedback be noted.
- b) That the Combined Authority and operators be commended for their cooperative approach during the bad weather crisis and that greater cooperation, within current competition laws, be formally considered more often in the future.

## **7. Information Report**

An information report was presented updating the sub-committee on matters relating to the Wakefield district and followed by questions and a discussion covering the following:

- Combined Authority express its disappointment that TfN held no public engagement events in Wakefield, but did so in Leeds and Huddersfield
- The Combined Authority is trying to ensure that no services are lost, as are Transport for Greater Manchester and South Yorkshire Passenger Transport Executive.
- Car parking is becoming a problem as rail becomes more popular.

Fitzwilliam car park extension has delivered fewer than anticipated extra places due to the expense of the scheme and complications of the project regarding underground flood prevention.

The subcommittee suggested that empty land near Fitzwilliam (owned by Network Rail) and Normanton be incorporated into the car park extension projects if possible. Combined Authority officers will feed that back, but the project might be too far along to modify at this time.

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

**8. Open Forum - Questions and suggestions**

The subcommittee discussed the tendency of buses to use the car lane on the Black Road-Doncaster Road junction in Normanton, instead of the bus lane because it was faster and it was reported that this issue was being looked into by the Council's independent safety audit, after being raised by residents and Arriva.

**9. Provisional date of the next meeting – 1 November 2018**