

LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD

**MEETING TO BE HELD AT 12.00 PM ON WEDNESDAY, 25
SEPTEMBER 2019 AT NEXUS, UNIVERSITY OF LEEDS, DISCOVERY
WAY, LEEDS LS2 3AA**

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

In accordance with the requirements of the LEP Board Members' Code of Conduct, members have an obligation to review their register of interests before each meeting and to declare any interests.

If an interest has not been entered onto the LEP's register, then members must disclose the interest at any meeting at which they are present and where they have a disclosable interest in any matter being considered and where the matter is not a sensitive interest.

3. EXCLUSION OF THE PRESS AND PUBLIC

1. To highlight Appendix 1 to Agenda Item 10 which officers have identified as containing exempt information within the meaning of paragraph 3, Part 1 Section B of the Access to Information Annex to the LEP Board Procedure Rules, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.
2. To consider whether or not to accept the officers' recommendation in respect of the above information as set out in paragraph 4.1 of Agenda Item 10.
3. If the recommendation is accepted, to formally pass the following resolution:-

RESOLVED – That in accordance with paragraph 3 of Part 1 Section B of the Access to Information Annex to the LEP Board Procedure Rules, the public be excluded from the meeting during consideration of Appendix 1 to Agenda Item

10 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

4. MINUTES OF THE MEETING HELD ON 18 JULY 2019

(Pages 1 - 8)

For Decision

5. PANEL AND COMMITTEE REPORTS

(a) BUSINESS INNOVATION AND GROWTH PANEL

(Led by: Andrew Wright)

(Pages 9 - 12)

(b) EMPLOYMENT AND SKILLS PANEL

(Led by: Rashik Parmar)

(Pages 13 - 50)

(c) GREEN ECONOMY PANEL

(Led by: Simon Pringle)

(Pages 51 - 58)

(d) PLACE PANEL

(Led by: Cllr Tim Swift)

(Pages 59 - 62)

(e) LEP CAPITAL PROGRAMME (INVESTMENT COMMITTEE)

(Led by: Cllr P Box)

(Pages 63 - 74)

6. ADVANCED URBAN TRANSIT TECHNOLOGIES - MARKET TESTING

(Led by: Alan Reiss, Author: Tom Gifford)

(Pages 75 - 80)

7. BREXIT

(Led by: Alan Reiss, Author: Ian Smyth)

(Pages 81 - 86)

8. ECONOMIC REPORTING AND BREXIT ASSESSMENT

(Led by: Alan Reiss, Author: James Hopton)

(Pages 87 - 100)

9. CORPORATE PERFORMANCE REPORT

(Led by: Angela Taylor, Authors: Jon Sheard & Louise Porter)
(Pages 101 - 110)

10. FUTURE APPROACH TO BUSINESS FINANCE

(Led by: Alan Reiss, Author: Alex Clarke)
(Pages 111 - 148)

For Information

11. LOCAL INDUSTRIAL STRATEGY DEVELOPMENT

(Led by: Alan Reiss, Author: Emma Longbottom)
(Pages 149 - 152)

**12. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY
HELD ON 27 JUNE 2019**

(Pages 153 - 168)

**13. DRAFT MINUTES OF THE WEST YORKSHIRE COMBINED
AUTHORITY HELD ON 1 AUGUST 2019**

(Pages 169 - 178)

14. DATE OF NEXT MEETING

The next meeting will be held on 21 November 2019.

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**MINUTES OF THE MEETING OF THE
LEEDS CITY REGION ENTERPRISE PARTNERSHIP BOARD
HELD ON THURSDAY, 18 JULY 2019 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Roger Marsh OBE (Chair)	Leeds City Region Enterprise Partnership
Professor Bob Cryan CBE	University of Huddersfield
Nicola Greenan	East Street Arts
Amir Hussain	Yeme Architects
Mark Roberts	Beer Hawk Ltd
Andrew Wright	A W Hainsworth Ltd (Chair, Business Innovation & Growth Panel)
Councillor Andrew Lee (Substitute)	North Yorkshire County Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Andy D'Agorne (Substitute)	York Council
Councillor Peter McBride (Substitute)	Kirklees Council

In attendance:

Professor Simon Pringle	Project Rome
Rebecca Pates	SQW Consultants (minute 29 only)
Richard Hindle	SQW Consultants (minute 29 only)
Tom Riordan	Leeds City Council
Ben Still	LEP/West Yorkshire Combined Authority
Caroline Allen	LEP/West Yorkshire Combined Authority
Melanie Corcoran	LEP/West Yorkshire Combined Authority
Alan Reiss	LEP/West Yorkshire Combined Authority
Racheal Johnson	LEP/West Yorkshire Combined Authority
Ruth Chaplin	LEP/West Yorkshire Combined Authority

25. Chair's Comments

The Chair welcomed Mark Roberts and Councillor Andy D'Agorne (substitute for Councillor Keith Aspden) to the meeting.

26. Apologies for Absence

Apologies for absence were received from Adam Beaumont, Rashik Parmar, Joanna Robinson and Councillors Keith Aspden, Judith Blake, Peter Box, Richard Cooper, Susan Hinchcliffe, Carl Les and Shabir Pandor.

27. Declarations of Interest

In accordance with the requirements of the LEP Board Members' Code of Conduct, Members were reminded of their obligations to review their individual register of interests before each LEP Board meeting and to declare any interests.

28. Exclusion of the Press and Public

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

29. Minutes of the meeting held on 6 June 2019

Resolved: That the minutes of the meeting held on 6 June 2019 be approved and signed by the Chair.

30. Panel and Committee Reports

The Board discussed and noted the Panel and Committee updates which were presented to the Board for information.

It was noted that the Business Communications Groups had met on 5 June 2019. The meeting had been attended by Mark Roberts who was a member of the Employment and Skills Panel and the Future-Ready Skills Commission and the key points discussed were outlined in the report. It was reported that the delay in Brexit had also been discussed and the City Region's readiness for a 'no deal' situation. It was agreed that this should be discussed in more detail at the LEP Board's awayday in September 2019.

In respect of the Business Growth Programme (BGP), the Board discussed the proposed changes to the programme guidance and criteria which were set out in Appendix 1 to the submitted report. In approving the proposed changes, Members asked that consideration be given as to how the impact of climate change/low carbon can be embedded in the grant appraisal process. It was noted that the Business Investment Panel had requested a review of criteria be undertaken to help inform their consideration of applications. The proposed changes were considered by the Business Innovation and Growth Panel in May 2019 as the panel with strategic responsibility for the programme and the Board agreed that the changes be implemented from Quarter 3 of 2019/20 onwards.

The Board discussed the Strategic Inward Investment Fund (SIIF) and supported the broadening of the criteria to enable it to be used more flexibly

and proactively in the current and future economic climate. This included supporting major investment projects from UK businesses with a presence in the City Region as well as those with overseas ownership, and also supporting projects that can demonstrate significant numbers of jobs safeguarded, as well as those that will create new net employment in the City Region.

In respect of the Digital Inward Investment Fund (DIIF) branded as “#Grow”, the Board supported the importance of extending the DIIF to include a new fund focussed on growing the City Region’s existing creative and digital businesses - #Grow, to complement the existing #Welcome fund that provides funding to inward investors from that sector. The two funds will have a combined budget of £2.5m and will be supported by a dedicated project manager and marketing officer. The Board supported the principles of the proposals and the criteria for both the SIIF and #Grow will be circulated to Members.

It was noted that the Green Economy Panel had met on 9 July 2019 and the Board was provided with an update on the outcomes of the meeting including current activities and the recent workshops which had been held. In noting the declaration of a climate emergency by the Combined Authority, the Board discussed and welcomed the ambition to be net zero-carbon by 2038 and the strategic approach to achieving this.

The update on the Capital Programme (Investment Committee) was noted. The meeting was attended by Rebecca Pates and Richard Hindle of SQW Limited who are leading the National Evaluation Panel responsible for the monitoring and evaluation of investment funds across the UK. Leeds City Region is one of four areas subject to the evaluation in 2019 and SQW have been commissioned to evaluate the West Yorkshire plus Transport Fund. The headline findings were outlined in the submitted report and the Board received a presentation which provided a summary of SQW’s work on the independent review of the Growth Deal programme and the initial report findings.

Copies of SQW’s Executive Summaries of their Baseline and One Year Out reports for the Leeds City Region were attached at Appendices 1 and 2 to Agenda Item 5d. The Final Report would be delivered in November 2019 and the first gateway review was expected to be completed by Government in early 2020. It was noted that future growth deal funding may be subject to the outcome of the first gateway review. Quarterly national progress meetings were being attended with officers from the Department for Business Innovation & Skills (BEIS) and the Ministry of Housing, Communities & Local Government (MHCLG) and it was expected that greater clarity should emerge on how the final gateway report will form part of the overall assessment of performance, together with other evidence such as the annual conversations.

The Board thanked SQW for their attendance and informative presentation.

Resolved:

- (i) That the Panel, Committee and Group updates be noted.
- (ii) That the proposed changes to criteria and guidance for the Business Growth Programme as outlined in Appendix 1 to Agenda Item 5b be approved and that the changes be implemented from Quarter 3 of 2019/20 onwards.

31. Local Industrial Strategy Development

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on progress to develop a Local Industrial Strategy (LIS) and the headline findings from the economic assessment.

It was reported that a broad range of stakeholders had responded to the initial call for evidence to inform the development of the LIS evidence base and a second call for evidence was launched in June to ask more specific questions and delve into the foundations of productivity. External consultancy and support has been commissioned to develop more detailed evidence and the initial economic analysis and associated commissions are near completion.

Details of consultation and engagement activities were outlined in the report and it was noted that feedback to date includes the need to ensure that the LIS reflects the diversity of the City Region's economy, people and cultural offer. The Board considered the emerging themes from the evidence and consultation. They discussed the priority areas for action around productivity growth including tackling the climate emergency, inclusive growth, health and the skills agenda. It was noted that the development of the LIS had been considered by the LEP and Combined Authority's Panels and it was agreed that further engagement should be made with universities through their Vice Chancellors.

The independent panel had provided feedback regarding the process to develop the LIS and a further meeting would be held in July to consider the framework to shape the priorities for the LIS and associated outcomes, along with the implications for policy development.

The LIS will be finalised and submitted to Government in December 2019 and published in March 2020.

Resolved: That the progress made in developing a Local Industrial Strategy be noted.

32. Inclusive Growth - Update on Activities

The Board considered a report of the Director of Policy, Strategy and Communications which:

- Summarised the Inclusive Growth and Public Policy Panel's emerging work programme.
- Provided an update on the progress being made on establishing a strategic framework, developing the link to wider City Region priorities and identifying funding.
- Sought agreement to the approach and to delegate final programme decisions to the Panel and LEP Chairs.

It was reported that an Inclusive Growth Strategic Framework is being co-designed with partners. A support group has been established with senior district officers, private and third sector partners across the City Region to ensure a partnership approach to embedding inclusive growth and developing the Framework. The Framework will fully align with all other partner and regional strategies and reflect the LEP and Combined Authority's ambition for an inclusive approach to economic growth across the City Region.

It was noted that through working with the Panel and wider stakeholders, a pipeline of potential projects and interventions is being developed. It was agreed that in order to progress the work programme and take advantage of funding opportunities as they arise, any relevant approvals be delegated to the Combined Authority's Managing Director in consultation with the Chairs of the Inclusive Growth and Public Policy Panel and LEP Board.

Resolved:

- (i) That the Inclusive Growth and Public Policy Panel's emerging work programme be noted.
- (ii) That the progress being made on developing the LEP's strategic approach, including establishing a strategic framework and embedding inclusive growth in wider strategies be noted.
- (iii) That the approach of prioritising interventions with the strongest links to wider City Region strategies, in particular inclusive growth corridors be noted.
- (iv) That final programme decisions be delegated to the Combined Authority's Managing Director in consultation with the Chairs of the Inclusive Growth and Public Policy Panel and LEP Board.

33. Strengthened Local Enterprise Partnerships

The Board considered a report of the Director of Policy, Strategy and Communications which provided an update on progress to ensure the City Region's future local enterprise partnership (LEP) arrangements comply with the Government's requirements for strengthened LEPs.

At its last meeting, the LEP Board approved the procurement of external expertise to help recruit representatives of the private sector that reflect the diversity of the City Region and meet gender balance requirements and also to inform a remuneration policy for the Chair and any other appropriate positions. It was reported that the search and selection work was now underway and both LEP Boards will be updated as this progresses.

A copy of a letter sent on behalf of both LEPs was attached at Appendix 1 and, following formal consideration by the Minister and Permanent Secretary in accordance with the process for exemption requests, a response had been received. The Government have said that a new Board can be established by April 2020 with a maximum of 27 members, with a Board of no more than 20 members to be in place by 2022. With regards to funding it was noted that no assurances have been given for funding beyond 2019/20.

Resolved:

- (i) That the LEP Board notes that work is underway to procure external expertise to provide specialist search and selection support to help recruit future private sector LEP Board members that reflect the diversity of the City Region and enable the LEP to meet gender balance requirements and specialist advice to inform a remuneration policy for the Chair and any other appropriate positions.
- (ii) That the Government's response to the proposals raised jointly by the Transition Subgroup about LEP Board membership and future capacity funding be noted.

34. Culture and Citizen Experience

The Board considered a report of the Director of Policy, Strategy and Communications on culture and citizen experience.

Members were updated on the ongoing activity of City Region partners who are working together to unlock the full potential of culture, sport and major events to deliver the City Region's vision. A 12 month secondment from the Arts Council for a part time City Region advisor was being supported by 10 partners and the role would provide dedicated capacity to develop the City Region's approach to culture sport and major events.

The report provided an update on the approach of the City Region's advisor on culture and citizen experience and emerging areas of collective focus and the Board considered the proposals for the future direction of activity, including the role of the LEP Board, Place Panel and other Panels. Emerging findings from engagement with local authority and other cultural leaders show the variety of ways culture, heritage, sport and major events can have an impact on inclusive growth. The Board considered that there was potential to establish a new multidimensional cultural framework with a cultural vision complementing the framework that describes the City Region's

existing cultural strengths, future opportunities and sets clear priorities and delivery mechanisms.

Members noted the updates which were also provided on a number of recent national programmes and projects of cultural activity which align with, and can help support the LEP's cultural ambitions and which are feeding into the work to develop the cultural vision and framework.

Resolved:

- (i) That the LEP Board endorse the report as an overview of City Region activity on culture, heritage, sport and major events and the progress of the culture and citizen engagement advisor since taking up the part time position in April 2019.
- (ii) That the LEP Board endorse the leadership of the City Region's cultural and citizen experience agenda outlined in paragraph 2.10 of the submitted report, with the Place Panel playing a co-ordinating role over a wider framework as the Business Innovation & Growth Panel does on digital.
- (iii) That the associated regional and national updates, which will be taken into account as partners develop the cultural framework and narrative, be noted.

35. Corporate Performance Report

The Board considered a report of the Director of Corporate Services which provided an update on a range of corporate and governance matters.

A summary of the 2018/19 revenue budget and final outturn figures (subject to audit) was attached at Appendix 1. The external audit of the annual accounts for 2018/19 was near completion and the final accounts were to be presented for approval at the Governance & Audit Committee meeting to be held on 23 July 2019.

Members noted the corporate risk update and that a detailed review of the corporate risk register had been undertaken and a number of changes suggested. A copy of the revised version was attached at Appendix 2.

In respect of corporate performance, it was reported that the quarter 1 data is currently being collated and a full update on performance against 2019/20 objectives would be provided at the next meeting.

It was reported that the Combined Authority had approved changes to the terms of reference of the Overview & Scrutiny Committee to make more explicit its ability to extend its functions to decisions and activities of the LEP. The LEP Board will be advised of any input that may be required to the Committee's workplan for 2019/20.

Resolved: That the report be noted.

36. Date of Next Meeting

The next meeting of the LEP Board will be held at 12 pm on Wednesday 25 September 2019.

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Business Innovation and Growth Panel**

Director(s): Alan Reiss, Director of Policy, Strategy & Communications
Henry Rigg, Interim Executive Head of Economic Services

Author(s): Henry Rigg, David Shepherd, Jonathan Skinner, Sarah Bowes

1. Purpose of this report

- 1.1. To provide the Leeds City Region Enterprise Partnership (LEP) Board with a progress report on significant areas of activity related to the Business, Innovation and Growth (BIG) Panel.

2. Information

Business Support

Brexit Preparation and Response

- 2.1 An additional 8.5 SME Growth Managers are being recruited (five now in post) as part of the ongoing extension of the Growth Service, and in direct response to Brexit. This will bring the total number to 19 full-time equivalents, with the newly appointed ones providing more intensive support for a cohort of the most strategically important SMEs in each district. This is being determined by the size of the businesses, the sectors in which they operate and their exposure to international trade.
- 2.2 All of the Growth Managers are focussed on supporting businesses with Brexit preparation and response in the coming weeks and months, which includes a detailed toolkit and a train-the-trainer programme. They will also be attending the Brexit Business Roadshow in Leeds on 4 October 2019, along with the Growth Service Gateway Team and the LEP's Key Account Management team. In addition, the LEP Growth Service, following a request from Government, is coordinating Brexit business preparation activities and intelligence gathering across the Yorkshire and Humber Region.
- 2.3 A new £2m Leeds City Region Brexit Business Support Scheme has been designed that will provide SMEs with bespoke professional advice and guidance on issues directly related to Brexit, such as accreditations, regulatory changes, contractual matters, financial and risk planning and workforce planning. This is part of the package of Brexit-related interventions endorsed by the LEP Board in March 2019. A finance product was also part of the same package and is currently being developed.

Business Productivity Pilot

- 2.4 The first pilot was launched in late 2018 and resulted in seven capital investment projects being supported with £516,000 of LEP investment from the Business Growth programme (BGP). These projects are now in delivery and the businesses involved have agreed to participate in a longitudinal survey for up to two years to track productivity improvements. The investment projects represent a good mix of manufacturing operations from both SMEs and large enterprises across the City Region, with the key difference to the main BGP being that the job creation requirement has been replaced by the need to demonstrate and measure productivity improvements.
- 2.5 At its meeting on 10 September 2019, the BIG Panel considered three options in relation to future investments in this area: -
1. Deliver a second pilot along the same lines as the first.
 2. Change the criteria for BGP to enable the main programme to support projects leading to productivity improvements, as well as those creating and/or safeguarding new jobs.
 3. Defer a decision until after the outcome on exiting the European Union (EU) is known.
- 2.6 The Panel recommended that the first of the above options be actioned by the Business Support Team so that more evidence on productivity improvements could be collected and considered (including to inform the Local Industrial Strategy), and so that business investment could continue to be supported and incentivised in response to Brexit. It was also keen to increase the amount ring-fenced for the second pilot to £750k so that more projects could be supported, and was also keen to move towards Option 2 above as core business, following the second pilot.

Channel 4 Activity

- 2.7 There has been good progress on delivery against the commitments made by the City Region to Channel 4, including more intensive support for the creative and digital sector. This includes the delivery of the £2.5m #Welcome and #Grow programme to support business investment from new and existing businesses in the sector, and the finalising of the £1.5m Creative Industries Opportunities programme, following a period of extensive consultation with the creative sector, and with both the BIG Panel and the Employment and Skills Panel in early September 2019.

Trade and Investment

- 2.8 Nine inward investment successes were recorded in May through to August since the last BIG Panel update for the LEP Board on 6 June 2019 (four of which remain confidential at the time of writing this report).
- OSO Polymers – Leeds, 260 jobs by 2022.
 - DXW – Leeds, 12 jobs.
 - UNTHA UK - Boroughbridge, 3 jobs

- Euro-Pro Europe Limited - Leeds ,9 jobs
 - Oviva - Leeds, 30 jobs.
 - Large chemicals company investing £2.7 million in their existing site to accommodate new product lines.
 - Global aerospace company have committed to a new site in the City Region safeguarding 200 jobs and creating 50 new jobs.
 - Food production company have invested into a new production line with plans to create 40 new jobs in the next 12 months.
 - Professional services company have expanded their existing presence with plans to create 150 jobs.
- 2.9 46 new enquiries were received and 11 investor visits to the region were hosted during this same period.
- 2.10 The Trade and Investment team have attended a number of events and conferences over the past quarter with the aim to raise the profile of Leeds City Region and engage with industry.
- 2.11 This included attendance at
- Chem Expo (Harrogate)
 - Making Pharma Expo (Coventry)
 - Railtex (Birmingham)
 - Med Tech Innovation Expo (Birmingham)
 - Digital Health and Care Congress (London)
 - City UK annual conference (London)
 - Future of Place Festival (London)
 - London Tech Week
- 2.12 Upcoming planned activities include
- SIBOS (London) – 23-26 Sept 2019
 - SMART Cities Expo (Barcelona) – 18-21 Nov 2019
 - China and Business of Design Week (China and Hong Kong) – 30 Nov to 15 Dec 2019
 - Arab Health – Dubai – 27-30 Jan 2020
 - MIPIM 2020 (Cannes) – 9-13 Mar 2020
- 2.13 KADA Research report on Creative Industries in the Leeds City Region: Review of International Trade Activity and Potential Opportunities has now concluded, which provides an interesting picture of a vibrant and growing sector, one which has exhibited growth at a much faster rate than the rest of the City Region's economy.
- 2.14 The **Key Account Management team** is currently engaging with over 125 companies across the region and actively account managing 85 of these. Approximately 65% of the companies are in the advanced engineering and manufacturing sector, with 20% from the creative and digital sector. Brexit challenges, opportunities and insights continue to be a priority with this activity

- 2.15 Since the start of June 2019, **the Investor Development team** has visited a further 31 plus companies and identified 13 active expansion/relocation projects.

3. Financial Implications

- 3.1 There are no direct 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 For the LEP Board to note progress on significant areas of activity related to the BIG Panel.

8. Background Documents

- 8.1 None.

9. Appendices

- 9.1 None.

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Employment and Skills Panel**

Director(s): Henry Rigg, Interim Executive Head of Economic Services,
Alan Reiss, Director of Policy, Strategy & Communications

Author(s): Michelle Burton, Head of Employment and Skills

1. Purpose of this report

- 1.1 To provide the LEP Board with a report on the work of the Employment and Skills Panel.

2. Information

Chair's update

- 2.1 The Chair provided an update to Panel members on:

- The new Prime Ministers appointments which impact on the work of this panel including appointment of a **new Secretary of State**:
 - Gavin Williamson in Education (no appointment has been made to the position of Minister for Skills and Apprenticeships)
- The **Convention of the North**, in partnership with NP11 on 13 September where the event will debate six policy priorities for the North. Cllr Hinchcliffe will chair a session on education and skills, in which changes to the delivery of education and skills services in the North will be explored, based on three ideas:
 - a. Continuing to develop local employer-engaged education and skills systems
 - b. Develop a common definition of Good Employment across the North
 - c. Creation of a collaborative board to drive improvements in Northern schools
- Update on the proposed **merger with York, North Yorkshire and East Riding LEP** to create a new LEP covering all of West Yorkshire, North Yorkshire and York with discussions continuing in October.

Delivery Agreements

- 2.2 The first formal reviews of **Delivery Agreements** with the seven West Yorkshire Colleges took place in autumn/winter 2018. A report was published on 6 June highlighting the outcomes of the reviews and current position

statement for each college <https://www.westyorks-ca.gov.uk/media/2350/delivery-agreements-2019.pdf>.

- 2.3 The next round of formal reviews will commence later this year following release of data from the Education and Skills Funding Agency.

School Partnerships

- 2.4 The **Enterprise Adviser Network** and the Combined Authority's Enterprise Coordinators are currently engaged with 182 (90%) of secondary schools and colleges. From April 2019 to June 2019 the network has delivered over 30,975 employer encounters and 3,795 employer encounters for pupil premium learners.
- 2.5 A call for applications to the **Raising Aspirations pilot** closed on the 21st June 2019 with 36 applications received from 34 schools and 2 colleges. 16 projects were awarded through the pilot pending the return of grant offer letters from the successful applicants. The awarded projects will benefit a combined total of over 6500 disadvantaged pupils within the city region. All projects aim to raise the aspirations of the pupils through a variety of innovative methods with employers encounters embedded throughout.
- 2.6 The **Kirklees Careers Hub** is making good progress in supporting its 35 member schools and colleges to work towards the Gatsby benchmarks for good careers guidance. The average number of benchmarks achieved by the 35 hub institutions is 3.5, against a national careers hub average of 3.2 and a national average of non-hub schools of 2.5.
- 2.7 The Combined Authority was successful in its application to the Careers and Enterprise Company for a **Special Educational Needs and Disability (SEND) Careers Hub**. This is a pan-regional Hub covering schools in Leeds, Wakefield, Calderdale and York which is due to commence delivery in September 2019.

Careers

- 2.8 During May and June the **FutureGoals** careers campaign futuregoals.co.uk reached over 12,000 young people, educators and parents/carers through social media and direct marketing. 80 teachers benefitted from employer-led CPD activities.
- 2.9 From October 2019 the **FutureGoals** careers campaign and website will become an all-age careers inspiration platform enabling individuals from across the Leeds City Region to access high quality Labour Market Information. The all-age platform will feature new and updated content including educator curriculum resources to help teachers meet Gatsby Benchmarks for good careers guidance and information to inspire adults to make better, more informed careers choices.

- 2.10 To support the roll out of the **Creative Industries Toolkit** sponsored by the Burberry Foundation, the LEP will partner a 'Creative zone' at Skills Yorkshire in October. Skills Yorkshire is the region's largest skills show with up to 5,000 young people, parents and teachers attending each year. The Creative Zone will enable businesses from the region to exhibit at the interactive show to inspire the next generation of talent and educate them about careers in the creative industries sector.
- 2.11 The **[re]boot** programme, part-funded through European Social Funds (ESF), will commence delivery in September, with the West Yorkshire Consortium of Colleges now procured as a subcontractor alongside Leeds Trinity University as delivery partner. Provision will be focused on the following sectors; Digital and Creative, Engineering and Manufacturing, and Construction and Infrastructure. [re]boot will offer individuals over the age of 18 the chance to upskill, gain new skills/qualifications and enter employment within shortage sectors. The programme will particularly target potential career changers and unemployed and under-employed graduates in the region.

Apprenticeships and Employment

- 2.12 At the LEP Board's July meeting, it was reported that the LEP/Combined Authority has been contacted by a number of providers who have reported that they are turning away non-levy paying businesses and potential learners because of a **lack of non-levy funding for apprenticeships**. A survey of providers has been carried out to gather more information. The majority of respondents have confirmed that they are also in this situation with an estimated 300 apprentices in Leeds City Region potentially unable to commence their training course this summer.
- 2.13 Further to the discussion at the LEP Board, the following approach is now underway:
- Focus on supporting levy transfer. Levy-paying employers can transfer up to 25% of their levy to support apprenticeships in smaller businesses. This approach is being encouraged and facilitated by:
 - Targeting levy-paying employers: officers are approaching large companies directly, prioritising those that the LEP/CA is already engaging with/supporting. Levy transfer could also be built in to Inclusive Growth grant conditions;
 - On a pilot basis, providing a brokerage service between levy-paying employers and training providers for the purposes of levy transfer. The AGE scheme continues to run alongside to provide an incentive for SME take-up of apprentices.
 - This approach may be rolled out further if it proves successful.
 - Lobbying government to address the funding gap, commencing by making contact with appropriate policy teams. The Future-Ready Skills Commission provides an opportunity to lobby on this agenda.

- 2.14 There have already been successes for the pilot approach. A levy-paying company has agreed to fund 20 apprenticeship starts through levy transfer, with a value of £460,000. This would not have happened without this intervention.
- 2.15 There has been a low level of uptake for **Apprenticeships Grant for Employers (AGE)** since its re-launch in February 2019. The criteria for the revised AGE grant extended the offer to businesses with up to 249 employees across all sectors. The maximum grant amount was increased to £2,500 from £2,000 as recommended by the Employment and Skills Panel in November 2018.
- 2.16 The main recruitment/start time for Apprentices is September/October. It is therefore possible that there is a pipeline of grant applicants waiting for their first apprentice to start before submitting a grant application, and this needs to be accommodated in planning for utilisation of the funds. The current plan is for the application process to be turned off at the end of November, which provides adequate time to process the grant claims in the current financial year.
- 2.17 The **LCR Employment Hub** programme, launched in January 2019, is being delivered in partnership with Local Authorities and will support over 6,000 young people aged 15-24 to access apprenticeships and employment. Following a 9 month delay in contracting with the Managing Agent, a number of the local Hubs have experienced difficulties recruiting suitably experienced/qualified staff. It is anticipated that the programme could be impacted by the funding issues facing providers (see 2.12 above) regarding engagement of non-levy companies, particularly the aspiration to engage businesses who have never offered apprenticeships before.
- 2.18 Across the programme, performance is significantly behind profile, with only 33% of profiled participants supported so far. Performance review meetings took place in July, with plans being put in place at a local level to mitigate against underperformance.

Social Prescribing Pilot

- 2.19 An evaluation of the **Work Wellness Service** project in York has now been completed and is attached at Appendix 1.
- 2.20 The **Halifax Work Wellness** project has been established at Beechwood Medical Centre in a deprived area of Halifax, with delivery commencing in January 2019. Since the project's commencement in January 2019, 340 people have been supported, with 33 supported to return to work. Over the last quarter, there has been an increase in clients coming into the service at crisis point and requiring urgent mental health assessment. A significant number of clients are seeing the Work Wellness Adviser, and gaining access to a wide range of services, resulting in a reduction in GP and medical appointments.

Channel 4 / Digital sector

- 2.21 Employment and Skills Panel members are keen to ensure that Leeds City Region seizes the opportunity presented by the relocation of Channel 4's national headquarters to Leeds, for the benefit of individuals from all communities here in the city region and the broader creative sector. The Panel were given an update on the support being made available to the sector, particularly on skills and employment, and the panel were asked for 'comments on a postcard' in relation to further ideas or areas of support they could offer, completed in the meeting, which will be taken away and acted upon.

Labour Market Information

- 2.22 The annual labour market report provides an evidence base for the LEP and Combined Authority's strategic work and service delivery, overseen by the Employment and Skills Panel. This data is used by education and training providers in curriculum planning and is embedded in careers activity. The Panel received a summary of six key messages from this year's report which included:
- Analysis of overall skills performance
 - Top occupations with number of job openings
 - Profile of highest qualifications held by working age (16-64) population
 - Apprenticeship starts by level
 - Proportion of private sector employers adopting higher performance working practices
 - Percentage of students entering higher education measured by free school meal status

The full report will be released at a workshop on 30 October 2019.

Local Industrial Strategy

- 2.23 The Panel was given an update on emerging messages from the consultation on the People element of the Local Industrial Strategy and their views were invited.

Skills Commission

- 2.24 The Future Ready Skills Commission was launched in January 2019, chaired by Councillor Hinchcliffe. Its members are leading thinkers from education, thinks tanks and business (full membership is available via <http://futurereadyskillscommission.com/meet-the-commissioners/>). Its aim is to set out a bold and ambitious blueprint of how the skills system can work better for regional and national economies, using Leeds City Region as a case study. The Commission is supported by the Combined Authority, although it sits Outside LEP and CA governance arrangements.
- 2.25 The Commission has considered evidence against the three key themes within its scope: technical education, careers information and inspiration and

workforce skills. A call for evidence and literature review has been completed and is supporting the Commission's next phase of defining the key principles of a Future-Ready Skills System before publishing an interim report in the Autumn. Ten key points from the Commission's work so far were presented to the panel for comment. The final report from the Commission will be published late Spring 2020.

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 implications associated with this paper.

6. External Consultees

- 6.1 No external consultations have been undertaken.

7. Recommendations

- 7.1 That the report of the work of the Employment and Skills Panel be noted.

8. Background Documents

None.

9. Appendices

Appendix 1 Evaluation of the Work Wellness Project

Evaluation of the Work Wellness Project

For West Yorkshire Combined Authority

July 2019

Contents

1.	Executive Summary.....	3
2.	Introduction	5
3.	Aims and objectives	5
4.	Methodology.....	5
5.	Key findings	6
5.1	How did the project work?	6
5.2	What did the project hope to achieve?	7
5.3	Monitoring data	7
5.4	What worked well?.....	8
5.5	Learning points.....	13
5.6	Social value assessment.....	14
6.	Conclusions	17
7.	Appendices	18
7.1	Work Wellness Social Value Engine report	18
7.2	Work Wellness social value assessment proposed methodology	30
7.3	Work Wellness Logic Model.....	32

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Acknowledgements

Qa Research would like to thank those who contributed to this evaluation, including professional stakeholders (including GPs) and clients of Work Wellness who agreed to be interviewed. We would also like to thank Gráinne Hillery (Work Wellness Adviser) for her time and support in putting together this evaluation report.

Foreword

Cllr Susan Hinchcliffe, Chair of the West Yorkshire Combined Authority and Leader of Bradford Council, comments:

“The primary focus of national policy is on addressing health issues, alongside other needs, such as skills deficits, in order to get people into employment. There is a growing recognition that we also need to help people who are already in employment to deal with health conditions to keep them in work and to stay connected to the labour market. People who fall out of the labour market for health reasons often find it difficult to re-connect.

In this context, social prescribing is increasingly seen as an effective mechanism for addressing health conditions through referral to non-clinical interventions.

Work Wellness was developed as an innovative pilot which uses social prescribing to support people who were off work, or at risk of being off, due to stress, anxiety or depression. We wanted to test the effectiveness of referral to holistic, one-to-one advice, coaching and action planning as a means of tackling the full range of issues that prevented patients from returning to work.

This evaluation of the pilot provides an important insight into the effectiveness and value for money of this approach, the scale and nature of the benefits and the practical lessons learnt from delivery.

The findings will provide a strong basis for informing decisions about rolling out similar projects more widely. In this respect it is relevant not just to the Leeds City Region but to policy-makers and practitioners across the country.”

1. Executive Summary

In February 2019 West Yorkshire Combined Authority commissioned Qa Research to conduct an independent evaluation of the Work Wellness project in York.

Work Wellness was an exploratory social prescribing project focussing on people aged 50+ who were signed off sick from work. The project was concerned with testing the theory that a non-clinical intervention could have a positive impact on ensuring those aged 50+ with mental health conditions can remain in work long-term, for the benefit of the individual and the wider economy. The project was set in the context of an increasing trend for those over 50 who are absent from work due to ill-health to fall out of the labour market altogether.

The project was awarded £27,350 and following a two-month period of networking project delivery took place between February 2018 and February 2019 by a Work Wellness Adviser (WWA). The adviser was based at and line-managed within the York Learning team at City of York Council whilst the overall project was managed by an independent consultant contracted to West Yorkshire Combined Authority. The project had a modest target to work with 10 people in the target demographic (50+ and in-work) to enable them to remain in work or return to the workplace if they were currently within a period of sickness absence.

Qa Research examined a range of secondary data as part of this evaluation provided by the WWA including monitoring, outcome and impact data for clients and employers. This also included a Social Value Engine which Qa has independently appraised with the support of a partner. Qa also conducted some independent primary research with a range of stakeholders as part of the evaluation.

The key findings from the evaluation are:

- Work Wellness demonstrated an effective model for supporting employed people who are experiencing low level mental health issues to remain in employment and/or negotiate adjustments or other arrangements with their employers - 70% of those supported were still employed at the end of the project.
- There was a clear demand for the service with the original target of 10 being exceeded sevenfold.
- Locating the WWA within GP surgeries was very effective in maximising uptake of the service with only 5 'no-shows' out of c.70 referrals.
- Clients reported a range of positive outcomes, and seemed to particularly value the length of time that the WWA could offer, the impartial non-judgmental perspective, and the support with confidence-building.
- Feedback from GPs was overwhelmingly positive with GPs indicating a reduction in time spent on repeat visits from Work Wellness clients.
- The project did not set out to specifically raise awareness or educate employers on the topic of mental health, however there was an increasing demand for the WWA to speak at events and share their learning/case studies during the latter stages of the project, (including from organisations such as Mind and a large national retailer). This work to influence employer behaviour is an example of 'added value' where Work Wellness extended its activity beyond the original remit of the project.
- Evidence from the social value assessment is promising in terms of delivering cost savings to the NHS and DWP and most importantly in keeping people aged 50+ in positive employment and financially secure. The assessment produced a Net Social Value of £9.10/£1.

- The project was fairly unique in its focus, and feedback from clients and GPs suggests that its absence will leave a gap in support.
- Key issues to consider for future similar projects including incorporating more support/supervision for the adviser, how to manage demand, building evaluation into the project design, and collecting more primary research evidence to support any social value assessment.

2. Introduction

In February 2019 West Yorkshire Combined Authority commissioned Qa Research to conduct an independent evaluation of the Work Wellness project. Work Wellness is a small-scale pilot project running in two locations, York and Calderdale. The project ran in York between February 2018 and February 2019. The project began in Halifax in February 2019 and will run until February 2020.

Work Wellness is a social prescribing project focussing on people aged 50+ who were signed off sick from work. The project was concerned with testing the theory that a non-clinical intervention could have a positive impact on ensuring those aged 50+ with mental health conditions can remain in work long-term which is beneficial both to the individual but also the wider economy. This project is set in the context of an increasing trend for those over 50 who are absent from work due to ill-health to fall out of the labour market altogether.

This evaluation report is based purely on the York project. Project management for the York project was provided by an independent consultant contracted to West Yorkshire Combined Authority and on the ground support was provided by line management within the local authority structure in the individual locations. The project had a single Work Wellness Adviser (WWA) who was employed for four days a week to work with clients one to one using a holistic coaching based approach.

Qa have been supported by Ann Hindley in this evaluation. Ann, of Cross Key Associates completed an independent assessment of the Social Value Engine produced by the Work Wellness team.

3. Aims and objectives

West Yorkshire Combined Authority required an independent evaluation of the Work Wellness project in York. The objectives were to make use of existing monitoring and evaluation data; independently assess the robustness of the Social Value Engine produced as part of the project and to conduct some small-scale independent primary research with project stakeholders.

4. Methodology

The evaluation has comprised of the following data collection and analysis methods:

1. Analysis of existing monitoring and evaluation data collected by the Work Wellness Adviser, namely:
 - Background information/press releases;
 - Project statistics – numbers involved; age; gender; industry; job role; duration of support; outcomes;
 - Client feedback (survey monkey response data; client email responses);

- Client case studies;
 - GP survey data; ad hoc GP feedback through email;
 - Journey of support for one Employer and their feedback.
2. An independent review of the Social Value Engine produced as part of the project (reviewed by Ann Hindley).
 3. In-depth face to face and telephone interviews with ten stakeholders between February and April 2019, specifically:
 - The Work Wellness Adviser (WWA);
 - The Project Manager;
 - Line manager of the WWA;
 - 2 clients
 - 2 GPs;
 - 1 reception leader;
 - 2 individuals working for a local social enterprise/local community project.

It is important to note that there were some limitations in gathering primary evaluation data given that the project had already ended when the evaluation began. In particular, it was only possible to interview two clients due to the confidentiality agreements in place. Furthermore, the project did not collect any baseline measures from clients which limits the extent to which impact can be measured.

5. Key findings

5.1 How did the project work?

The project received £27,350 from West Yorkshire Combined Authority to cover a 14 month period; 2 months set up and 12 months delivery. The project operated as a partnership between York Learning, City of York Council, York Medical Group and Priory Medical Group.

The project ran within two GP surgeries in York and was marketed to patients as The Work Wellness Service. The two surgeries were located within adjoining Holgate and Guildhall wards. Both wards have higher numbers of working age benefit claimants than the York average and have seen an increase in total ESA claims since 2014/15.

The service was delivered by a Work Wellness Adviser who received referrals directly from GPs or self-referrals via the GP practices. The post of Work Wellness Adviser was integrated into the practices, including room space and access to patient records (for one of the practices only). Work Wellness also received referrals from Local Area Co-ordinators and Ways to Wellbeing and established connections with local mental health, social prescribing, and community groups and services

The WWA used a holistic, adviser/coaching based approach, to support people who were off work, or at risk of being off, with stress, anxiety or depression (not acute mental health issues). This work took place within 60 minute, 1-1 appointments which aimed to identify and address the problems that the client presented with, e.g. is the issue primarily work based? Are there other factors? Are there any other health issues, family issues or financial issues? An analysis of the work place was done, including specific job details, so that any inherent problems could be addressed. Confidence and self-esteem were key issues explored and the project offered the flexibility to offer in-depth work, over several months, as well as one-off appointments.

With the support of the adviser, the client developed an action plan for returning to their job, or to another opportunity, with ongoing support through the transitional phase, if required. Clients were given access to a broad range of information and resources relating to their situation, including referring and signposting to other services and community groups.

Along with the provision of holistic support, the adviser also offered to set up discussions between clients and employers or represent clients at work meetings where appropriate to support plans for reasonable adjustments needed for a return to work. The WWA also delivered work based advice and support to a small number of employers.

5.2 What did the project hope to achieve?

The project aimed to support a minimum of 10 people in the target demographic (50+ and in-work) and enable them to remain in work or return to the workplace if they were currently within a period of sickness absence. The project also aimed to support individuals, where appropriate, to find suitable alternative employment. Alongside the benefits to the individual, the project hoped to demonstrate time saved and resource savings for GPs. Specific intended benefits included:

For patients

- Improved health and wellbeing
- Supported health and lifestyle change
- Improved self-esteem and confidence
- More specialised local knowledge
- Speed of referral
- Allowing time to be heard.

For GP practices

- Reducing frequent practice attendance
- More appropriate use of GP time
- Easy referral
- Provides links between the VCS and primary care
- Increased range of practical services
- Encouraging and supporting self-care.

Cost saving

- Decreased reliance on GP's
- Decrease in clinical prescribing
- Decreased need for acute services

5.3 Monitoring data

In total the project saw 73 individuals (from a target of 10), mainly through GP referral. Further detail as follows:

- 64 of the 73 were eligible (i.e. employed)
- 45 were employed at project end
- 5 left work (with Work Wellness support, 4 managed to negotiate a redundancy or severance package)

- 14 clients were ‘outcome pending’ at end of project (including long term sick and individuals engaged with in the final few weeks). The project expired before the full impact could be delivered.

5.4 What worked well?

Positive outcomes for clients

The project collected feedback from clients using a short survey (3 open questions) via Survey Monkey. In total, 30 clients responded to this survey and offered overwhelmingly positive feedback. This is explored in more detail below and additional feedback from the two evaluation interviews is also included.

The key benefits identified by clients included the support the project offered with confidence building both in terms of personal self-esteem (encouraging people to see their strengths) and also the confidence to be more open with employers about their mental health. Clients noted that they had been supported to have the confidence to speak to their employers about flexibility and other adjustments to support their mental health. This played a crucial role in their journey to recovery.

“Work Wellness helped me to rebuild my confidence. Helped me realise I had something to offer and wasn’t alone.” (Client)

“Encouraged me to stay in my job and speak to my line manager about issues.” (Client)

“Without Work Wellness I probably would have gone back to my GP - the support was vital.” (Client)

Clients also commented on the useful support provided in terms of understanding HR policies or letters that their employer had written to them and more generally the work focus and support provided to get back to or stay in employment.

“Having a service specifically focused on work really made the whole process of recovering easier and helped me to work towards the goal of getting back to work.” (Client)

“Supporting me with paperwork, helping me understand all the processes, and to know what they should be doing to support me, and what questions to ask.” (Client)

Clients valued help with decision making and support in unpicking and identify what was causing the issue, e.g. was it work or home or a combination? Client feedback also mentions useful referrals to other support organisations and access to self-help resources along with encouragement to prioritise self-care.

It is clear that the approach of the Work Wellness Adviser was very well received. Clients particularly appreciated the non-judgemental impartial perspective and the holistic approach providing the opportunity to discuss all aspects in detail. The non-directive approach of the adviser was also welcome in encouraging clients to reach their own solutions.

“Work Wellness has played a major part in my return to work. I was guided each step of the way but never ‘told’ what to do.” (Client)

“I was off with work related stress and talking my issues through with someone totally independent really helped me and gave me the strength to challenge the issues I had at work.” (Client)

Benefits for GP practices

The project issued a short Google survey to the GP practices involved, and 3 out of 4 GPs who responded to survey rated Work Wellness as ‘very effective’ at getting patients back to work and improving mental health. Evidence from the evaluation interviews supports this and indicates that the project played a key part in facilitating recovery and a return to work or to stay in employment.

“I think the people that have been through the project have probably really valued [WWA’s] support and they probably got better more quickly than they perhaps otherwise might have done and returned to work more quickly and hopefully they’ll feel empowered again to seek help in the future” (GP)

GPs recognised that the support provided by Work Wellness went above and beyond what they were able to provide within the scope of a GP appointment and offered an accessible and unique type of support for low level mental health issues.

“certainly the patients of mine had really good care and were really followed up thoroughly for a number of months and [WW adviser] got some of them back to work or helped them to sort a lot of things out like their finances, I think that really helped them improve and get better because it’s not all medication, it’s time and talking to another person giving impartial advice” (GP)

“I think that’s probably another reason why patients need more support [lack of continuity of care] because if they just see someone continuously, if they see [WWA] and tell her their story and then see her another two or three times they probably feel listened to rather than telling half a story to four different GP’s all the time” (GP)

“it’s just what to do with those people that [WWA] was seeing. Because quite often they’re not unwell enough to go to the mental health team but then they’re not getting any support other than a ten minute GP appointment every now and again and there’s the IAPT talking therapies but if people aren’t willing to talk about their problems..i always think with IAPT people are given six weeks of CBT and they’re not actually given chance to talk about their everyday lives, it’s sort of facilitating people to function really isn’t it” (GP)

GPs also noticed that, in some cases, they saw less of these patients.

“They’ve probably saved loads of appointments, they didn’t come back as often it definitely saved some appointments as follow-up” (GP)

Location in GP surgeries

A key contributing factor to project success is the positioning of the WWA within GP surgeries. The WWA ran appointments at two different surgeries (spanning two different practices). The project benefitted from a prior link some of the staff had with an existing practice which helped secure their involvement once more for this project. Opportune discussions and the ability of GP’s to respond through having a consultation room available for the WWA to use also helped facilitate surgery engagement.

“I suppose because she’s actually working in the surgery it helps to remind us that that service is there and to refer patients there” (GP)

“unless you actually meet that person and hear what they’re doing, there’s a community nurse for this and that so it’s just hard to remember all the different things so I suppose because [WWA] was here I felt it was important to keep the project going, but other people, if you’re working at [another surgery] and you’ve never met [WWA] you’ve just forgotten about the project, it’s how to raise awareness of these things that are going on” (GP)

Offering appointments with the WWA within the surgeries rather than at council offices (this occasionally happened in the latter stages of delivery) or elsewhere appears to have benefitted the project for several reasons. Firstly, whilst this was a non-clinical intervention it appears that the association with primary care, and certainly the referral from primary care, made it an appointment people would follow-through with, in fact, only 5 of c.70 referrals did not take up the appointment.

“not only the GP’s but the frontline support staff have been so engaged, without embedding [WWA]’s post within the surgery you’ll never be as successful. The GP surgery gives this project credibility, if your GP says to you ‘would you like to talk to...’ you will take that as a credible offer whereas if you see a leaflet outside you might question what that is all about” (Project stakeholder)

Secondly it didn’t require patients to go somewhere they were less familiar with. Appointments could also be made there and then (usually via reception staff) which means the project had the best chance of reaching people as soon as they were signed off work sick (or at risk of this) and thus hopefully maximising the chances of supporting the person to remain in work/return.

Towards the end of the project, the adviser noticed that as GPs had become more familiar with the support offered by Work Wellness, they began to make referrals if they felt that a patient was at risk of going off sick due to their mental health. This preventative approach was well-served by the close proximity of the adviser.

“Sometimes I’d see people towards the end when the GP’s got to understand it better, they’d anticipate someone going off and send them to me and they might not even go off, it might be a job-retention rather than a back to work” (Work Wellness Adviser)

Time

Both clients and stakeholders noted that the length of time that the adviser could offer to clients was a clear benefit. Often the opportunity to have a detailed conversation about their situation was therapeutic in itself.

“I think that what they really valued was the time, an hour and a GP is ten minutes” (Work Wellness Adviser)

“As a GP you’re just deciding if someone’s depressed or not depressed and signposting them to various things but she’s a lot more time to work with people” (GP)

Strong skills and good working relationships

It is also clear from client and GP feedback that the specific qualities and skills of the Work Wellness Adviser were central to the success of the project.

“I think just her personality, people felt able to open up to her and I think patients probably found that very helpful because she was empathic and understanding” (GP)

“I really liked [WWA] right away, she was very friendly, very easy to talk to” (Client)

The WWA took on the role having worked extensively in York previously in relevant fields and whilst they weren't working in the city immediately prior to being appointed, the first two months of the contract enabled them to network and quickly become familiar with the current support landscape in York. The WWA also had important prior working relationships with other staff involved which appears to have helped with the smooth running of the project and relationships involved.

Wider staff involved (in line managing the WWA and managing the project) have also been integral to success, through the strong partnership links they had, in championing and driving the project forward, and also for the flexibility, responsiveness and support provided throughout the contract. This includes ensuring exit strategies are agreed, which have been important considering that whilst this has been a non-clinical intervention, sessions could sometimes stretch the boundaries of this and staff have been conscious not to let the project veer into a counselling service.

“We had all worked together, we all had an excellent working relationship. City of York Council were given the idea and then we worked closely together to make it a practical reality” (Project team)

Appropriate referrals and signposting

Perhaps down to the uniqueness of this project not all early referrals were appropriate, both in terms of economic status of individuals (not working, perhaps the norm in such social prescribing and social enterprise projects) and the severity of mental health need, with some being signposted back to their GP. However, this was soon a smooth process with the right kind of referrals coming in and one of the GP's commented that the lack of signposting back to GP's is indicative that the right kind of referrals were being made (lower level mental health needs) and that the WWA managed expectations of support well.

Work Wellness established good links with primary care and organisations in York to support the client's journey, including cross-referring across other social prescribing projects in the city.

“[WWA] carefully getting to know her clients and signposting them on is a great thing for the client. It's really getting to know them, but also being able to walk away” (Project stakeholder)

Links with employers

Whilst few clients wanted the WWA to liaise directly with their employers, evidence suggests when this did happen this was beneficial for both employee and employer. One client experiencing high levels of anxiety/panic attacks at work discussed how it was a dialogue between the WWA and their employer which resulted in discussion of reducing their hours slightly and working more flexibly which was actioned, culminating in the employee being in a better place mentally at work.

“I think from a managerial point of view it was how to understand me better, how to support me better and then if I’m in a stressful situation how to get me out of that stressful situation. That was the goal I was working towards, techniques to get me out of a stressful situation so that I didn’t have mad panic attacks” (Client)

The project did not set out to specifically raise awareness or educate employers on the topic of mental health, however there was an increasing demand for the WWA to speak at events and share their learning/case studies during the latter stages of the project, including from organisations such as MIND and a large national retailer. The work with the national retailer is an example of ‘added value’ where Work Wellness extended its activity beyond the original remit of the project. Work Wellness delivered the following elements:

- An awareness event in MH Awareness Week
- Mental health drop ins in the staff canteen
- Suggestions for practical adjustments in the work place for managers, based on employee comments
- Existing good practice stories shared with managers
- Advice for managers on how to deal with disclosures of suicidal ideation
- Information for staff about who to contact in a MH crisis; info on MH charities and services; advice about keeping well at work; ideas generated by employees for improvements in their work space

Feedback from the retailer’s management team was very positive and having external input from Work Wellness was very welcome.

“It was excellent to get [Work Wellness Advisers’] input on outside agencies within the local area that all employees can utilise as well. It was excellent to have someone from outside the company discuss mental health awareness and bring more open conversation and awareness.”

In addition to this, Work Wellness also contributed to the development of a mental health toolkit developed by HEY Mind, funded by Calderdale College as part of the York North Yorkshire & East Riding Enterprise Partnership ESF Skills Support for the Workforce Programme.

During the lifetime of the project it became apparent through conversations with clients and employers that there appears to be a need for further support and information to be provided to employers on how to manage the mental wellbeing of employees and particularly how to keep positive channels of communication open whilst the employee is signed off. The WWA was uniquely placed to facilitate this communication and advocate on behalf of the client resulting in sometimes very minor adjustments which nevertheless enabled the client to make a positive return to work.

5.5 Learning points

It is evident that Work Wellness was a positive experience for clients, GPs and project stakeholders and there are no real criticisms to make. However, project stakeholders and clients offered some reflections that could inform the development of similar projects in the future.

Support for the adviser

The project team acknowledged that the WWA role was a very demanding one and were mindful of this from the outset by designing the role on a 4 day week basis rather than as a full time post. And although the WWA was well supported by the project team, formal ‘supervision’ time was not necessarily factored into the budget and the extent to which the adviser developed ‘therapeutic’ relationships with clients was perhaps not anticipated.

“With it being very intense you need regular supervision” (Project team)

“I think I would maybe advise having supervision with a counsellor as well, we probably didn’t anticipate that it would have a therapeutic element to it..it kind of falls in the middle, it’s more than learning and work advice..so I would recommend if someone was to do this role that you had supervision with a counsellor.” (Work Wellness Adviser)

Managing demand

The project set out with a very modest target of ten and achieved this sevenfold perhaps indicating the scale of latent demand for a project of this nature. The project team felt that if they were to repeat the project they would need to consider limiting the number of appointments per client. Again, suggestive of the need for a project of this nature, client themselves could offer no criticism of the project but simply wanted it to continue. As illustrated below suggestions for improvements from clients relate mainly to the number, length, and availability of appointments:

- More appointments as often they were filled quickly
- Longer (2 hour) appointments
- Availability at more doctors’ surgeries
- A longer initial appointment as the first appointment could be taken up by explaining the issues
- Appointments at different venues

5.6 Social value assessment

The Work Wellness team put together a social value assessment of the project using a tool called the Social Value Engine <https://socialvalueengine.com/>. The social value report itself is included as Appendix 7.1.

The principle behind social value assessment is that activities or interventions can have a ‘social value’ that extends beyond the boundaries of the project by generating cost savings for other services/social agencies, e.g. supporting people with mental health issues to stay in work can result in longer term savings in benefit payments and a reduction in demand for NHS services.

In summary, the Work Wellness social value report concludes that Work Wellness generated a Net Social Value of £9.10/£1 across a range of impacts including: Social Prescribing; Advocacy; Transferable Skills/Employability; Improved Mental Health, Confidence and Self Esteem; Resilience; HR Advice; Organisation Culture Change.

As part of the evaluation of Work Wellness we have independently reviewed the approach taken to the social value assessment and have made some suggestions on how this could be improved/adapted for use with other similar projects (including the project in Halifax).

Appropriateness of the Social Value Engine as a method of evaluation and impact assessment

The Work Wellness programme is a small scale pilot of a social prescribing project with the potential of having a significant impact on the individuals involved and on employers and a saving for GP practices and mental health services. The Social Value Engine offers the opportunity to

- assess the unit costs of the intervention,
- quantify the wider social, environmental and economic outcomes of the work,
- impress potential funders with the value, both in terms of quality and quantity that can be produced as a result of future investment.

As the Wellness Programme is providing an intensive service to people who would otherwise be using a GP appointment or mental health services and is providing support to get people back to work, there are considerable savings to be made both to the NHS and to the employer, and potentially the DWP too. Setting outcomes and selecting proxies which relate to a reduction in GP time/frequency of appointments could provide some very useful data. The Social Value Engine is therefore, a useful tool to demonstrate cost savings but also has the ability to collect qualitative evidence of the impact on individuals.

Choice of proxies

The standard way of using the tool is to work from the outcome, which then leads to the choice of proxies. While the proxies that have been chosen represent an appropriate selection to apply to this particular project, it perhaps would have been more appropriate to have set this out the other way round, with the outcome describing what is to be measured and the proxy chosen from a drop down list attached to that outcome with a description of how it will be measured.

The Work Wellness report provides detailed proxy descriptions along with a clear rationale for selecting each proxy.

Preparation for use of Social Value Engine

If the exercise were to be repeated, ideally this would begin with a Theory of Change which would document the issues that the project aimed to address, the programme objectives, the rationale, the level of input, the activities, the outputs expected/required, the intended outcomes and the intended impacts. This would then inform the choice of outcome from the SVE table as it would be clear what is to be measured.

Methodology used

Quantitative methods were used for collecting the numbers seen and the numbers ineligible because they were in employment. This provided figures for calculating the unit costs and value for money and to calculate leakage which is one of the deflators, i.e. a service provided to someone who was ineligible.

‘Deadweight’ refers to what might have been achieved anyway without the intervention and the calculations appear to be based on the assumption of a percentage of clients who ‘might’ have self-referred elsewhere, have fallen into long term unemployment, or who have personal coping strategies. It is unclear whether this was based on interviewing a sample of people who had used the service or on assumptions – ideally this would be based on primary evidence. One potential query is whether people falling into long term unemployment should be classified as ‘deadweight’.

‘Attribution’ refers to the proportion of the output that might be claimed by others. It is not clear from the report how this information was accessed and again ideally this would have a clear evidence source e.g. interviews with clients to determine what other services were accessed or via information recorded on referral forms.

‘Drop off’ is hard to calculate and usually relies on subjective judgement, unless a follow up study can be conducted to determine the extent to which positive outcomes are being maintained over time. Post hoc surveys, however, traditionally have low response rates.

‘Displacement’ refers to the phenomenon of a new service being set up which simply displaces a service that was already there and delivering. Within the Work Wellness social value assessment this is all calculated at 0% which is likely to be a reasonably accurate assumption given that the project was considered to be unique within York.

It is unclear whether any qualitative methods were used. If the exercise were to be repeated, there is scope to interview managers on improved workplace culture and on the usefulness of HR related employment advice. A sample of clients could also be interviewed to assess:

- what other groups, activities, services, support have been accessed,
- what were the results of meeting with a manager after receiving the support,
- how well prepared they felt,
- whether they have identified any transferable skills to enable them to move into other employment,
- improved self-esteem and ability to cope with personal challenges.

The figures could then be scaled up. The Social Value Engine is not an exact science but, provided the evaluation is based on sound methodology, it can give some credibility to the figures produced. The figure for the social value produced does seem a bit high which is probably because the calculation of the deflators was based on assumptions rather than research.

If the exercise were to be repeated it would also be useful to have some baseline information against which to measure; this could be provided by collecting information from clients at the start of the intervention or by looking at figures from referring practices. This could include baseline measures of well-being, job satisfaction and self-reported frequency of GP visits.

Overall, the Social Value Engine has been used as it is intended and the rationale for the choice of proxies is sound.

Application to other projects

In order to assist the Halifax project in carrying out a social value assessment using Social Value Engine, we have provided an example logic model/theory of change (Appendix 7.3) along with a proposed methodology (Appendix 7.2).

6. Conclusions

In summary, the project has demonstrated an effective model for supporting employed people who are experiencing low level mental health issues to remain in employment and/or negotiate adjustments or other arrangements with their employers. The project has been exploratory in nature, with modest targets that have been significantly exceeded, which could suggest a latent demand for projects of this nature.

Feedback from GPs was also very positive and, although the evidence is limited, there are indications that by accessing support via Work Wellness clients may have reduced their visits to see their GP thus saving GP time and resource. The location of the WWA within GP surgeries appears to have played a crucial role in maximising the number of referrals and legitimising the intervention.

The holistic, coaching-based approach encompassing mental health and employment has also been successful and feedback from clients has been overwhelmingly positive. Re-building self-confidence eroded by a negative employment situation has been a vital first step in supporting clients to improve their situation. Although most clients did not want the WWA to liaise directly with their employer when this did happen the outcome was very positive.

The skills and experience of the WWA have been central to the success of the project; in particular the non-directive coaching approach in combination with excellent research and listening skills.

Evidence from the social value assessment is also promising in terms of delivering cost savings to the NHS and DWP, employers in terms of reduced recruitment/training costs and increased productivity/engagement and most importantly in keeping people aged 50+ in positive employment and financially secure.

Although not initially an intention of the project, Work Wellness also contributed to awareness raising within the workplace on how best to support employees with their mental health.

In terms of lessons to apply to similar projects in the future, support for the adviser is a key consideration given that some of the support did stray into the realms of counselling. Managing demand would also be a key consideration given the uptake of referrals and the complexity of some of the cases. In terms of evaluation, future projects would benefit from evaluation being built into the project design to include more robust baseline and follow up measures, and similarly more primary research to feed into the development of the social value assessment would be beneficial.

It is clear that the project was fairly unique in its focus and feedback from clients and GPs suggests that its absence will leave a gap in support.

7. Appendices

7.1 Work Wellness Social Value Engine report

Proxy 1 Cost of a community wellbeing programme with a network approach
<p>SVE Area Outcome</p> <p>5b. improved health and well-being for local residents</p> <p>Proxy application: Social Prescribing element of the service which links people to community groups and activities and provides info and links to resources to enhance wellbeing, encouraging participation in hobbies, exercise, etc.</p>
<p>WW Proxy Description Proxy describes the Social Prescribing element of Work Wellness and its wider reach. Work Wellness is a connector: it links people to other services, agencies, community groups, mental health support and resources as well as delivering ad hoc support. This proxy encapsulates the basic universal WW offer for every person referred: 1 hour coaching- based IAG appointment with a mental health-at-work focus, at the end of which people will be referred or signposted elsewhere, receive information on self-help resources or are engaged on the Work Wellness Project. Proxy chosen because everyone seen benefits from at least an hour's in depth appointment, whether or not they decide to go further with the project. They have access to community and other groups due to the social prescribing nature of WW. Appointment also acts as a screening and initial assessment tool.</p>
<p>Deflators</p> <ul style="list-style-type: none"> - 8% Leakage (of 72 people seen, 11 were not eligible i.e. were unemployed = 8%): <p><i>to account for those people who were not eligible but who nevertheless benefited from a one hour appointment (by comparison, a private coaching session costs approx. £50-£60 per hour,)including signposting/referring/info and online resources/IAG/personalised mental health and work advice</i></p> <ul style="list-style-type: none"> - 10% Deadweight: Outcome: Develop/highlight networks including work/family/social/community; initial assessment; screening 10% to account for those individuals who might have self-referred to other services and found online resources themselves; one off universal service for all referred -*20% Attribution to account for other services without a mental health or work focus which may have contributed to a person's improved well-being particularly by developing/highlighting their networks and signposting/referring. Services include LACs, W2W, GP, CPN, etc.) <p><i>*relatively high figure as the Social Prescribing (networking and connecting) aspect of WW can be found in other services</i></p> <ul style="list-style-type: none"> -0% drop off as this proxy is based on the minimum universal service from which everyone benefits by having network/social prescribing opportunity, so there is no diminished return on this one off element of the service -0% Displacement: No displacement of other service anticipated; people can still access other Social Prescribing Services, and there have been two-way referrals, no mutual exclusivity

Proxy 2 Average cost of advocacy per hour@ 28 hours	
SVE Area Outcome: 6d. Improved ability to affect local change.	
WW proxy application: Preparing for and Attending HR/Management meetings with client	
WW Proxy Description Proxy describes the *advocacy aspect of the Work Wellness. Part of the project's remit is helping to prepare vulnerable people for difficult meetings with managers and HR, or OH meetings. WW supplied specific advice on what to say when those individuals were unable to prepare for themselves due to their poor MH, lack of confidence, lack of HR knowledge and/or difficult work relationships. Occasionally WW also represented staff at such meetings	
Deflators 0% Leakage as proxy only targeted eligible people (i.e. in work) who specifically requested this part of the service, assigned in number of hours 0% deadweight as this aspect of the service was particularly requested by people who couldn't do it themselves and had insufficient inherent resilience, HR/employment law knowledge and coping strategies to self-advocate 5% Attribution (in reality 0%) as this aspect of the service required an in depth analysis of the person's work situation, gathering info on their employers' policies and procedures, and gaining details on their tasks and duties at work: this employment service is not duplicated in that clients do not have direct referral route to a similar service. However, I have applied a 5% Attribution to account for the IAPT Employment Support service, which clients can only access if they are registered with IAPT. One of my clients accessed the Employment Support Service. Her feedback was that this service concentrated more on CVs and interview skills ie general employability) than on HR/Employment Law advice and in depth analysis of an individual's work situation including tasks/duties/stressors/staff dynamics/management structure/workplace culture, and that it had a lesser understanding of mental health. 0% Drop off as this is a specific targeted aspect of the service with a definite outcome – preparing for meetings which happened, giving one off, ad hoc advice therefore no Drop off 0% Displacement: No displacement of other service anticipated; people can still access other services, no mutual exclusivity, this particular aspect of WW not duplicated	
Proxy 3 Emotional Cost of a Year of Unemployment	
Proxy application: employability aspect of service; helping people to recognise their transferable skills and work achievements to keep them in work and prevent unemployment	
SVE Area Outcome	
6e Improved Life Satisfaction	
WW Proxy Description This proxy was chosen because individuals are vulnerable and are off work with MH issues and therefore at risk of losing their jobs. It reflects the possibility that without Work Wellness these people could have become unemployed - some for up to a year. Of those who may have become unemployed, many would have faced further deterioration of mental and emotional health. The value here is in reducing the risk on unemployment by focusing on the employability aspect of the service ie looking at people's transferable skills and successful work history to keep them in work	

59 people seen by WW are eligible (avg age 45) 34 returned to original post/new post/job retention 5 redundancy or other desired negotiated outcome, 16 outcome pending or Long Term Sick beyond project end: so 39 out of 59 been prevented from entering unemployment and 16 not entered unemployment, as things stand at end of year.

As it is hard to predict how many of the remaining 16 pending will return to employment I have assumed 50% will, therefore I have added 8 to the figure of 34 remaining in employment: so 42 people of 70 people seen by Work Wellness were prevented from falling into unemployment, remaining there for a year and experiencing related emotional costs

Deflators:

0% Leakage as number of people inputted – *42 – taking into account participants already discounted due to ineligibility (already unemployed); those who became unemployed during Work Wellness (redundancy, medical dismissal, settlement agreement, etc.), and 50% of those whose outcome was pending at end of project (assumption that the other 50% would return to work)

*(*one client confirmed new job at end Jan 2019 so figure changed to 43)*

Deadweight: *20% of those 42 in work, who, without WW intervention, may have fallen into long term unemployment :

*-*people who are in work (WW target group) are unlikely to be out of work for longer than 21.5 weeks (US stat) therefore not likely to experience a full year of unemployment. However, as this is a **vulnerable** group they are perhaps more at risk, if falling into unemployment, of being unemployed for longer. Therefore, a percentage, without WW support, might feel emotional effects of unemployment for up to a year*

*- individuals' inherent resilience and coping strategies (including medication) specific to this proxy ie mental health recovery and recognition of own skills and contribution to their jobs: approximate percentage of people would have **eventually** returned to work due to financial need/attendance policy/boredom, etc and avoided unemployment*

** relatively high figure to reflect the fact that a year is a long time, and many clients, who might have become unemployed without the help of WW, would not necessarily have remained unemployed for a full year due to their recent history of employment*

10% Attribution to account for supportive Line Managers, GPs/other health interventions in ensuring a person is not unemployed for up to a year; related but not duplicated employment related services in the city, e.g. Ways to Wellbeing, LACs, IAPT Employment Advisers, Experience Counts, and ACAS, MIND, Kyra etc. which might reduce the emotional costs of unemployment for up to a year

5% Drop off- very difficult to estimate; 5% as a 'token' estimate because cannot guarantee or account for tracking outcomes for each client after end of project.

0% Displacement: No displacement of other service anticipated; people can still access other mental health support and employment support this aspect of WW not replicated as a direct referral IAPT ES not direct access, no mutual exclusivity with other services

<u>Proxy 4 Improved Mental Health</u>	
SVE Area Outcome	
5b. improved health and well-being for local residents	
Proxy Application Improvement in Mental Health, including work related stress, anxiety and depression; focuses on wellbeing aspect of work	
WW proxy description: Proxy chosen as it highlights the wellbeing aspect of Work Wellness working 1-1 on improving people's confidence, encouraging them to recognise and value their attributes, discuss personal challenges and helping rebuild self-esteem;	
Deflators:	
Leakage at 16 % to account for the people who benefited from improved mental health who are not eligible for project(i.e. are unemployed) but none the less received at least one intervention, plus appropriate signposting or referral to other service;	
10% deadweight to account for personal resilience and coping strategies ; ie those whose general MH would have improved without WW intervention	
15% attribution to GP time on mental health support at ratio of 10 min appointment to 1 hour WW appointment, but only every three weeks avg compared with weekly/bi weekly WW appointment, and to account for any mental health improvements as a result of engagement with mental health groups/charities, NHS statutory services, such as CPN, IAPT service, counselling, medication impact (rarely accessed as very long NHS waiting list and expensive if private)	
Slighter higher attribution to GPs as MH not work focused proxy, and they don't have work specialism but may have MH one	
5% Drop off- very difficult to estimate; 5% as a 'token' estimate (Can't track each client after project ends)	
<i>0% Displacement: No displacement of other service anticipated; people can still access other mental health support services, no mutual exclusivity</i>	
<u>Proxy 5 Improved Organisation Culture leading to more motivated staff: average cost of replacing an employee</u>	
SVE Area Outcome 2D Improved efficiency and dynamism of community and voluntary sector	
Proxy application: Focuses on Work Wellness ability to improve motivation of employee and prevent them leaving job, thereby saving on recruitment costs; WW also enables employee to share good practice so that there is a positive change in organisation culture. Managers can improve as well, from advice and recommendations gained through Work Wellness which are shared by employee	
WW proxy description Improved motivation of staff due to involvement in Work Wellness and improved work place culture due to returning employee having positive effect on workplace mental health culture through sharing advice gained on Work Wellness and through own improved confidence; recruitment cost savings to the employer due to retention of rehabilitated staff member	
Deflators	
0 % leakage as only the 44 employed inputted	
10% Deadweight to account for employee inherent motivation and ability to affect cultural change without intervention (lower deadweight for this proxy as it takes courage, confidence and knowledge of mental health to influence change amongst managers and this is a vulnerable group); the impact of these people's inherent resilience in retaining their jobs, thereby saving employers' recruitment costs	
10% attribution to exceptional Line Management inherent good practice without outside intervention, helping to change culture and retain employee; and	

GP/other MH intervention less impactful in this proxy as specific to work culture and lack specialist knowledge
 5% Drop off- very difficult to estimate; 5% as a 'token' estimate (employees may leave of their own accord
 0% Displacement as no equivalent service for this particular proxy has been identified; *people can still access other mental health support services and employment advice services, no mutual exclusivity*

Proxy 6 Expert Employment Related HR advice @ 34 hours

SVE Outcome Area 9 Provision of Expert Business Advice to VCSEs and SMEs (e.g. financial advice, legal advice, HR advice, HSE

WW Proxy Application: WW advised several local employers on HR matters, Mental Health and employment law

WW proxy description: Proxy chosen to reflect WW work, either direct or via letters to clients FAO managers, on HR type advice e.g. RtW recommendations, MH best practice; including advice to CYC HR managers and M & S managers, Phased Returns, Stress Risk Assessments, Action Plan advice

0% Leakage as this aspect of the service specifically requested by organisations or clients FAO employers, as reflected in the hours assigned

0% deadweight as this is specific advice, tailored to individuals' work tasks and duties and organisation policies, procedures and culture and specific, expert recommendations were requested

0% Drop off as this is a specific targeted aspect of the service with a definite outcome –giving one off, ad hoc recommendations, therefore no Drop off

5% Attribution (in reality 0%) as this aspect of the service required an in depth analysis of the person's work situation, and or the organisation gathering info on the policies and procedures, and gaining details on tasks and duties at work: this employment service is not duplicated in that clients do not have direct referral route to a similar service. However, I have applied a 5% Attribution to account for the IAPT Employment Support service, which clients can only access if they are registered with IAPT. Unknown whether or not that service can provide HR, Legal Advice to SMES and other employers

How the SVE works

The SVE works by breaking a project down into different elements (proxies), and then working out the social return on investment for each proxy

↓

The cost savings for each proxy are then calculated (cost savings are based on current government approved research)

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A report is then generated combining each proxy's savings, and deducting input costs; a final calculation demonstrates the SROI for the project as a whole

↓

Rationale

The assumption is that projects save costs in a variety of ways because they have several beneficial impacts on recipients. Depending on the breadth of its offer, a project can claim cost savings across a range of areas – referred to as proxies. Work Wellness is such a holistic project, and can demonstrate SROI across a number of proxies. Our proxies were chosen from an existing list.

We also requested two additional proxies:

-Outcome: Community-based lifestyle activities including mental wellbeing Proxy: Networked wellness community programme = Social Prescribing element of project

-Outcome: Value from jobs and training services Proxy: Reduction in life satisfaction from unemployment: emotional costs of a year of unemployment

Below are the main areas in which Work Wellness has had an impact, many of which we were able to apply the SVE to:

- Mental health support, advice and information for employee
- Mental health awareness and advice to staff and managers (how to manage stress at work, implement coping strategies)
- Connecting people to community activity as part of a GP social prescribing service
- Helping implement best practice by directly advising employers; and by equipping individuals to impact on work place culture by sharing the good practice explored through Work Wellness
- HR related employment advice to staff and managers (Return to Work Interviews, Phased Returns, Reasonable Adjustments, etc)
- Wellbeing and confidence support, advice, techniques; and where to find supplementary information and resources

- Transferable skills recognition to reintegrate back into job or other work; building self-esteem through acknowledgement of own skills, experience and talents
- CV building and interview tips and preparation

Explanation of Deflators:

Deflators are calculated to account for other services and contribution to outcomes. This can be individual action of from a group, such as social prescribing or an advocacy service. However, despite existence of these potential outcome contributors it cannot be guaranteed or expected that clients have accessed these or used their agency. More so, as vulnerable clients, they likely lack the confidence to access these services –and they may not have knowledge of them in the first place. There is also a potential economic limitation at play: while many of these complementary (but not duplicated) services operate free of charge, private counselling or coaching is relatively expensive at an average of £55 per hour. Often WW has signposted or referred clients to services they were unaware of. Due to clients potential to access services but not definite actual access, this analysis has assumed ‘best case’ of what services a clients may access. In addition there are waiting lists, eligibility factors, travel and schedule issues, and other factors which might limit access to such services that contribute to WW outcomes.

‘Best case’ assumption has been applied throughout this evaluation of Work Wellness to ensure no over-claim of outcomes. Therefore the SROI figure of approx. £9 is minimum estimated WW. It is highly likely the SROI is higher; however this analysis acknowledges the complexity of the social and community world, and the environmental, economic, health and social situation of clients.

Social Value Engine report

Output	Outcome	Financial Proxy	Unit Cost	Units	Time Period	Leakage	Deadweight	Attribution	Drop-Off	Displacement	Total Annual Return	Total Project Return	Source
Improved staff motivation/Improved mental health practice' workplace	2d. improved efficiency and dynamism of community and 'best voluntary in sector. Cost savings on recruiting new staff	improved organisational culture leading to more motivated staff - average cost of replacing an employee	£10,185.00	43	1 year	£0.00	£43,795.50	£43,795.50	£21,897.75	£0.00	£437,955.00	£437,955.00	<u>CIPD</u>
Value from Jobs and Training Services (for Adults)	6e. improved life satisfaction	emotional cost of a year of unemployment	£1,086.00	43	1 year	£0.00	£9,339.60	£4,669.80	£2,334.90	£0.00	£46,698.00	£46,698.00	<u>The Social Impact of Housing Providers, Daniel Fujiwara, 2013 (p31-32)</u>
Community Based Lifestyle Activities Including Mental Wellbeing	5b. improved health and well-being for residents. 5b	cost of a community wellbeing programme with a network approach	£38.11	72	1 year	£219.51	£274.39	£548.78	£0.00	£0.00	£2,743.92	£2,743.92	<u>PSSRU Unit Costs of Health and Social Care 2017 (p87)</u>

44

Output	Outcome	Financial Proxy	Unit Cost	Units	Time Period	Leakage	Deadweight	Attribution	Drop-Off	Displacement	Total Annual Return	Total Project Return	Source
Work Wellness Adviser	Improved health and wellbeing for local residents 5b. Improved health and wellbeing, including work related stress and anxiety, a result of engagement with work related stress, anxiety and low mood 6d.	Improved mental health	£0.00	72	1 year	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Citizens Advice Bureau, Modelling Our Value to Society 2015-2016
Advocacy	improved ability to affect local change. Preparing for and Attending	average cost of advocacy	£36.00	28	1 year	£0.00	£0.00	£50.40	£0.00	£0.00	£1,008.00	£1,008.00	Children Society, Calculating Cost

Output	Outcome	Financial Proxy	Unit Cost	Units	Time Period	Leakage	Deadweight	Attribution	Drop-Off	Displacement	Total Annual Return	Total Project Return	Source
	HR/Management meetings with client												
Expert Employment HR legal advice	national framework. Recommendations for Return to Work and HR advice	provision of expert business advice to vcses and smes (e.g. financial advice / legal advice / hr advice/hse)	£84.00	34	1 year	£0.00	£0.00	£142.80	£0.00	£0.00	£2,856.00	£2,856.00	<u>National TOMS Framework</u>

Returns

1. Active, Inclusive and Safe	£0.00
2. Well Run	£437,955.00
3. Environment	£0.00
4. Well Designed and Built	£0.00
5. Well Connected	£2,743.92
6. Fair to Everyone	£47,706.00
7. Thriving	£0.00
8. Well Served	£0.00
National TOMS Framework	£2,856.00
Added by User	£0.00

Expenditure

Direct Costs	£40,000.00
Other: Equipment	£
Other: Advice	£
Other: Borrowing	£
Other: Expertise	£
Other: Mentoring	£
Other: Volunteering	£
	£40,000.00

Less

Leakage	£219.51
Deadweight	£53,409.49
Attribution	£49,207.28
Drop-Off	£24,232.65
Displacement	£0.00

Total Return after leakage, deadweight, attribution, drop-off and displacement £388,424.64

Total Expressed as a Net Present Value £364,191.98

The Gross Social Value	The Net Social Value
------------------------	----------------------

is £12.28/£1

is £9.10/£1

Value from Jobs and Training Services (for Adults)	see separate document for proxy description
Community Based Lifestyle Activities Including Mental Wellbeing	Number of Units: per person.
Improvement in wellbeing, including work related stress and anxiety, as a result of engagement with Work Wellness Adviser	See separate supporting document for description of proxy
Advocacy	Hours of Advocacy: see supporting document for full description of proxy
Expert Employment based HR and legal advice	34 hours of WW advice to local employers on HR matters, including RtW recommendations, MH best practice, Phased Returns, Stress Risk Assessments, Action Planning - either direct or through letters to client FAO employer
Improved staff motivation/Improved mental health 'best practice' in workplace	See separate supporting document for explanation of deflators
Value from Jobs and Training Services (for Adults)	See separate supporting document for explanation of deflators
Community Based Lifestyle Activities Including Mental Wellbeing	See supporting document for full explanation of this proxy and deflators
Improvement in wellbeing, including work related stress and anxiety, as a result of engagement with Work Wellness Adviser	See supporting document for explanation of deflators
Advocacy	See supporting document for explanation of deflators
Expert Employment based HR and legal advice	Separate document describing Proxy, including details of Deflators

7.2 Work Wellness social value assessment proposed methodology

The aim of the research is to collect evidence of the programme producing a social return on investment, using the Social Value Engine to:

- measure the economic and social impact and health benefits of keeping people in work who are primarily over 50 and experiencing mental health problems,
- identify the activities and conditions that provide the success factors to enable people back into work.

The methodology comprises the following stages and collection methods.

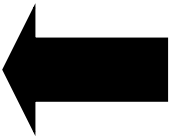
1. Baseline setting which involves gathering data on the evidence of need and demand for this service including:
 - statistical data on days lost from work by people over 50 for reasons of mental ill health,
 - other provision made locally that aims to meet the same need,
 - the demand on primary health care and mental health services by people over 50 with mental ill health, (figures available from CCG and local Mental Health Trust)
 - collection of statistical information: numbers seen and financial resources committed to the project.
2. Interviews with managers who have taken part, using a semi structured survey form to find out:
 - the usefulness of the advice on collaborative approaches,
 - what practical changes in the workplace it had led to,
 - identification of any cultural shifts that have taken place,
 - evidence of staff retention,
 - evidence of reduced absence through sickness,
 - evidence of increased productivity.
3. Interviews with advisers using a discussion guide to find out:
 - where did referrals come from?
 - what work based advice and support were you asked to deliver?
 - what signposting and referrals did you make?
 - examples of particular successes.
4. Interviews with key stakeholders, including GPs or Practice Managers from sponsoring practices and other referrers to find out:
 - any noticeable change in numbers of people over 50 in work being seen with mental health issues,
 - reduction in sickness absence certifications for this reason,
 - reduction in referrals to mental health services
 - any decrease in clinical prescribing for mental health issues in patients over 50,
 - any new contacts with other services or agencies in the voluntary and community sector.

5. Interviews with people who have received the service using a discussion guide to gather information about:
- what other groups, activities, services, support and resources have been accessed as a result of this intervention,
 - any changes in lifestyle made as a result of the intervention,
 - what were the results of attending a meeting with managers,
 - how well prepared they felt,
 - have they identified any transferable skills that can enable them to move into other employment?
 - improved self-esteem and ability to cope with personal challenges,
 - what other strategies they were using to deal with the issue,
 - how long the effect of the intervention has lasted or is likely to last,
 - any other services they were using that they stopped using once involved in this programme?
 - any other services they were using at the same time for the same purposes,
 - how useful was the action planning process,
 - time lost from work due to sickness since the intervention, if any.

Project: Work Wellness

Conditions

High numbers of people over 50 employed but signed off with mental health issues.
Increasing number of people over 50 absent from work due to ill health likely to fall out the labour market altogether.



Intended impacts

To patients

- Improved health and wellbeing
- Supports health and lifestyle change
- Improved self-esteem and confidence
- More specialised local knowledge
- Speed of referral
- Allowing time to be heard.

To GP practice

- Reducing frequent practice attendance
- More appropriate use of GP time
- Easy referral
- Provides links between the VCS and primary care
- Increased range of practical services
- Encouraging and supporting self-care.

Cost saving

- Decreased reliance on GPs
- Decrease in clinical prescribing
- Decreased need for acute services



Programme objectives

To test out the theory that a non-clinical intervention can have a positive impact on ensuring people with mental health conditions can remain in work long term providing benefits both to individuals and the wider economy.

50

Rationale

A holistic approach based on a Social Prescribing Model can offer a safe space to discuss problems and develop solutions, giving access to a wide range of information and signposting, and help people back to work.

Inputs

Project management by an independent consultant contracted to West Yorkshire Combined Authority.
One Work Wellness Advisor based in a GP practice.
Accommodation provided by GP practice.

Activities

60 minute one to one appointments with a Work Wellness advisor, based in accommodation offered by a participating GP practice, to develop an action plan.
Advice to employers on collaborative approaches to managing mental health at work.

Outputs

A minimum of ten people in target demographic are enabled to remain in work or to return to the workplace.



Intended outcomes

Time and resource savings for GPs
Talented staff are retained
Sickness and recruitment costs saved
Productivity flourishes.

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Green Economy Panel**

Director(s): Alan Reiss, Director of Policy, Strategy and Communications

Author(s): Jacqui Warren

1. Purpose of this report

- 1.1 To give an update on the Green Economy Panel's (GEP) major projects and programmes.

2 Information

Tackling the Climate Emergency: Energy Strategy and Delivery Plan

- 2.1 The Combined Authority approved the Leeds City Region Energy Strategy and Delivery Plan (ESDP) in December 2018. More recently, in line with most of the City Region's local authorities, the Combined Authority formally declared a climate emergency (27 June 2019) and, in consultation with partners, strengthened the city region's ambition to become net zero-carbon by 2038, with significant progress made by 2030. The strengthened regional target was launched at a Media Call on 10 July and also launched the Leeds City Region Climate Coalition which will act as a combined, powerful collective working together to create a net zero-carbon City Region.
- 2.2 As part of Combined Authority's planned communications on creating a net zero-carbon City Region, four sector-specific low-carbon workshops were run with stakeholders at the end of June / beginning of July. These workshops covered the power, buildings, industry, and transport sectors. Over 150 businesses and civic organisations attended the workshops.
- 2.3 Initial key findings from the workshops were:
- There is wide and strong support for the need to act on climate change.
 - Over 100 project ideas were developed across the power, buildings, industry, and transport sectors.
 - Some interested partners have come forward to help deliver some of the identified actions.

- The scale of the task ahead must not be underestimated with a 14.5 percent reduction in emissions required year-on-year in line with advice from the Tyndall Centre for Climate Change and emissions to half every five years to remain within a proposed carbon budget of 118 MtCO₂ between 2018 – 2100.
- Political leaders and senior officials need to understand the full scale and pace of what is now required and be prepared to commit the necessary resources.
- More information / intelligence / research is needed to ensure projects are developed and delivered.
- Consistent call for lobbying, especially around the need for central Government to provide policy certainty.
- Momentum must be maintained, and stakeholders must be regularly engaged.

Appendix 1 illustrates the current projects being delivered through the ESDP and the emerging high-level projects from the workshops above.

Next steps

- 2.4 There is a need to now build on these recent developments and keep momentum going to galvanise support and commence delivery against the ambitious regional target.
- 2.5 A summary of the work planned by the Combined Authority to assist the City Region meet its carbon targets. Including
 - **Communications & Engagement with key stakeholders**
 - **Building a robust evidence base** including further work to understand how the City Region's net zero-carbon target can be met.
 - **Delivery of existing projects within the ESDP**, Energy Accelerator and Energy Hub and update of ESDP to reflect the outcomes (new actions) from the workshops above and commence development of a prioritised list of these actions to deliver with Leeds City Region Climate Coalition partners.
 - **Zero Emissions Transport Group:** This is a group with member from both the Transport Committee and Green Economy Panel. This group will meet on 30 September.
 - **Local Authorities Support:** Including the identification of joint opportunities to collaborate and work together in response to the climate emergency declarations.

West Yorkshire Combined Authority Corporate Approach to Clean Growth

- 2.6 In addition to this city-regional work, the Combined Authority has been developing its corporate approach to embedding clean growth, including reducing carbon emissions and tackling climate change. It will include a new clean growth policy and set of principles for all staff to use and a detailed action plan which outlines what the Combined Authority will do as an organisation to embed clean growth into its practices and decision-making

processes. This will be finalised by October 2019. One immediate quick win made is the strengthening of clean growth and carbon reduction considerations within all new schemes that come through the Combined Authority's Assurance Framework, and future Combined Authority papers.

Energy Accelerator

- 2.7 The Energy Accelerator (Accelerator) is a key initiative under priority three of the Strategic Economic Plan (SEP) and is a team of expert advisors that are supporting the development of low carbon projects. The Accelerator offers free support to the commercial and public sector for energy efficiency and renewable energy (new and retrofitted), district heat networks, and street lighting. 13 projects are currently progressing through the Accelerator.

Better Homes Yorkshire

- 2.8 This is a City Region wide programme delivering energy efficiency and heating improvements across the City Region's homes. During 2018/19 1,566 homes received 1,645 measures against the target of 1,320 as the partners and provider were able to respond to a funding opportunity arising through the Energy Company Obligation. This brings the total number of homes improved through the programme to 4,670.
- 2.9 The final projects within the Growth Deal funded Tackling Fuel Poverty programme have now completed and the programme is now in evaluation and close down. In total 1,446¹ homes across the city region received measures.
- 2.10 Several councils have secured funding through local bids to National Grid's Warm Homes Fund. This includes an area based scheme in Swarcliffe, Leeds to connect the estate to the gas main and install efficient heating systems, and also area wide schemes within Barnsley, Calderdale and the four North Yorkshire councils.

Resource Efficiency Fund

- 2.11 The Resource Efficiency Fund (REF) offers free expert advice and business support to small and medium sized enterprises (SMEs) to help them to implement energy and water efficiency and waste reduction measures.
- 2.12 The fund continues to deliver support across the Region. Table 1 summarises the most up to date key progress indicators for the Resource Efficiency Fund.

Table 1: Progress as at 31 July 2019			
	Last Update (31/05/19)	Current	Programme Target (31/10/19)

¹ This number is included within the total Better Homes figures noted in 2.3.

Total Business Contacts	642	672	501
Assessments Commissioned	342	350	321
Businesses Supported	240	252	303
Businesses receiving non-financial support	208	217	200
Businesses receiving information, diagnostic and brokerage support	83	83	75
Grants Completed	123	133	133

REF2

- 2.13 The Combined Authority is currently seeking support from the European Regional Development Fund (ERDF) to continue delivery of the REF across the Leeds City Region and four new areas of North Yorkshire – Hambleton, Richmondshire, Ryedale, and Scarborough.
- 2.14 The Combined Authority is now awaiting a decision from the Ministry for Housing, Communities and Local Government on the outcome of its full application for REF2.
- 2.15 REF2 builds on and enhances the current Resource Efficiency Fund delivered by the Combined Authority. This project will increase energy efficiency and environmental resource efficiency (ERE), covering energy, energy efficiency water and waste, in SMEs through:
- Providing advice and support to deliver best practice in ERE in SMEs
 - Over 170 Grants (including small grants <£8000 and new large grants £8000 – £40,000) to support SMEs to implement tailored action plans
 - Investment in ERE and low carbon technologies.
 - Piloting a range of bespoke circular economy ²support packages.

District Heat Network (DHN) Programme

- 2.16 The Programme continues to support the development of a number of active heat network projects in the City Region.

Green and Blue Infrastructure (GBI) Strategy and Delivery Plan GBISDP

- 2.17 The Strategy and Delivery Plan identified 12 key projects and actions. A full progress update will be presented as part of the major projects update at the next Panel meeting.

² A circular economy is an alternative to a traditional linear economy (make, use, dispose) in which we keep resources in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life. In practical terms this means reducing use of finite virgin materials, designing products to last longer.

- 2.18 A key dependency of the GBISDP is the recruitment of a City Regional GBI Delivery Officer. The role would act as the central coordination point for the 12 key projects and actions identified.
- 2.19 It is proposed that the post will be funded through contributions from partner organisations. Members of the Local Nature Partnership are being asked to provide an indication of whether they would be open to providing a contribution to the funding of the post.

North East, Yorkshire and Humber Energy Hub projects

- 2.20 There are a number of projects identified in the ESDP which are suitable for development through the Hub³.
- 2.21 Two project proposals⁴ have so far been developed. They are:
- Leeds City Region Transport Emissions Reduction Pathways study
 - Financing mechanisms for upscaling domestic energy efficiency measures across the region.

3. Financial Implications

- 3.1 There are no implications associated with this paper.

4. Legal Implications

- 4.1 There are no implications associated with this paper.

5. Staffing Implications

- 5.1 There are no implications associated with this paper.

6. External Consultees

- 6.1 No external consultations have been undertaken.

7. Recommendations

- 7.1 That the LEP Board note the contents of this report.

8. Background Documents

- 8.1 None.

³ The Hub provides capacity to LEPs and local authorities to undertake the initial stages of development for priority local and regional energy projects and programmes up to a point where investment can be secured. A collaborative and coordinated approach across multiple LEP areas is encouraged through the Hub.

⁴ These projects are subject to Combined Authority and the Chair of the GEP's approval.

9. Appendices

Appendix 1 – West Yorkshire Combined Authority / LEP Climate related activity

Appendix 1 West Yorkshire Combined Authority led Climate Action

Activity	Description
Declaration of climate emergency	Combined Authority formally declared a climate emergency (27 June) bringing it in line with nine of the ten local authorities in the Leeds City Region.
Leeds City Region emission reduction target	Strengthened the City Region ambition to become net zero-carbon by 2038, with significant progress made by 2030.
Sector-specific low-carbon workshops	<p>Identification of transformational actions that could enable the City Region to meet its net zero-carbon ambition.</p> <p>Over 150 individuals from across the public, private and third sector attended four workshops in late June / early July.</p>
Media call	<p>Launched (10 July) the strengthened City Region target and Leeds City Region Climate Change Coalition and Pledge.</p> <p>The purpose of the Coalition is to act as a combined, powerful collective working together to create a net zero-carbon City Region.</p>
CityConnect programme	£60 million investment by 2020 in cycling and walking schemes across West Yorkshire and York since 2015.
Cycling and walking improvements	<p>£69 million investment through Local Growth Fund on cycling and walking improvements within the Combined Authorities wider delivery programme up to March 2021.</p> <p>Through this investment increases in usage has already been seen. For example a 26 percent increase has been recorded in people using the Cycle Superhighway and an extra 1,000 daily trips have been made across Scarborough Bridge, York.</p>
ULEV charging points	Installing 88 ultra-low emission vehicle charging points for taxis and cars. Target is for just over 5 percent of the region's taxis to be ULEV by 2020.
Better Homes Yorkshire	Energy efficiency measures and new heating systems have been installed in over 4,000 properties helping to reduce bills and alleviate fuel poverty.
Energy Accelerator / District Heat Networks	<p>City Region Energy Accelerator is helping to deliver several district heat networks including:</p> <ul style="list-style-type: none"> • Leeds PIPES (phases 2 and 3) • Barnsley Civic Quarter

Activity	Description
	<ul style="list-style-type: none"> • Bradford City Centre • Halifax Town Centre
Energy Accelerator - Non-domestic energy efficiency improvements	<p>Through the Energy Accelerator the Beckfoot Academy Trust is improving the energy efficiency of its schools and installing renewable energy systems.</p> <p>In addition, Leeds Teaching Hospital is upgrading its lighting through the Energy Accelerator.</p>
Streetlighting upgrades	Bradford Council with support from the Energy Accelerator is upgrading street lighting across the City.
Natural flood management	£1.7 million investment in natural flood management projects across Calderdale and Kirklees which will help to protect around 3,000 homes and more than 1,000 businesses.
Domestic Energy Efficiency Financing Models	Through the North East, Yorkshire and Humber Energy Hub commissioning consultant support to identify the financial models that will enable domestic energy efficiency activity to be scaled up and delivered at pace (city-regional scale).
Transport Emissions Reduction Pathways	Through the North East, Yorkshire and Humber Energy Hub commissioning consultant support to identify the different emissions reduction pathways that the transport system could take to contribute to achieving the City Region net zero-carbon target.
Clean Growth Audit	Deep dive into the clean growth sector within the City Region to identify potential clustering opportunities.

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Place Panel**

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

Author(s): Judith Furlonger / Alice Rowland

1. Purpose of this report

- 1.1 To provide the LEP Board with an update on the work of the Place Panel.

2. Information

- 2.1 The third meeting of the Place Panel took place on 30 July 2019. The meeting was chaired by Councillor Tim Swift.

Governance Arrangements

- 2.2 Place Panel considered revised Terms of Reference which included references to clean growth, reflecting the new corporate priority. All other elements of the Terms of Reference remained unchanged.

Place Panel Workshop Feedback

- 2.3 The Panel considered a report following the Place Panel workshop session with members and officers on 11 April 2019. The workshop considered policy areas where the Combined Authority, through Place Panel, adds value and which strategically joins and dovetails with district policy areas.
- 2.4 In summary, the Panel endorsed the following next steps:
- Develop and acknowledge the unique role of culture, sport and major events in the delivering inclusive growth
 - Develop a unified spatial narrative for the City Region. This will build on districts' existing plans and seek to present the story of the City Region as a whole and describe the Combined Authority's role in place
 - Develop an infrastructure investment framework. This would be a non-statutory framework to infrastructure investment focus and priority across a range of infrastructure types – transport, housing infrastructure, flood defences.

- Establish a link between Leeds City Region Directors of Development and Place Panel with a representative Director attending Place Panel meetings to support and shape Combined Authority work to develop a place-based approach.

Housing and Planning Update

2.5 The Place Panel considered a report which provided an update on key elements of the Combined Authority's Housing and Planning Work Programme. The report covered:

- Strategic discussions with investment partners at Government and National level are ongoing with regard capacity building to support delivery of programmes. In line with National Infrastructure Commission recommendations for agencies to develop integrated approaches to investment to link and connect strategic thinking, the Combined Authority is exploring ways in which relationships can be strengthened with other strategic funding bodies.
- Building on the above, discussions are ongoing to explore a formal closer collaboration between the Combined Authority and Homes England as funding bodies for housing and transport investment. The aim will be to develop a joint strategic pipeline of investable sites both short and longer term.
- The Enabling Housing Growth: Brokerage Support project, funded through the Business Rates Fund, will support districts drive to unlock stalled sites with a particular focus on sites with planning permissions in place but not moving forward for a variety of reasons. Initial work has been undertaken to identify the type of support required to help district partners broker solutions to deliver permissioned sites and identify further specific support required to deliver larger strategic sites.
- The housing evidence base has been reviewed to support ongoing work on the Local Industrial Strategy. Further work has been commissioned which will map affordability across the Leeds City Region and explore the impact of lack of affordability and access to good quality housing options on residents and communities in the region. Procurement of consultants to deliver the study is on-going.
- The planning delivery fund allocation of £180,000 to support delivery of design quality in the Leeds City Region has funded a two year post to support and provide additional resource to district partners to improve design quality and deliver a consistent approach across the city region.
- Leeds City Region Housing Association Partnership in a second regional meeting, agreed a thematic approach to specific issues, work streams to be identified and actions to be reported back to the next meeting.
- The One Public Estate Phase 7 successful bid will fund two projects, firstly a project to facilitate NHS partners to bring forward a collection of small sites for potential housing use and a second project to explore potential to use Leeds City Region public sector assets for temporary use of vacant buildings and space whilst longer term projects are brought forward.
- Historic Buildings Strategy Group met to discuss a potential funding opportunity through Historic England's £40 million programme as part of

the Government's Future High Streets initiative. The group also agreed to continue work to bring together owners of historic assets, developers, investors and public sector funders to discuss delivery and promote the value of bringing historic assets back into economic use.

Towards a Zero Carbon Leeds City Region

- 2.6 A verbal update was provided in relation to energy and climate change in the Leeds City Region including the declaration of climate emergency and feedback from recent sector specific low carbon workshops.

Local Industrial Strategy

- 2.7 The Panel was updated on, and gave input to, the development of Leeds City Region Local Industrial Strategy which is currently being co-developed with government. The Leeds City Region Local Industrial Strategy will focus on bold steps aimed at boosting productivity and driving inclusive and clean growth for a post-2030 economy.

Culture and Citizen Experience

- 2.8 The Panel considered the ongoing activity of City Region partners to unlock the full potential of culture, sport and major events as part of a place making agenda.

York Local Plan - Proposed Modifications Consultation

- 2.9 The Panel received a report setting out the York Local Plan Proposed Modifications Consultation as part of City of York Council's commitment and duty to co-operate with strategic partners.

3. Financial Implications

- 3.1 None

4. Legal Implications

- 4.1 None

5. Staffing Implications

- 5.1 None

6. External Consultees

- 6.1 None

7. Recommendations

- 7.1 The LEP Board is asked to note the contents of the report.

8. Background Documents

8.1 None

9. Appendices

9.1 None

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **LEP Capital Programme (Investment Committee)**

Director: Melanie Corcoran, Director of Delivery

Author(s): Lynn Cooper

1 Purpose of this report

- 1.1 To update the LEP Board on progress made on the implementation of the LEP capital programme.

2 Information

Capital Programme

- 2.1 Table 1 below sets out the latest outturn forecast and actual spend at quarter 1 2019/20 for the LEP capital programmes.

Table 1

Capital Programme	Original Budget 2019/20	Revised Forecast 2019/20	Quarter 1 Actual 2019/20	%
Growth Deal (including West Yorkshire Transport Fund)	£121,603,000	£105,430,000	£4,384,702	4.2%
West Yorkshire Broadband - contracts 2 & 3	£1,157,000	£1,157,000	£19,111	1.7%
Growing Places Fund	£4,000,000	£0	£0	0.0%
Warm Homes	£251,000	£400,000	£0	0.0%
Total	£127,011,000	£106,987,000	£4,403,813	4.1%

- 2.2 Forecasts were revised from the original budget set at the Combined Authority meeting in February 2019, the original budget having been set at a level to enable headroom should it be required in year. In comparison to the revised forecasts the total expenditure on the capital programme in the first quarter of 2019/20 is low, this is not currently a concern as expenditure in quarter 1 is often low.
- 2.3 An expenditure forecast was originally included for the Growing Places Fund but the LEP Board will be aware that work to develop options for a new grants and loans fund. Until this work is finalised the level of expenditure (if any) of the remaining GPF monies cannot be estimated. It is possible that there will

be some expenditure this year, however this will be estimated once the new fund has been agreed.

- 2.4 The revised forecast for the Warm Homes scheme involves expenditure of all the remaining monies from this grant, the increased forecast is due to a carry forward of a small underspend against forecast expenditure in 2018/19.

Climate Emergency

- 2.5 The current funding programmes have been developed to support the objectives of the Strategic Economic Plan (SEP) and the Transport Strategy. These strategies include the following objectives in relation to climate change:

- Strategic Economic Plan – Make climate change adaptation and high quality green infrastructure integral to improving the city region economy and its spatial priority areas
- Transport Strategy – We aim to reduce traffic emissions to near zero, tackle the damaging impacts of climate change on our homes and businesses and reduce road accidents, aspiring to ‘zero tolerance’ of transport-related deaths. We want to become known as a great, safe place for cycling and walking.

- 2.6 These issues are considered for each project as they progress through the assurance process in line with the SEP objective of Clean Energy and Environmental Resilience and the Combined Authority’s priority Supporting Clean Growth, whilst at the same time supporting the other objectives of the SEP and the Transport Strategy with regards Growing Business, Skilled People, Better Jobs and Infrastructure for Growth and the Combined Authority’s priorities Boosting Productivity, Enabling Inclusive Growth and Delivering 21st Century Transport.

Growth Deal Programme

- 2.7 The expected target spend for the Growth Deal programme for 2019/20 was always £105 million, this is reflected in the revised forecast in the table above. The original budget was set to include headroom expenditure if required.
- 2.8 In quarter 1 total spend of £4.37 million was achieved against a forecast of £7.50 million. Payments were made in advance at the end of 2018/19, so this is reflected in the low expenditure in quarter 1. The expenditure and forecasts of the programme are detailed in the Growth Deal Dashboard attached as **Appendix 1**.
- 2.9 A mid-year review of the Growth Deal programme will be undertaken by the Cities and Local Growth Unit (CLoG) at a meeting with representatives of the LEP and the Combined Authority (as accountable body) on 3 October 2019. The Growth Deal programme ends on 31 March 2021 and with 19 months to go CLoG is seeking to understand commitment, expenditure forecasts and risks across the programme. A full assessment is currently being undertaken and will be reported to the next meeting of the LEP Board on 21 November 2019. The assessment will include consideration of any actions required to

accelerate spend which may include options that utilise the available flexibilities in the programme.

- 2.10 Each quarter a return is made to CLoG through its data capture system which collates Growth Deal programme information. CLoG has requested that this dashboard should be endorsed by the LEP Board each quarter. The dashboard for quarter 1 2019/20 was submitted in accordance with the deadline on 23 August 2019. As the LEP Board did not meet before this the submission deadline it was signed off by the Combined Authority Section 73 Officer. The dashboard is now attached as **Appendix 2** for consideration and endorsement of the LEP Board.

Performance

- 2.11 The Growth Deal Dashboard at Appendix 1 identifies current approvals across all projects within the programme totalling £400 million, this is in comparison with total funding available of £516.35 million. It is expected that the majority of approvals required to reflect full commitment of the funding will be achieved by March 2020, with most approvals taking place before December 2019.

Outputs

Table 2 below sets out the targets, latest forecasts and actuals for outputs at quarter 1 2019/20

Table 2

Output	Target (includes Growth Deals 1, 2 and 3)	Achieved to date Quarter 1 (30/06/2019)	Remaining Forecast 2019/20	Forecast 2020/21	Forecast 2021-25	Total
New jobs	19,595	6,902	467	3,822	4,874	16,065
Jobs safeguarded (flood resilience programme)	11,100	23,177	316	1,116	3,605	28,214
Houses	2,300	346	213	1,168	2,124	3,851
Public / private investment (match funding)	£1,031,000,000	£526,795,327	£210,559,091	£120,028,554	£110,233,627	£967,616,599

There has been a reduction of reported jobs created from those reported at the year end 2018/19. This is because 1,705 jobs safeguarded through the flood resilience programme had been reported as jobs created and this error has now been amended. There has also been a reduction in the number of forecast jobs expected to be created which is due to a review of the job numbers expected to be created by the Enterprise Zones programme and relates to revised estimates for each site which vary from the numbers originally estimated for the overall programme. However, confidence is still high that all of the programme level outputs will be achieved once all projects begin to formally report forecasts and actuals achieved.

Enterprise Zones

- 2.12 The Enterprise Zone management team are working on a programme wide evaluation and appraisal to ensure focused activity can continue at pace.
- 2.13 The work will explore and identify opportunities for direct development and other options whereby available funding streams can be effectively used to

achieve strategic objectives and mitigate risk across the programme. The available Growth Deal funding for the Leeds City Region Enterprise Zone Programme is time limited and the Combined Authority are keen to understand where the public sector could and should, take a more active and responsible role in taking schemes forward within the time limitations.

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 It is recommended that the LEP Board

- Notes the progress made in implementing the LEP's capital programme including the Growth Deal and the Enterprise Zones Programme.
- Considers and endorses the CLoG monitoring dashboard for sign off by the LEP Chair.

8 Background Documents

8.1 None.

9 Appendices

Appendix 1 – Growth Deal Dashboard Quarter 1 2019 / 20

Appendix 2 – Growth Deal CLoG Monitoring Dashboard Quarter 1 2019/20

Growth Deal financial dashboard

2019/20 Target	£105,434,327	Actual	£4,375,575
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Figures accurate up to:	June 2019
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SEP Priority	Project Name	Gov't Ref	Indicative Funding	Full Funding Approval	Overall RAG	Actual Spend 2015/16	Actual Spend 2016/17	Actual Spend 2017/18	Actual Spend 2018/19	Agreed Annual Forecast 2019/20	2019/20 Actual	2019/20 Forecast	2019/20 Actual and Forecast	In Year RAG	2020/21 Forecast	Total to 2020/21
N/A	Growth Deal Programme Delivery Costs	LGFLEE44	£0	£0	NA	£429,486	£635,110	£2,080,329	£2,298,322	£2,000,000	£0	£2,000,000	£2,000,000	Green	£2,000,000	£9,443,247
N/A Total *			£0	£0		£429,486	£635,110	£2,080,329	£2,298,322	£2,000,000	£0	£2,000,000	£2,000,000		£2,000,000	£9,443,247
Priority 1 - Growing Business	Access to Capital Grants Programme	LGFLEE29	£15,700,000	£15,700,000	Green	£0	£1,513,095	£4,964,840	£4,308,468	£2,341,322	£525,493	£1,815,829	£2,341,322	Green	£2,572,276	£15,700,000
	Business Expansion Fund - Digital Inward Investment Fund	LGFLEE121	£2,500,000	£2,500,000	Amber	£0	£0	£16,831	£38,399	£457,886	£8,272	£449,614	£457,886	Amber	£1,986,884	£2,500,000
	Business Expansion Fund - Strategic Inward Investment Fund	LGFLEE120	£10,950,000	£10,950,000	Amber	£0	£0	£758,457	£800,236	£800,000	£155,968	£644,032	£800,000	Amber	£8,591,307	£10,950,000
	Business Growth Programme	LGFLEE01	£34,000,000	£34,000,000	Green	£6,660,742	£8,327,992	£3,913,816	£2,117,074	£4,910,993	£439,844	£4,471,149	£4,910,993	Green	£8,069,383	£34,000,000
	Huddersfield Incubation and Innovation Programme	LGFLEE30	£2,922,000	£2,922,000	Green	£0	£0	£2,922,000	£0	£0	£0	£0	£0	Green	£0	£2,922,000
	Institute for High Speed Rail and System Integration	LGFLEE151	£13,047,000	£0	N/A	£0	£0	£0	£0	£4,300,000	£0	£0	£4,300,000	N/A	£8,747,000	£13,047,000
	Leeds University Innovation Centre	LGFLEE31	£3,000,000	£3,000,000	Green/Amber	£0	£2,416,585	£583,415	£0	£0	£0	£0	£0	Green	£0	£3,000,000
	Priority 1 - Over-programming	N/A	£0	£0	N/A	£0	£0	£0	£0		£0	£0	£0	N/A	-£20,000,000	-£20,000,000
Priority 1 - Growing Business Total *			£82,119,000	£69,072,000		£6,660,742	£12,257,672	£13,159,358	£7,264,176	£12,810,201	£1,129,577	£7,380,624	£12,810,201		£9,966,851	£62,119,000
Priority 2 - Skilled People and Better Jobs	Bradford College	LGFLEE24	£250,000	£250,000	Green	£0	£250,000	£0	£0	£0	£0	£0	£0	N/A	£0	£250,000
	Calderdale College	LGFLEE04	£4,977,000	£4,977,000	Green	£2,000,000	£2,977,000	£0	£0	£0	£0	£0	£0	N/A	£0	£4,977,000
	Kirklees College - Dewsbury Learning Quarter	LGFLEE38	£11,121,218	£15,121,218	Amber	£0	£3,367,457	£6,429,128	£0	£657,524	£0	£493,143	£493,143	Amber	£667,110	£11,121,218
	Kirklees College - Process Manufacturing Centre	LGFLEE05	£3,100,996	£3,100,996	Green	£3,000,996	£100,001	£0	£0	£0	£0	£0	£0	N/A	£0	£3,100,997
	Leeds City College - Printworks	LGFLEE03	£8,998,358	£8,998,358	Green	£933,800	£7,794,608	£269,950	£0	£0	£0	£0	£0	N/A	£0	£8,998,358
	Leeds City College - Quarry Hill	LGFLEE43	£39,900,000	£39,900,000	Amber/Red	£0	£10,045,152	£15,585,878	£14,211,895	£57,075	£0	£0	£0	Amber	£0	£39,900,000
	Leeds College of Building	LGFLEE32	£13,350,000	£13,350,000	Green	£0	£1,263,639	£2,786,030	£9,301,092	£0	-£760	£0	-£760	Green	£0	£13,350,760
	Selby College	LGFLEE22	£693,748	£693,748	Green	£0	£693,748	£0	£0	£0	£0	£0	£0	N/A	£0	£693,748
	Shipley College - Mill	LGFLEE02	£119,000	£119,000	Green	£119,000	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£119,000
	Shipley College - Salt Building	LGFLEE23	£300,000	£300,000	Green	£0	£300,000	£0	£0	£0	£0	£0	£0	N/A	£0	£300,000
	Wakefield College	LGFLEE21	£3,327,133	£3,327,133	Green	£0	£3,327,133	£0	£0	£0	£0	£0	£0	N/A	£0	£3,327,133
	Lending														-£7,950,000	-£7,950,000
Priority 2 - Skilled People and Better Jobs Total *			£86,137,453	£90,137,453	£0	£6,053,796	£30,118,737	£25,070,985	£23,512,986	£714,599	-£760	£493,143	£492,383	£0	-£7,282,890	£78,188,214
Priority 3 - Clean Energy and Economic Resilience	Energy Accelerator	LGFLEE08	£820,000	£820,000	Amber/Red	£50,636	£115,355	£0	£52,266	£196,202	£0	£210,450	£210,450	Amber/Red	£391,292	£820,000
	Leeds District Heat Network	LGFLEE33	£4,000,000	£4,000,000	Green	£0	£0	£0	£4,000,000	£0	£0	£0	£0	Green	£0	£4,000,000
	Resource Efficiency Fund	LGFLEE07	£720,000	£720,000	Green	£0	£0	£293,355	£318,563	£103,903	£18,819	£89,263	£108,082	Green	£350,594	£1,066,415
	Tackling Fuel Poverty	LGFLEE34	£6,000,000	£5,669,406	Green	£0	£781,414	£2,857,882	£2,028,928	£1,616	£1,616	£0	£1,616	Green	£0	£5,669,841
	Priority 3 - Over-programming	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
Priority 3 - Clean Energy and Economic Resilience Total *			£11,540,000	£11,209,406		£50,636	£896,769	£3,151,237	£6,399,757	£301,721	£20,435	£299,713	£320,148		£741,887	£11,556,256
Priority 4a - Housing and Regeneration	Barnsley Town Centre	LGFLEE15	£1,757,000	£1,757,000	Green	£1,757,000	£0	£0	£0	£0	£0	£0	£0	Green	£0	£1,757,000
	Bradford - One City Park	LGFLEE14	£5,200,000	£5,200,000	Green	£400,000	£0	£0	£0	£0	£0	£0	£0	N/A	£4,800,000	£5,200,000
	Bradford Odeon	LGFLEE35	£357,500	£357,500	Green/Amber	£0	£0	£0	£280,403	£77,097	£77,097	£0	£77,097	Green	£0	£357,500
	City Centre Heritage Properties - Bradford	LGFLEE152	£7,400,000	£0	Amber	£0	£0	£0	£0	£300,000	£0	£300,000	£300,000	Amber/Red	£0	£300,000
	Dewsbury Riverside	LGFLEE145	£4,612,000	£0	Amber	£0	£0	£0	£0	£1,700,000	£0	£1,700,000	£1,700,000	Amber	£2,712,000	£4,412,000
	East Leeds Housing Growth - Brownfield Sites	LGFLEE11	£1,100,000	£1,100,000	Green/Amber	£0	£1,100,000	£0	£0	£0	£0	£0	£0	N/A	£0	£1,100,000
	East Leeds Housing Growth - Red Hall	LGFLEE10	£4,000,000	£4,000,000	Green	£2,000,000	£2,000,000	£0	£0	£0	£0	£0	£0	N/A	£0	£4,000,000
	Halifax - Beech Hill	LGFLEE138	£2,197,000	£1,400,000	Green/Amber	£0	£0	£0	£1,180,871	£219,129	£219,129	£0	£219,129	Amber	£0	£1,400,000
	Halifax Living programme (Phase 1)	N/A	£830,000	£0	Amber/Red	£0	£0	£0	£0	£0	£0	£0	£0	Green	£0	£0
	Halifax Town Centre (Northgate House)	LGFLEE12	£3,000,000	£300,000	Amber	£300,000	£0	£0	£1,058,159	£1,641,841	£0	£1,641,841	£1,641,841	Green/Amber	£0	£3,000,000
	Kirklees Housing Sites	LGFLEE16	£1,000,000	£1,000,000	Green/Amber	£200,000	£205,000	£104,000	£95,000	£96,000	£0	£96,000	£96,000	Green	£0	£700,000
	Leeds - Bath Road	LGFLEE17	£575,000	£575,000	Amber	£575,000	£0	£0	£0	£0	£0	£0	£0	Green	£0	£575,000
	New Bolton Woods	LGFLEE119	£3,600,000	£3,600,000	Green	£0	£0	£3,000,000	£600,000	£0	£0	£0	£0	Green	£0	£3,600,000
	Wakefield City Centre - South East Gateway	LGFLEE153	£6,505,000	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£6,505,000	£6,505,000
	Wakefield Civic Quarter	LGFLEE37	£1,100,000	£1,100,000	Green	£0	£0	£1,054,488	£1,199	£44,313	£0	£44,313	£44,313	Green	£0	£1,100,000
	York Central	LGFLEE13	£2,550,000	£2,550,000	Green	£0	£1,421,500	£1,128,500	£0	£0	£0	£0	£0	Green	£0	£2,550,000
	York Guildhall	LGFLEE39	£2,347,500	£2,347,500	Amber/Red	£0	£791,500	£603,000	£406,460	£546,540	£0	£546,540	£546,540	Green	£0	£2,347,500
	Priority 4a - Over-programming	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	-£5,054,077	-£5,054,077
Priority 4a - Housing and Regeneration Total *			£48,131,000	£25,287,000		£5,232,000	£5,518,000	£5,889,988	£3,622,091	£4,624,920	£296,226	£6,352,694	£6,648,920		£8,962,923	£33,849,923
Priority 4b - West Yorkshire + Transport Fund	A19 Bus Lane and Access to Designer Outlet Park and Ride Improvements	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	A6110 Leeds Outer Ring Road	LGFLEE80	£2,000,000	£286,000	Green/Amber	£0	£0	£4,271	£25,924	£116,000	£4,000	£261,000	£265,000	Amber	£500,000	£646,195
	A62 - A644 (Wakefield Road) Link Road	LGFLEE76	£69,270,000	£750,000	Amber/Red	£110,000	£15,000	£31,735	£201,569	£476,308	£16,696	£459,612	£476,308	Amber	£760,359	£1,969,971
	A62 - A644 (Wakefield Road) Link Road (Combined Authority)	LGFLEE76	£0	£0	N/A	-£110,000	-£15,000	£500,000	£44,454	£0	-£44,454	£0	-£44,454	N/A	£0	£44,454
	A629 (Phase 1A) - Jubilee Road to Free School Lane	LGFLEE26	£8,639,999	£8,639,999	Green/Amber	£163,469	£1,442,043	£4,267,252	£2,511,235	£0	£0	£0	£0	Green/Amber	£0	£8,639,999
	A629 (Phase 1A) - Jubilee Road to Free School Lane (Combined Authority)	LGFLEE26	£0	£0	N/A	£0	£0	£256,000	£36	£0	£0	£0	£0	N/A	£0	£36
	A629 (Phase 1B) - Elland Wood Bottom to Jubilee Road	LGFLEE68	£18,900,000	£5,670,394	Amber/Red	£0	£213,909	£611,800	£1,285,653	£2,000,000	£39,554	£1,970,858	£2,010,412	Amber/Red	£4,368,225	£8,479,588
	A629 (Phase 2) - Eastern Gateway and Station Access Improvements	LGFLEE27	£40,930,000	£2,615,000	Amber/Red	£0	£334,553	£1,208,078	£773,369	£337,987	£0	£337,987	£337,987	Amber	£5,000,000	£7,952,987
	A629 (Phase 2) - Eastern Gateway and Station Access Improvements (Combined Authority)	LGFLEE27	£0	£0	N/A	£0	£0	£24,136	£60,834	£0	£0	£0	£0	N/A	£0	£125,970

67

SEP Priority	Project Name	Gov't Ref	Indicative Funding	Full Funding Approval	Overall RAG	Actual Spend 2015/16	Actual Spend 2016/17	Actual Spend 2017/18	Actual Spend 2018/19	Agreed Annual Forecast 2019/20	2019/20 Actual	2019/20 Forecast	2019/20 Actual and Forecast	In Year RAG	2020/21 Forecast	Total to 2020/21
	A629 (Phase 2) - Halifax Bus Station	LGFLEE155	£366,415	£366,415	N/A	£0	£0	£0	£0	£0	£83,957	£0	£83,957	N/A	£0	£0
	A629 (Phase 4) - Ainley Top	LGFLEE71	£30,000,000	£645,000	Green/Amber	£0	£51,736	£62,724	£441,634	£500,000	£33,062	£276,434	£309,496	Green/Amber	£500,000	£1,556,094
	A629 (Phase 4) - Ainley Top (Combined Authority)	LGFLEE71	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	A629 (Phase 5) - Ainley Top into Huddersfield	LGFLEE75	£12,087,608	£4,418,295	Green	£52,000	£48,000	£248,157	£820,011	£2,281,683	£81,183	£2,200,500	£2,281,683	Green	£2,887,188	£6,337,039
	A629 (Phase 5) - Ainley Top into Huddersfield (Combined Authority)	LGFLEE75	£0	£0	N/A	£0	£0	£2,605	-£2,605	£0	£0	£0	£0	N/A	£0	£0
	A641 Bradford - Huddersfield Corridor	LGFLEE67	£52,400,000	£730,000	Amber	£0	£60,829	£68,572	£140,989	£643,526	£12,606	£630,919	£643,526	Amber	£633,917	£1,547,832
	A65 - Leeds Bradford International Airport Link Road	LGFLEE79	£35,700,000	£1,785,000	Red	£8,688	£266,812	£365,849	£539,827	£460,000	£40,476	£419,524	£460,000	Amber	£1,800,000	£3,651,176
	A650 Hard Ings Road (Phase 1) - Hard Ings Road Only	LGFLEE64	£9,334,000	£9,334,000	Green	£124,000	£304,308	£437,533	£2,604,524	£2,890,706	£659,083	£2,231,623	£2,890,706	Green	£657,666	£7,158,737
	A650 Hard Ings Road (Phase 1) - Hard Ings Road Only (Combined Authority)	LGFLEE64	£0	£0	N/A	-£124,000	-£304,308	£568,308	£0	£0	£0	£0	£0	N/A	£0	£0
	A650 Tong Street	LGFLEE61	£12,500,000	£185,000	Amber	£0	£40,620	£83,783	£74,264	£30,400	£4,449	£25,951	£30,400	Amber	£0	£279,067
	A650 Tong Street (Combined Authority)	LGFLEE61	£0	£0	N/A	£0	£0	£0	-£63,667	£59,218	-£4,449	£63,667	£59,218	N/A	£0	-£4,449
	Aire Valley - Leeds Integrated Transport Package (Phase 1) - Aire Valley Park and Ride	LGFLEE19	£9,597,000	£9,597,000	Green/Amber	£236,672	£5,950,650	£1,980,169	£157,717	£25,000	£0	£17,283	£17,283	Green	£0	£8,660,208
	Aire Valley - Leeds Integrated Transport Package (Phase 1) - Aire Valley Park and Ride (Combined Authority)	LGFLEE19	£0	£0	N/A	-£40,492	£0	£644,065	£5,311	£0	£0	£0	£0	N/A	£0	£339,884
	Aire Valley - Leeds Integrated Transport Package (Phase 2) - Highway Access	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Aire Valley - Leeds Integrated Transport Package (Phase 3) - Motorway Junction Improvements	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Bradford Forster Square Station Gateway	LGFLEE60	£17,311,000	£3,671,314	Green/Amber	£0	£125,484	£98,022	£136,964	£216,000	£6,444	£209,556	£216,000	Green/Amber	£400,000	£976,470
	Bradford Forster Square Station Gateway (Combined Authority)	LGFLEE60	£0	£0	N/A	£0	£0	£25,019	£32,155	£0	-£6,444	£0	-£6,444	N/A	£0	£57,174
	Bradford Interchange Station Gateway (Phase 1)	LGFLEE59	£5,650,000	£293,000	Green	£25,000	£20,838	£117,558	£33,819	£81,600	£3,633	£77,967	£81,600	Green/Amber	£160,000	£438,815
	Bradford Interchange Station Gateway (Phase 1) (Combined Authority)	LGFLEE59	£0	£0	N/A	£0	£0	£13,836	£0	£0	£0	£0	£0	N/A	£0	£13,836
	Bradford Interchange Station Gateway (Phase 2)	LGFLEE127	£512,000	£512,000	Green	£0	£0	£6,279	£17,876	£159,438	£2,683	£150,117	£152,800	Green/Amber	£0	£183,593
	Bradford Interchange Station Gateway (Phase 2) (Combined Authority)	LGFLEE127	£0	£0	N/A	£0	£0	£0	£8,120	£0	-£2,683	£0	-£2,683	N/A	£0	£8,120
	Bradford to Shipley Corridor	LGFLEE63	£47,900,000	£1,597,000	Green	£30,000	£5,011	£524,541	£701,428	£448,000	£329,502	£118,498	£448,000	Green	£376,000	£2,084,980
	Calder Valley Line - Bradford to Leeds Journey Time Improvements	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Calder Valley Line - Elland Station	LGFLEE106	£2,638,197	£700,153	Green/Amber	£0	£0	£42,332	£67,387	£350,000	£8,974	£341,026	£350,000	Amber	£278,478	£738,197
	Calder Valley Line - Elland Station (Combined Authority)	LGFLEE106	£17,361,803	£1,434,595	Green/Amber	£0	£0	£121,105	£227,198	£532,924	£16,704	£516,220	£532,924	Green/Amber	£2,096,850	£2,978,078
	Calder Valley Line - Enhancements	LGFLEE128	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Castleford Growth Corridor Scheme	LGFLEE85	£22,800,000	£200,000	Amber/Red	£67,000	£73,917	£18,203	£11,834	£1,110,587	£15,931	£1,094,656	£1,110,587	Amber/Red	£2,198,427	£3,479,968
	Castleford Station Gateway	LGFLEE82	£4,511,000	£338,000	Green/Amber	£0	£20,329	£20,598	£216,028	£2,074,913	£11,032	£2,063,881	£2,074,913	Green	£372,940	£2,704,808
	CityConnect Phase 3 Canals	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	CityConnect Phase 3 Castleford to Wakefield Greenway Phase 4	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	CityConnect Phase 3 Cooper Bridge	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	CityConnect Phase 3 Huddersfield Town Centre	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	CityConnect Phase 3 Leeds	N/A	£6,504,000	£100,000	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Clifton Moor Park and Ride	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Bradford - A6177 Great Horton Road - Cross Lane (12)	LGFLEE137	£2,500,000	£180,000	Green/Amber	£0	£0	£63,019	£172,281	£0	£0	£0	£0	Green	£0	£235,300
	Corridor Improvement Programme - Bradford - A6177 Great Horton Road - Cross Lane (12) (Combined Authority)	LGFLEE137	£0	£0	N/A	£0	£0	£4,884	-£125,974	£0	£0	£0	£0	N/A	£0	-£121,090
	Corridor Improvement Programme - Bradford - A6177 Great Horton Road - Horton Grange Road (15)	LGFLEE97	£4,205,000	£809,007	Red	£0	£0	£29,472	£243,985	£180,000	£55,774	£60,226	£116,000	Amber/Red	£2,044,000	£2,497,457
	Corridor Improvement Programme - Bradford - A6177 Great Horton Road - Horton Grange Road (15) (Combined Authority)	LGFLEE97	£0	£0	N/A	£0	£0	£0	-£19,951	£0	-£55,774	£0	-£55,774	N/A	£0	-£19,951
	Corridor Improvement Programme - Bradford - A6177 Thornton Road - Toller Lane (10)	LGFLEE96	£9,662,000	£946,670	Red	£0	£0	£85,375	£207,794	£102,400	£45,800	£56,600	£102,400	Amber	£3,640,000	£4,035,569
	Corridor Improvement Programme - Bradford - A6177 Thornton Road - Toller Lane (10) (Combined Authority)	LGFLEE96	£0	£0	N/A	£0	£0	£0	£2,506	£0	£0	£0	£0	N/A	£0	£2,506
	Corridor Improvement Programme - Bradford - A650 Shipley Airedale - A647 Leeds Road	N/A	£0	£277,000	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Calderdale - A58 - A672 Corridor	LGFLEE92	£6,024,000	£941,665	Green/Amber	£0	£0	£90,865	£115,895	£450,000	£53,213	£396,787	£450,000	Green/Amber	£2,284,240	£2,941,000
	Corridor Improvement Programme - Calderdale - A58 - A672 Corridor (Combined Authority)	LGFLEE92	£0	£0	N/A	£0	£0	-£18,672	£26,226	£0	-£327	£0	-£327	N/A	£0	£7,554
	Corridor Improvement Programme - Calderdale - A646 - A6033 Corridor	LGFLEE93	£5,092,000	£789,581	Green/Amber	£0	£0	£76,325	£69,642	£414,000	£14,577	£399,423	£414,000	Green/Amber	£1,731,033	£2,291,000
	Corridor Improvement Programme - Calderdale - A646 - A6033 Corridor (Combined Authority)	LGFLEE93	£0	£0	N/A	£0	£0	-£13,943	£21,466	£0	-£296	£0	-£296	N/A	£0	£7,523
	Corridor Improvement Programme - Kirklees - A62 Smart Corridor	LGFLEE91	£7,906,000	£855,000	Green/Amber	£0	£0	£125,232	£280,481	£461,924	£117,636	£344,288	£461,924	Amber	£3,500,000	£4,367,637

SEP Priority	Project Name	Gov't Ref	Indicative Funding	Full Funding Approval	Overall RAG	Actual Spend 2015/16	Actual Spend 2016/17	Actual Spend 2017/18	Actual Spend 2018/19	Agreed Annual Forecast 2019/20	2019/20 Actual	2019/20 Forecast	2019/20 Actual and Forecast	In Year RAG	2020/21 Forecast	Total to 2020/21
	Corridor Improvement Programme - Kirklees - A62 Smart Corridor (Combined Authority)	LGFLEE91	£0	£0	N/A	£0	£0	£6,232	£38,388	£0	£0	£0	£0	N/A	£0	£44,620
	Corridor Improvement Programme - Kirklees - Holmfirth Town Centre	LGFLEE89	£4,900,000	£250,000	Amber	£0	£0	£99,358	£47,383	£308,147	£22,747	£285,400	£308,147	Amber	£910,000	£1,364,888
	Corridor Improvement Programme - Kirklees - Holmfirth Town Centre (Combined Authority)	LGFLEE89	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Kirklees - Huddersfield Southern Corridors	LGFLEE90	£8,199,000	£2,234,000	Green/Amber	£0	£0	£167,206	£107,794	£859,000	£33,378	£825,623	£859,000	Green	£3,340,000	£4,474,000
	Corridor Improvement Programme - Kirklees - Huddersfield Southern Corridors (Combined Authority)	LGFLEE90	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Kirklees - Waterloo	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Leeds - Dawsons Corner	LGFLEE88	£15,000,000	£2,607,000	Green/Amber	£0	£0	£243,698	£279,116	£2,771,728	£3,200	£1,976,500	£1,979,700	Green/Amber	£2,700,000	£5,994,542
	Corridor Improvement Programme - Leeds - Dyneley Arms	LGFLEE87	£2,747,000	£775,000	Amber	£0	£0	£127,438	£141,776	£1,737,000	£0	£439,000	£439,000	Amber	£550,000	£2,556,214
	Corridor Improvement Programme - Leeds - Dyneley Arms (Combined Authority)	LGFLEE87	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Leeds - Fink Hill	LGFLEE86	£4,150,000	£519,000	Amber	£0	£0	£105,529	£17,013	£729,471	£0	£500,000	£500,000	Amber/Red	£1,922,542	£2,774,555
	Corridor Improvement Programme - Wakefield - A650 Newton Bar	LGFLEE98	£6,708,000	£204,800	Amber	£0	£0	£39,259	£102,410	£2,299,267	£63,131	£1,375,226	£1,438,357	Amber	£2,000,000	£4,440,936
	Corridor Improvement Programme - Wakefield - A650 Newton Bar (Combined Authority)	LGFLEE98	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme - Wakefield - Owl Lane	LGFLEE136	£2,561,000	£75,000	Green	£0	£0	£5,516	£47,989	£558	£558	£0	£558	Green/Amber	£74,990	£129,052
	Corridor Improvement Programme - Wakefield - Owl Lane (Combined Authority)	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme (Phase 1)	LGFLEE111	£408,000	£408,000	N/A	£0	£0	£8,200	£0	£100,000	£0	£100,000	£100,000	Green	£316,000	£424,200
	Corridor Improvement Programme (Phase 2)	LGFLEE131	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Corridor Improvement Programme (Phase 3)	LGFLEE132	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Glasshoughton Southern Link Road	LGFLEE84	£5,968,000	£5,968,000	Green	£80,000	£0	£441,104	£286,241	£4,884,925	£516,048	£4,514,637	£5,030,685	Green	£129,971	£5,822,240
	Glasshoughton Southern Link Road (Combined Authority)	LGFLEE84	£0	£0	N/A	£0	£0	£0	£4,492,578	£0	-£516,048	-£3,976,530	-£4,492,578	N/A	£0	£4,492,578
	Halifax Station Gateway	LGFLEE66	£10,600,000	£1,108,000	Amber	£156,738	£44,171	£63,055	£294,565	£500,000	£62,658	£530,042	£592,700	Amber	£750,000	£1,813,529
	Halifax Station Gateway (Combined Authority)	LGFLEE66	£0	£0	N/A	£0	£0	£0	£1,917	£0	£0	£0	£0	N/A	£0	£1,917
	Harrogate Road - New Line	LGFLEE65	£6,765,000	£2,875,000	Green	£146,399	£15,601	£991,436	£1,476,336	£2,439,000	£51,384	£3,538,220	£3,589,604	Amber	£1,969,228	£7,204,000
	Harrogate Road - New Line (Combined Authority)	LGFLEE65	£0	£0	N/A	-£52,000	£0	£221,717	£0	£0	£0	£0	£0	N/A	£0	£3,717
	Huddersfield Station Gateway (Phase 1)	LGFLEE72	£5,000,000	£115,000	Green	£0	£0	£0	£10,000	£170,000	£55,000	£115,000	£170,000	Green/Amber	£1,180,000	£1,360,000
	Huddersfield Station Gateway (Phase 1) (Combined Authority)	LGFLEE72	£0	£0	N/A	£0	£0	£0	£599	£0	£0	£0	£0	N/A	£0	£599
	Huddersfield Station Gateway (Phase 2)	LGFLEE154	£5,000,000	£50,000	Amber	£0	£22,385	£0	£0	£6,000	£0	£6,000	£6,000	Amber	£8,000	£36,385
	Huddersfield Station Gateway (Phase 2) (Combined Authority)	LGFLEE154	£0	£0	N/A	£27,615	£0	£2,630	£0	£0	£0	£0	£0	N/A	£0	£30,245
	Leeds City Centre Network and Interchange Package	LGFLEE81	£66,800,000	£3,774,000	Amber	£31,337	£278,000	£468,289	£581,403	£3,523,500	£90,100	£3,523,500	£3,613,600	Green/Amber	£11,000,000	£16,201,529
	Leeds ELOR and North Leeds Outer Ring Road	LGFLEE52	£82,980,000	£25,856,000	Amber	£929,199	£1,554,106	£8,297,375	£7,266,848	£25,000,000	£0	£25,000,000	£25,000,000	Amber	£25,003,812	£69,071,340
	Leeds ELOR and North Leeds Outer Ring Road (Combined Authority)	LGFLEE52	£0	£0	N/A	-£140,000	£0	£1,169,320	£3,753,697	-£3,763,017	£0	-£3,762,172	-£3,762,172	N/A	£0	£0
	Leeds Station Gateway - Leeds Integrated Station Masterplan	LGFLEE77	£400,000	£400,000	Green/Amber	£0	£54,468	£117,583	£139,849	£24,089	£0	£88,100	£88,100	Green	£0	£335,989
	Leeds Station Gateway - New Station Street	LGFLEE51	£2,120,000	£729,000	Green/Amber	£0	£41,036	£103,144	£577,768	£1,394,598	£0	£1,398,052	£1,398,052	Green/Amber	£0	£2,116,546
	M62 Junction 24A	LGFLEE74	£18,510,000	£70,000	Amber/Red	£0	£12,976	£31,370	£0	£0	£0	£0	£0	Amber	£0	£44,346
	Mirfield to Dewsbury to Leeds (M2D2L)	LGFLEE73	£12,500,000	£535,000	Green/Amber	£0	£59,261	£21,026	£49,713	£425,000	£15,000	£375,000	£390,000	Green/Amber	£2,750,000	£3,385,000
	Mirfield to Dewsbury to Leeds (M2D2L) (Combined Authority)	LGFLEE73	£0	£0	N/A	£0	£0	£9,588	£0	£0	£0	£0	£0	N/A	£0	£9,588
	Parking Extensions at Rail Stations (PEARS)	LGFLEE101	£0	£138,000	N/A	£0	£137,997	£0	£0	£0	£0	£0	£0	N/A	£0	£137,997
	Public Transport Improvements 2 - City Centre Infrastructure	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Rail Parking Package - Apperley Bridge	LGFLEE102	£1,200,000	£113,100	Green/Amber	£0	£0	£0	£0	£423,100	£0	£113,100	£113,100	Amber	£600,000	£1,023,100
	Rail Parking Package - Ben Rhydding	N/A	£2,100,537	£150,000	N/A	£0	£0	£0	£0	£0	£0	£150,000	£150,000	Green	£1,450,537	£1,450,537
	Rail Parking Package - Fitzwilliam	LGFLEE49	£701,204	£701,204	Green	£0	£28,210	£416,863	£47,425	£0	£0	£208,706	£208,706	N/A	£0	£492,498
	Rail Parking Package - Fitzwilliam (Combined Authority)	LGFLEE49	£0	£0	N/A	£0	-£28,210	£28,210	£0	£0	£0	£0	£0	N/A	£0	£0
	Rail Parking Package - Garforth	LGFLEE141	£1,129,278	£1,129,278	Amber	£0	£0	£0	£43,981	£780,000	£5,033	£1,080,264	£1,085,297	Green/Amber	£0	£823,981
	Rail Parking Package - Guiseley	LGFLEE103	£7,000,000	£143,000	Red	£0	£0	£0	£0	£113,000	£0	£113,000	£113,000	Red	£30,000	£143,000
	Rail Parking Package - Hebden Bridge	LGFLEE50	£754,445	£754,445	Amber/Red	£0	£0	£14,000	£4,400	£522,045	£0	£522,045	£522,045	Amber	£0	£540,445
	Rail Parking Package - Knottingley	LGFLEE100	£0	£0	Amber/Red	£0	£0	£0	£0	£0	£0	£0	£0	Red	£0	£0
	Rail Parking Package - Mirfield A	LGFLEE57	£308,863	£308,863	Green	£0	£0	£0	£170,000	£0	£0	£0	£0	Green	£0	£170,000
	Rail Parking Package - Mirfield B	N/A	£1,300,000	£0	Amber/Red	£0	£0	£0	£0	£0	£0	£0	£0	Green	£0	£0
	Rail Parking Package - Moorthorpe	LGFLEE104	£1,100,000	£110,500	Green	£0	£0	£0	£18,105	£250,000	£0	£250,000	£250,000	Green	£831,895	£1,100,000
	Rail Parking Package - Morley	N/A	£2,600,000	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Rail Parking Package - Mytholmroyd	LGFLEE54	£3,640,000	£3,468,172	Green	£0	£0	£0	£0	£1,508,333	£69,100	£1,508,333	£1,577,433	Red	£2,131,667	£3,640,000
	Rail Parking Package - Normanton	LGFLEE58	£1,440,000	£0	Amber	£0	£0	£0	£0	£0	£0	£262,000	£262,000	Red	£1,178,000	£1,178,000
	Rail Parking Package - Outwood	LGFLEE105	£1,540,000	£140,000	Green/Amber	£0	£0	£0	£50,822	£391,605	£9,118	£380,060	£389,178	Green/Amber	£1,100,000	£1,542,427
	Rail Parking Package - Outwood (Combined Authority)	LGFLEE105	£0	£0	N/A	£0	£0	£0	-£41,927	£0	£41,927	£0	£41,927	N/A	£0	-£41,927
	Rail Parking Package - Shipley	LGFLEE55	£2,550,000	£0	Amber	£0	£0	£0	£0	£0	£0	£0	£0	Amber/Red	£2,550,000	£2,550,000
	Rail Parking Package - South Elmsall	LGFLEE48	£670,000	£670,000	Green	£0	£120,000	£484,604	£0	£0	£0	£15,000	£15,000	N/A	£0	£604,604
	Rail Parking Package - Steeton and Silsden	LGFLEE56	£2,530,000	£897,000	Green	£0	£0	£0	£0	£230,000	£0	£230,000	£230,000	Amber	£2,300,000	£2,530,000
	Rail Parking Package (Phase 1)	LGFLEE99	£0	£1,701,000	Green	£108,336	£409,181	£395,796	£236,436	£568,779	£5,200	£296,514	£301,714	Green	£270,194	£2,047,630
	Rail Parking Package (Phase 2)	LGFLEE101	£28,638,136	£2,016,000	N/A	£0	£0	£0	£33,079	£2,010,000	£0	£2,010,000	£2,010,000	N/A	£500,000	£2,543,079

SEP Priority	Project Name	Gov't Ref	Indicative Funding	Full Funding Approval	Overall RAG	Actual Spend 2015/16	Actual Spend 2016/17	Actual Spend 2017/18	Actual Spend 2018/19	Agreed Annual Forecast 2019/20	2019/20 Actual	2019/20 Forecast	2019/20 Actual and Forecast	In Year RAG	2020/21 Forecast	Total to 2020/21
70	South East Bradford Access Road	LGFLEE62	£46,310,000	£1,304,000	Green/Amber	£0	£0	£25,259	£118,481	£120,653	£3,328	£117,325	£120,653	Amber	£297,572	£561,965
	South East Bradford Access Road (Combined Authority)	LGFLEE62	£0	£0	N/A	£0	£0	£30,782	£-114,538	£0	£0	£88,131	£88,131	N/A	£0	£-83,756
	Thorpe Park Station	LGFLEE78	£10,060,000	£500,000	Amber	£0	£3,382	£184,675	£99,105	£0	£0	£0	£0	Amber	£1,105,672	£1,392,834
	Transformational - A1620 Leeds Northern Outer Ring Road Improvements	N/A	£392,500	£392,500	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Transformational - LCR Inclusive Growth Corridor Plans	LGFLEE149	£7,000,000	£2,395,000	Amber	£0	£0	£0	£579,815	£0	£0	£1,526,598	£1,526,598	Green/Amber	£0	£579,815
	Transformational - NE Calderdale Transformational Programme Study	LGFLEE148	£400,000	£400,000	Amber	£0	£0	£0	£173,800	£194,536	£16,436	£209,764	£226,200	Green	£0	£368,336
	Transformational - North Kirklees Orbital Route Feasibility Study	LGFLEE117	£248,000	£248,000	Green/Amber	£0	£0	£0	£130,912	£45,500	£24,196	£92,892	£117,088	Green/Amber	£0	£176,412
	Transformational - North Kirklees Orbital Route Feasibility Study (Combined Authority)	LGFLEE117	£250,000	£248,000	N/A	£0	£0	£9,588	£0	£0	£0	£0	£0	N/A	£0	£9,588
	Transformational - South Featherstone Link Road Feasibility Study	LGFLEE116	£284,000	£284,000	Green	£0	£0	£40,689	£90,489	£46,152	£7,812	£125,985	£133,797	Green	£19,025	£196,355
	Transformational - South Featherstone Link Road Feasibility Study (Combined Authority)	LGFLEE116	£0	£0	N/A	£0	£0	£31,781	£-9,011	£0	£0	£0	£0	N/A	£0	£22,770
	Transformational - York Northern Outer Ring Road Dualling Feasibility Study	LGFLEE118	£295,000	£295,000	Green	£0	£0	£10,000	£260,958	£0	£16,320	£7,722	£24,042	Green	£0	£270,958
	Wakefield City Centre Package (Phase 1) - Kirkgate	LGFLEE28	£5,556,000	£5,556,000	Green	£73,878	£76,972	£3,647,458	£1,701,477	£0	£9,479	£20,735	£30,214	Green	£0	£5,525,786
	Wakefield City Centre Package (Phase 1) - Kirkgate (Combined Authority)	LGFLEE28	£0	£0	N/A	£-73,878	£0	£99,878	£0	£0	£0	£0	£0	N/A	£0	£0
	Wakefield City Centre Package (Phase 2) - Ings Road	LGFLEE83	£3,452,000	£270,000	Green/Amber	£0	£0	£27,437	£37,216	£287,000	£9,454	£370,218	£379,672	Green/Amber	£1,501,619	£1,853,272
	Wakefield City Centre Package (Phase 2) - Ings Road (Combined Authority)	LGFLEE83	£0	£0	N/A	£0	£0	£2,942	£0	£0	£0	£0	£0	N/A	£0	£2,942
	Wakefield Eastern Relief Road	LGFLEE09	£37,593,000	£37,593,000	Green/Amber	£15,284,765	£14,435,236	£3,239,685	£648,716	£0	£5,058	£50,000	£55,058	Green	£1,630,540	£37,537,942
	Wakefield Eastern Relief Road (Combined Authority)	LGFLEE09	£0	£0	N/A	£0	£0	£2,299,000	£0	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Integrated UTMC	LGFLEE53	£450,000	£450,000	Amber	£0	£29,011	£78,817	£138,995	£173,177	£30,072	£73,105	£103,177	Green	£70,000	£520,000
	West Yorkshire Integrated UTMC (Combined Authority)	LGFLEE53	£0	£0	N/A	£0	£-19,970	£70,231	£-20,261	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Integrated UTMC (Phase A) - Bradford	N/A	£632,157	£632,157	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Integrated UTMC (Phase A) - Calderdale	N/A	£351,424	£351,424	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Integrated UTMC (Phase A) - Kirklees	LGFLEE53	£586,954	£586,954	N/A	£0	£0	£0	£23,235	£0	£0	£0	£0	N/A	£0	£23,235
	West Yorkshire Integrated UTMC (Phase A) - Leeds	N/A	£1,513,539	£1,513,539	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Integrated UTMC (Phase A) - Wakefield	N/A	£759,804	£759,804	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	West Yorkshire Plus Transport Fund Delivery	LGFLEE130	£0	£0	N/A	£1,654,577	£1,652,280	£-870,902	£507,446	£0	£0	£0	£0	N/A	£0	£2,943,401
	York Central Access Road and Station Access Improvements	LGFLEE107	£37,320,000	£3,280,000	Green/Amber	£0	£0	£413,137	£1,581,664	£2,910,000	£103,065	£2,806,935	£2,910,000	Green/Amber	£10,000,000	£14,904,801
	York Northern Outer Ring Road	LGFLEE108	£2,450,000	£2,450,000	Green	£0	£0	£824,892	£1,179,952	£445,156	£140,149	£305,007	£445,156	Green	£0	£2,450,000
	York Northern Outer Ring Road - Phase 1 (Wetherby Road)	LGFLEE135	£3,599,264	£3,599,264	Green	£0	£0	£3,000,000	£528,264	£71,000	£0	£71,000	£71,000	Green	£0	£3,599,264
	York Northern Outer Ring Road - Phase 2 (Monks Cross)	LGFLEE146	£3,585,000	£3,585,000	Green/Amber	£0	£0	£0	£43,501	£1,842,942	£61,261	£2,338,678	£2,399,939	Green	£47,401	£1,933,844
	York Northern Outer Ring Road - Phase 2 (Monks Cross) (Combined Authority)	LGFLEE146	£0	£0	N/A	£0	£0	£0	£2,356,499	£0	£-61,261	£2,356,499	£2,295,238	N/A	£0	£2,356,499
	York Northern Outer Ring Road - Phase 3	LGFLEE147	£28,645,736	£0	N/A	£0	£0	£0	£0	£2,534,118	£0	£2,500,000	£2,500,000	N/A	£12,500,000	£15,034,118
	WYTF Borrowing	LGFLEE124													£-55,739,325	£-55,739,325
	Priority 4b - Balance of Funding	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Priority 4b - Over-programming	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
Priority 4b - West Yorkshire + Transport Fund Total *			£984,554,863	£186,354,092	£0	£18,552,414	£27,532,490	£40,862,891	£42,400,658	£75,278,974	£2,435,442	£71,775,817	£74,211,258		£75,168,664	£280,900,000
Priority 4c - Economic Resilience Programme	Flood Alleviation - Kirklees	N/A	£0	£0	Green/Amber	£0	£0	£0	£0	£0	£0	£0	£0	Green/Amber	£0	£0
	Flood Alleviation - Leeds	LGFLEE46	£3,786,981	£3,786,981	Green	£0	£3,786,981	£0	£0	£0	£0	£0	£0	Green	£0	£3,786,981
	Flood Alleviation - Mytholmroyd	LGFLEE45	£2,500,000	£2,500,000	Green/Amber	£0	£2,500,000	£0	£0	£0	£0	£0	£0	Green	£0	£2,500,000
	Flood Alleviation - Skipton	LGFLEE47	£1,500,000	£1,500,000	Green	£0	£1,500,000	£0	£0	£0	£0	£0	£0	Green	£0	£1,500,000
	Flood Alleviation - Wyke Beck	LGFLEE134	£2,558,000	£2,558,000	Green	£0	£0	£317,652	£1,400,216	£840,132	£365,738	£474,394	£840,132	Green	£0	£2,558,000
	Leeds City Region Flood Resilience Programme	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Natural Flood Management - Colne and Calder	LGFLEE139	£1,299,107	£1,299,107	Green	£0	£0	£0	£147,562	£656,899	£17,749	£639,151	£656,899	Green	£494,646	£1,299,107
	Natural Flood Management - Upper Aire	LGFLEE140	£388,000	£388,000	Green	£0	£0	£0	£0	£201,000	£26,830	£174,170	£201,000	Green	£187,000	£388,000
	Priority 4c - Balance of Funding	LGFLEE126	£0	£0	N/A	£0	£0	£0	£0	£2,301,969	£0	£2,949,019	£2,949,019	N/A	£3,499,878	£5,801,847
Priority 4c - Economic Resilience Programme Total *			£12,032,088	£12,032,088		£0	£7,786,981	£317,652	£1,547,778	£4,000,000	£410,316	£4,236,734	£4,647,050		£4,181,524	£17,833,935
Priority 4d - Enterprise Zone Development	EZ - Bradford - Gain Lane	N/A	£9,877,000	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Bradford - Parry Lane	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Bradford - Staithegate Lane	LGFLEE122	£85,230	£85,230	N/A	£0	£0	£0	£0	£85,230	£0	£0	£0	N/A	£0	£85,230
	EZ - Calderdale - Clifton Business Park	LGFLEE122	£200,000	£200,000	Amber	£0	£0	£0	£135,563	£200,000	£63,926	£511	£64,437	Amber	£0	£335,563
	EZ - Kirklees - Lindley Moor East	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Kirklees - Lindley Moor West	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Kirklees - Moor Park	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Leeds - Aire Valley	LGFLEE123	£4,588,590	£4,588,590	Green/Amber	£0	£0	£0	£4,370,086	£218,504	£0	£218,504	£218,504	Green/Amber	£0	£4,588,590
	EZ - Programme	LGFLEE122	£30,188,180	£1,532,770	Amber/Red	£0	£0	£0	£247,495	£3,348,862	£7,000	£2,960,366	£2,967,366	Amber	£15,000,000	£18,596,357
	EZ - Wakefield - Langthwaite Business Park Extension	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	EZ - Wakefield - South Kirkby Business Park	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£0	£0
	Priority 4d - Over-programming	N/A	£0	£0	N/A	£0	£0	£0	£0	£0	£0	£0	£0	N/A	£-3,003,451	£-3,003,451
Priority 4d - Enterprise Zone Development Total *			£44,939,000	£6,406,590		£0	£0	£0	£4,753,144	£3,852,596	£70,926	£3,724,213	£3,250,307		£11,996,549	£20,602,289

SEP Priority	Project Name	Gov't Ref	Indicative Funding	Full Funding Approval	Overall RAG	Actual Spend 2015/16	Actual Spend 2016/17	Actual Spend 2017/18	Actual Spend 2018/19	Agreed Annual Forecast 2019/20	2019/20 Actual	2019/20 Forecast	2019/20 Actual and Forecast	In Year RAG	2020/21 Forecast	Total to 2020/21
Priority 4e - Transport	CityConnect Phase 3 West Yorkshire Combined Authority	LGFLEE150	£12,053,000	£695,000	Green/Amber	£0	£0	£0	£208	£774,315	£13,414	£78,792	£78,792	Green/Amber	£20,000	£794,523
	Leeds Inland Port	LGFLEE156	£3,170,000	£0	N/A	£0	£0	£0	£0	£1,077,000	£0	£0	£0	N/A	£0	£1,077,000
Priority 4e - Transport Total *			£17,994,000	£125,000		£0	£0	£0	£208	£1,851,315	£13,414	£78,792	£78,792		£20,000	£1,871,523
Grand Total *			£1,287,447,404	£400,623,629		£36,979,075	£84,745,759	£90,532,441	£91,799,121	£105,434,327	£4,375,575	£96,341,730	£104,459,059		£105,755,508	£516,364,386

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Growth Deal Dashboard

LEP Name Leeds City Region LEP

This Quarter: Q1_1920



Deliverables Progress								
	This Quarter	15-17	17-18	18-19	Financial Year			Total
Housing					19-20	20-21	21-25	
Houses Completed	0	0	254	92	0	0	-	346
Forecast for year	213	0	254	92	213	889	1,169	2,617
Progress towards forecast	0%	-	100%	100%	0%	0%	-	13%
Jobs								
Jobs Created	1,416	2,604	24,315	1,594	1,416	0	-	29,928
Apprenticeships Created*	22	18	23	88	22	0	-	151
Jobs including Apprenticeships	1,438	2,622	24,338	1,682	1,438	0	-	30,079
Forecast for year	2,221	2,622	24,338	1,683	2,221	3,822	4,874	39,560
Progress towards forecast	65%	100%	100%	100%	65%	0%	0%	76%
* Apprenticeships included within jobs totals prior to 2017								
Skills								
Area of new or improved floorspace (m2)	5,200	29,467	17,038	4,486	5,200	0	-	56,191
Forecast for year	21,198	29,467	17,038	4,486	21,198	3,600	0	75,789
Progress towards forecast	25%	100%	100%	100%	25%	0%	-	74%
Number of New Learners Assisted	0	0	0	0	0	0	-	0
Forecast for year	315	0	0	0	315	907	3,244	4,466
Progress towards forecast	0%	-	-	-	0%	0%	-	0%
Transport								
Length of Road Resurfaced	0	0	0	3	0	0	-	3
Length of Newly Built Road	0	0	8	0	0	0	-	8
Length New Cycle Ways	0	0	0	19	0	0	-	19

Project RAG Ratings				
Project Name	Previous Quarter Q4_1819	This Quarter Q1_1920	Project Name	This Quarter Q1_1920
Business Growth Programme	G	G	Bradford Odeon	AG
Shipley College Mill	G	G	Forge Lane, Kirkstiles	N/A
Leeds City College Printworks	G	G	Wakefield Civic Quarter	G
Calderdale College	G	G	Kirkstiles College Learning Village	A
Kirkstiles College	G	G	York Guildhall	AR
Resource Efficiency Fund	AR	AR	Leeds City College Quarry Hill	AR
Energy Accelerator	AR	AR	WYCA Delivery Costs	AR
Wakefield Eastern Relief Road	G	AG	Mytholmroyd Flood Alleviation (GD3)	AG
East Leeds Housing Growth - Red Hall	G	G	Leeds Flood Alleviation Scheme	G
East Leeds, Brownfield Sites	AG	AG	Skipton Flood Alleviation Scheme	G
Halifax Town Centre (Northgate House)	A	A	South Elmsall Rail Car Parking Extension	G
York Central	G	G	Rail Parking Programme - Fitzwilliam	G
One City Park, Bradford	A	G	Rail Parking Package - Hebden Bridge	AR
Barnsley Town Centre	G	G	Leeds Station Gateway - New station Street	AG
Kirkstiles Housing sites	AG	AG	Leeds ELOR and North Leeds Outer Ring Road	A
Bath Road, Leeds	A	A	UTMC (formerly HNEP)	A
Aire Valley Park and Ride	AG	AG	Rail Parking Package - Mytholmroyd	A
Wakefield College	G	G	Rail Parking Package - Shipley	A
Selby College	G	G	Rail Parking Package - Steeton and Silsden	AG
Shipley College Salt Building	G	G	Rail Parking Package - Mirfield	G
Bradford College	G	G	Rail Parking Package - Normanton	A
A629 Phase 1a	AG	AG	Bradford Interchange Station Gateway	AR
A629 Phase 2	AR	AR	Bradford FS Station Gateway	G
Wakefield Phase 1 Kirkgate	G	G	A650 Tong Street	AG
Access to Capital Grants Programme	G	G	SE Bradford Access Rd	A
Huddersfield Incubation & Innovation Programme	G	G	Bradford to Shipley Corridor	AG
Leeds University Innovation Centre	AG	AG	A650 Hard Ings Road - Phase 1: Hard Ings Road	G
Leeds College of Building	AG	G	Harrogate Road / New Line	G
Leeds District Heat Network	G	G	Halifax Station Gateway	A
Tackling Fuel Poverty (Phases 1,2,3 & 4)	G	G	A641 Bradford - Huddersfield Corridor	A
			A629 Phase 1b: Elland Wood Bottom to Jubilee R	A
			A629 Phase 4: Ainley Top	AG
			Huddersfield Station Gateway Phase 1	G
			A653 Leeds to Dewsbury Corridor (M2D2L)	A
			M62 Junction 24a	AR
			A629 Phase 5 - Ainley Top into Huddersfield	G
			A62 and A644 Corridors incorporating Cooper br	AR
			Leeds Station Gateway - Yorkshire Hub	AG
			Thorpe Park Station	A
			A65-LBIA Link Road	R
			A6110 Leeds Outer Ring Rd	AG
			Leeds City Centre Network and Interchange Pack	A
			Castleford Station Gateway	AG
			Wakefield City Centre Package Phase 2 Ings Roa	AG
			Glasshoughton Southern Link Road	G
			Castleford Growth Corridor Scheme	AR
			CIP - Phase 1 - Leeds Fink Hill	A
			CIP - Phase 1 - Leeds Dyneley Arms	AG
			CIP - Phase 1 - Leeds Dawsons Corner	AG
			CIP - Phase 1 - Kirkstiles Holmfirth Town Centre	A
			CIP - Phase 1 - Kirkstiles Huddersfield Southern G	AG
			CIP - Phase 1 - Kirkstiles A62 Smart Corridor	AG
			CIP - Phase 1 - Calderdale A58/A672 Corridor	AG
			CIP - Phase 1 - Calderdale A646/A6033 Corridor	AG
			CIP - Phase 1 - Bradford A6177 ORR/Toller Lane	A
			CIP - Phase 1 - Bradford A6177 ORR/Great Horte	G
			CIP - Phase 1 - Wakefield A650 Newton Bar	AG
			Rail Park and Ride (Phase 1) Programme	C
			Rail Parking Package - Knottingley	AR
			Rail Park and Ride (Phase 2) Programme	A

Growth Deal Performance

G

Area lead comments

Financial Progress

LGF Award		2015-16	2016-17	17-18	18-19	19-20	20-21	Total
		£68,266,303	£127,657,838	£72,228,329	£74,349,287	£73,510,320	£100,338,062	£516,350,138
LGF Outturn	This Quarter							
Actual	£ 4,375,575		£ 122,828,742	£ 90,532,441	£ 91,799,121	£ 4,375,575	£ -	£ 309,535,879
Forecast for year	£ 105,434,327		£ 122,828,742	£ 90,532,441	£ 91,799,121	£ 105,434,327	£ 105,755,508	£ 516,350,138
Progress towards forecast	4%		100%	100%	100%	4%	0%	60%
LGF Expenditure								
Actual	£ 7,207,504		£ 112,974,336	£ 82,284,182	£ 94,889,903	£ 7,207,504	£ -	£ 297,355,925
Forecast for year	£ 105,434,327		£ 112,974,336	£ 82,284,182	£ 94,889,903	£ 105,434,327	£ 120,767,391	£ 516,350,138
Progress towards forecast	7%		100%	100%	100%	7%	0%	58%
Non-LGF Expenditure								
Actual	£ 45,582,064		£ 172,939,958	£ 169,338,604	£ 138,934,700	£ 45,582,064	£ -	£ 526,795,327
Forecast for year	£ 256,141,155		£ 172,939,958	£ 169,462,068	£ 138,965,935	£ 256,141,155	£ 120,028,554	£ 857,537,671
Progress towards forecast	18%		100%	100%	100%	18%	0%	61%
Total LGF + non-LGF Expenditure								
Actual	£ 52,789,568		£ 285,914,294	£ 251,622,787	£ 233,824,603	£ 52,789,568	£ -	£ 824,151,252
Forecast for year	£ 361,575,482		£ 285,914,294	£ 251,746,250	£ 233,855,838	£ 361,575,482	£ 240,795,945	£ 1,373,887,809
Progress towards forecast	15%		+100%	+100%	+100%	+15%	+0%	60%

Contractual Commitments (manual entry)

	15-17	17-18	18-19	19-20	20-21	Total
Forecast						
Actual	£ 204,547,946	£ 102,967,879	£ 58,580,817	£ 125,000,000	£ 25,253,358	£ 516,350,000
Variance	+0%	+0%	+0%	-95%	-100%	-28%

Commentary

Note:

- There is no space on the table on the 'Forecasts' tab for the inclusion of transport outputs
- At Q1, the output (including match) forecasts have now been updated with more realistic figures provided by the schemes.
- The above match funding forecast does not include figures for post 2021.

Section 151 Officer Approved

Name

Signature

Date

LEP Chair Approved

Name

Signature

Date

Growth Deal Dashboard

Rail Park & Ride (Phase 2) - Apperley Bridge	AG	AG
Rail Park & Ride (Phase 2) - Guiseley	R	AR
Rail Park & Ride (Phase 2) - Moorthorpe	G	AG
Rail Park & Ride (Phase 2) - Outwood	AG	AG
Calder Valley Line Elland Station	AG	AG
York Central Access	G	G
York Northern Outer Ring Road	G	G
Corridor Improvement Programme (formerly HEB)	AG	G
South Featherstone Link Rd - Feasibility Study	G	G
Kirklees - North Kirklees Orbital Route - Feasibilit	AG	AG
York Northern Outer Ring Road Dualling- Feasibilit	G	G
New Bolton Woods	G	G
Strategic Inward Investment Fund	A	A
Digital Sector Soft Landing Scheme	A	A
Leeds City Region M62 Enterprise Zone sites	AR	AR
Leeds Aire Valley Enterprise Zone	AG	AG
WYTF Borrowing	N/A	N/A
Bradford Interchange Station Gateway - Phase 2	G	G
Calder Valley Line Enhancements	N/A	N/A
WYCA Growth Deal Management & Monitoring W	N/A	N/A
Corridor Improvement Programme (Phase 2)	N/A	N/A
Corridor Improvement Programme (Phase 3)	N/A	N/A
Wyke Beck Valley Flood Alleviation	G	G
York Northern Outer Ring Road - Phase 1 (Wethr	AG	AG
CIP - Phase 1 - Wakefield Owl Lane	G	AG
CIP - Phase 1 - Bradford A6177 Great Horton Ro.	AG	AG
Beech Hill, Halifax	AG	AG
Natural Flood Management - Coine & Calder	G	G
Natural Flood Management - Upper Aire	G	G
Rail Parking Package - Garforth	A	AG
Priority 4a Pipeline	N/A	N/A
Priority 4b Pipeline	N/A	N/A
Priority 4c Pipeline	N/A	N/A
Dewsbury Riverside	A	A
York Northern Outer Ring Road - Phase 2 (Monks	A	A
York Northern Outer Ring Road - Phase 3	A	A
Transformational - NE Calderdale Transformation	G	G
Transformational - LCR Inclusive Growth Corridor	G	A

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Advanced Urban Transit Technologies – Market Testing**

Director: Alan Reiss, Director of Policy, Strategy & Communications

Author(s): Tom Gifford

1. Purpose of this report

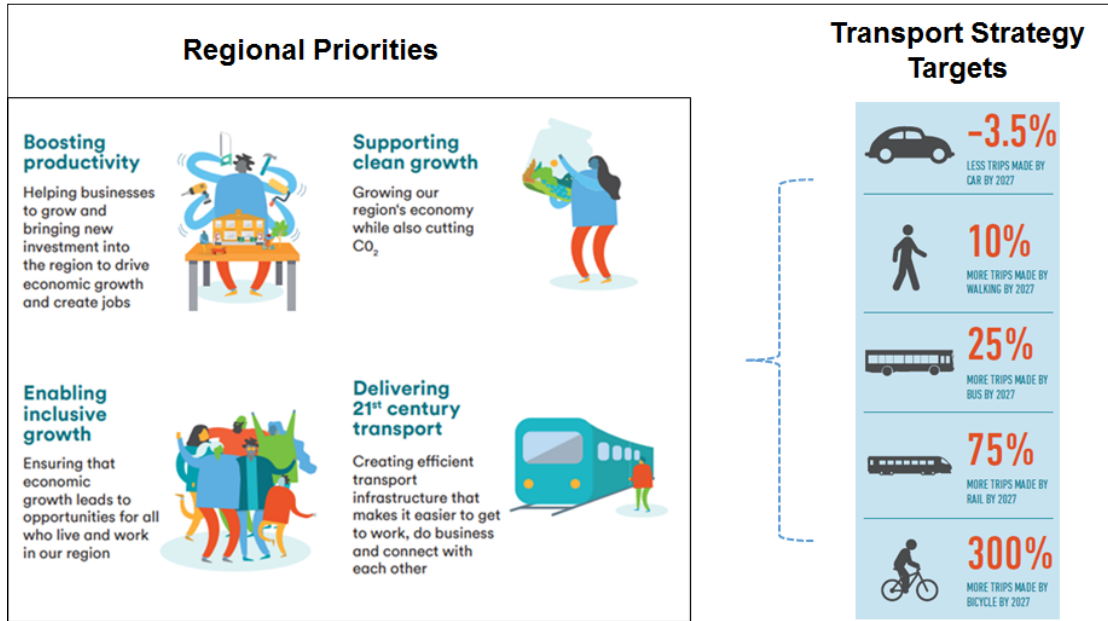
- 1.1. To provide LEP Board with a progress update on the development of the Leeds City Region connectivity strategy/plan, which is central to contributing to the Combined Authority's core aims of enabling inclusive growth, boosting productivity, delivering 21st century transport and enabling clean growth.
- 1.2. To provide LEP Board with a summary of the Advanced Urban Transit Technologies, Market Testing / Call for Evidence, which is an important next step in the development of the wider Connectivity Strategy.

2. Information

Background

- 2.1. The Combined Authority has four strategic priorities as illustrated in Figure 1 and to achieve these from a transport perspective, we have a series of interim targets for the transport system, which focus on delivering on increasing sustainable and active public transport modes and reducing car trips.
- 2.2. To support achieving these ambitions, the LEP have previously endorsed work to develop a detailed plan for improving the connectivity between our key places, which will provide a new spatial pipeline for transport interventions across the region up to 2040 to meet our targets and priorities.
- 2.3. The connectivity plan is set in the context of the Combined Authority's adopted West Yorkshire Transport Strategy 2040 and focusses on West Yorkshire, but also talks to both the Leeds City Region and Transport for the North agendas. A key output from this work will illustrate, spatially, the strategic transport interventions necessary within the region to help meet the regional priorities and transport modal targets set out in Figure 1.

Figure 1: Leeds City Region Priorities



- 2.4. The Combined Authority's formal declaration of a climate emergency, alongside those of the partner councils, and call for urgent collaborative action to tackle emissions can also be expected to influence the type of transport investments that will be delivered by the Combined Authority and partners in futures. Following a series of sector workshops held in the summer which included transport, the Combined Authority is now developing its understanding of a carbon budget for the region and the pathway for changes to transport systems to deliver zero-carbon targets which will shape the Connectivity Strategy.
- 2.5. The Connectivity Plan will bring together and integrate the inputs from a range of workstreams, which include the Leeds City Region HS2 Growth Strategy, Local Cycling and Walking Investment Plans, the West Yorkshire District Bus Network Reviews, the Future Mobility Strategy and Transforming Cities Fund Future Mobility Zone Bids as well as the Leeds City Region Long Term Rail Strategy.
- 2.6. The National Infrastructure Commission are providing expert challenge to help the Combined Authority develop the new connectivity plan, which will inform funding asks to government for transport improvements in the city region.
- 2.7. It is anticipated that the first draft of the Connectivity Plan and long term investment programme, collecting together all of the inputs from the Inclusive Growth Corridor studies and the aligned work streams, will be ready to share early in 2020.
- 2.8. To support the development of the connectivity plan and pipeline investment programme, LEP Board considered a report in January 2019 which opened a conversation about how Mass/Urban Transit could play a role in meeting the future needs of the region through supporting our aims of raising productivity,

delivering inclusive growth, and addressing the climate emergency through clean growth, all of which are underpinned by a 21st Century transport system.

- 2.9. Since this time, work focusing on preliminary/early stage development to support production of an Urban Transit Strategic Outline Business Case has commenced which will be informed by the 'Advanced Urban Transit Technologies Market Testing'.
- 2.10. Mass Transit would help to spread the benefits of High Speed 2, Northern Powerhouse Rail and Trans Pennine Rail Route Upgrade, and integrate with the wider public transport offer to provide the local connectivity / capacity necessary to support the region's key growth areas.
- 2.11. The need for a Mass/Urban Transit system for Leeds City Region has also been raised by the Secretary of State for International Trade and the Prime Minister over recent months.

Advanced Urban Transit Technologies: Market Testing / Call for Evidence

- 2.12. The purpose of the Market Testing is to establish the views of industry about how transit technologies are anticipated to change by the late 2020s/early 2030s.
- 2.13. The Market Testing will shape the scope, scale and deliverability of the potential technologies available, at the early stages of development. The feedback received will help the Authority develop/design an 'advanced urban transit system' which is 'best in class', to ensure the system meets our priorities of raising productivity, delivering clean and inclusive growth and delivering a 21st century transport system.
- 2.14. The Market Testing is a key milestone in ensuring the private sector is influencing from the earliest stages the design and scope of any transit scheme in our region. When LEP Board met and discussed Mass/Urban Transit at the January 2019 meeting, board members were keen to continue to be engaged with this work due to the transformational economic impact which schemes in this space have delivered elsewhere. LEP Board also highlighted the need to accelerate work in this area for our region.
- 2.15. The Market Testing Prospectus poses a range of discussion questions, which reflects the feedback received from the January LEP Board meeting. Questions which the Prospectus raise which LEP Board might be particularly interested include:
 - Whether new Urban Transit systems should be designed for autonomous vehicle operation?
 - The skills programmes which are required to be in place to maximise the opportunity around development and delivery of an Urban Transit system?

- The prospects of delivering a zero emission system (such as Hydrogen or Battery power operation) to help address climate change?
 - The opportunities for inward investment and the scale of Urban Transit system which would be required in Leeds City Region for a manufacturer to set up a new assembly/manufacturing base for Urban Transit vehicles in this region?
- 2.16. All the Market Testing materials are available online: <https://www.westyorks-ca.gov.uk/urban-transit/>. The website includes a Prospectus document which provides details around the discussion questions, process and timescales.
- 2.17. The Advanced Urban Transit Technologies Market Testing is being undertaken in partnership with Universities of Leeds and Huddersfield (who are experts in this field). It is targeted towards all promoters, manufacturers, suppliers, constructors, engineers, system developers and operators of 'Urban Transit' systems from across the world.
- 2.18. With the Market Testing now open, there is the opportunity for LEP Board members to communicate and discuss the Market Testing with their industry partners to ensure it has the widest reach possible.
- 2.19. The Market Testing commenced on 23 August 2019. The prospectus which is available online sets out that stakeholders/industry now need to notify the Combined Authority of their intent to take part by emailing the following address (urbantransit@westyorks-ca.gov.uk) by 31 October 2019 at the latest.
- 2.20. The Market Testing is being undertaken through a formal procurement process called a Prior Invitation Notice (PIN). This ensures a level playing field for all suppliers. However, the Market Testing should not be viewed as a procurement; it is an opportunity for the Authority and its partners to talk with industry to develop and design an Advanced Urban Transit system.
- 2.21. Feedback from the Market Testing will be brought to a future LEP Board meeting.

3. Financial Implications

- 3.1 None as a result of this report.

4. Legal Implications

- 4.1 None as a result of this report

5. Staffing Implications

- 5.1 None as a result of this report.

6. External Consultees

- 6.1 No external consultations have been undertaken

7. Recommendations

- 7.1 That LEP Board note the progress with development of the Leeds City Region connectivity plan and pipeline of interventions.
- 7.2 That LEP Board note the Advanced Urban Transit Technologies, Market Testing, which is an important next step in the development of the wider Connectivity Strategy, and provide feedback.

8. Background Documents

- 8.1 Advanced Urban Transit Technologies: Market Testing / Call for Evidence
<https://www.westyorks-ca.gov.uk/urban-transit/>

9. Appendices

None

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Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Brexit**

Director: Alan Reiss, Director Policy, Strategy & Communications
Henry Rigg, Interim Executive Head of Economic Services

Author(s): Alex Clarke

1. Purpose of this report

- 1.1 To provide an update to the Leeds City Region Enterprise Partnership (LEP) Board on the organisational preparation being undertaken by the West Yorkshire Combined Authority (the Combined Authority) and Leeds City Region Local Enterprise Partnership (LEP) as the UK prepares to leave the European Union, in particular the stepping up of activity ahead of 31 October. Given the fast moving nature of this work, a further verbal update may be provided at the LEP Board meeting.

2. Information

- 2.1 The Combined Authority and LEP continue to support the city region in preparing for Brexit. In particular, the LEP is playing a proactive role in providing business support to the city region's business base as they plan for the opportunities and challenges they may have as a result. Over the last 12 months or more, the Combined Authority has undertaken a significant number of activities:
- Gathering intelligence, providing updates to BEIS, DIT and MHCLG either directly or through local authority networks, as well as monitoring the local economic performance through a tailored Brexit monitor report
 - Produced web content for the LEP website to signpost businesses to various sources of information and support related to Brexit – including a dedicated mini-hub
 - Received LEP Board approval to a number of potential business support products that could be enacted should there be a non-negotiated exit from the EU (Brexit Transition Grant Scheme, Capital Grants Programme, Advice Service, Exporting for Growth Scheme extension)
 - New skills (re:boot and employment hub) and business support (investor readiness and business resilience) programmes launched with particular consideration given to responding to Brexit issues

- Direct engagement with businesses on trade and investment issues, through in particular the investor development team and Exports for Growth programme, and individual workshops in cooperation with HMRC and others
 - Requested to BEIS for flexibility (if required) to Growth deal funding to support Brexit interventions.
 - Engaging with Government to influence the design, structure and quantum of the Shared Prosperity Fund (UKSPF), and preparing to respond to the Green Paper consultation once published
 - Monitoring key schemes in the Combined Authority's programme delivery to identify any risks and mitigate as needed
 - Engaging with transport providers in the region to understand their planning and areas of concern regarding Brexit.
 - Exploring how procurement may operate in the future, outside of OJEU processes, and the requirements on state aid.
 - Communicating with staff who may be affected by the European Settlement Scheme and offering proactive support
- 2.2 With 31 October the next substantive deadline for UK-EU negotiations to be concluded, it is recognised across all stakeholders that a stepping up of activity has been required, and at the moment this should continue to include necessary preparations for a non-negotiated exit.
- 2.3 This collective stepping up of activity includes close cooperation with the work of individual and collective West Yorkshire local authorities and at the Yorkshire and Humber level, including contributing to resilience forums, talking to transport providers and meeting as business support providers to align activity aimed at the city region's business base. In addition, as noted in the Business, Innovation and Growth Panel report (item 5a, paragraph 2.2), the LEP Growth Service, following a request from Government, is coordinating Brexit business preparation activities and intelligence gathering across the Yorkshire and Humber Region. This is in addition to ongoing engagement with central Government departments about further national campaigns, programmes and interventions as they affect the Leeds City Region.
- 2.4 As well as these collaborations, the Combined Authority and LEP continue to prepare all internal services for the potential opportunities and impacts of the UK leaving the European Union, utilising intelligence to determine the best response, and has established a working group to implement an action plan for immediate and medium term activity depending on the trajectory to 31 October. The group meets on a fortnightly basis, with the Combined Authority's Senior Leadership Team providing strategic oversight. The next two sections of this report detail the two central elements of this work, the Brexit impact assessment and the Brexit action plan.

Brexit impact assessment work

- 2.5 As part of stepping up preparations for Brexit, the Combined Authority has been undertaking assessment work of the impact of Brexit in the region. This is not intended to duplicate work that has taken place at the national level or

individual local authority work, but to compliment and add value by utilising sources such as the Leeds City Region business survey. There is strong evidence to say that the economy is already showing signs of the implications of Brexit (as reported previously in regular economic updates to the Combined Authority and LEP Board), but in attempting to look forward it is accepted by most commentators that the impact will be significantly different depending on whether there is a negotiated deal and transition period or a non-negotiated exit. Therefore conclusions of the assessment work have looked as far as possible to consider both scenarios, drawing out a number of recommendations to guide further work:

Conclusion	Recommendation
That the LEP has already begun to put in place support that can assist businesses looking to succeed in the current environment, and is ready to implement further programmes as necessary in a no deal scenario	That preparatory work is done so that the organisation is ready to deliver further programmes as necessary in a no deal scenario
That we are already experiencing the effects of Brexit on the economy, even while the final conclusion remains uncertain	To make sure that we are responding to those effects appropriately, through our ongoing inclusive growth, business support and trade and investment activity, exploring opportunities where they are presented.
We have a comprehensive intelligence picture of Brexit preparations across businesses and the economy more widely. There are some specific gaps in our knowledge and interactions in relation to large indigenous businesses and more widely on the impact on households	To explore options for how intelligence gaps can be addressed, and decide which to fill; noting that there is variation across the region in the approach of local authorities in engaging with large local employers.
That although there are significant opportunities and challenges for businesses in the Leeds City Region, there are no major implications that are not also true for businesses across the UK	Continue to direct businesses to national advice and support, and not duplicate that support locally; noting we have already launched an online resource to provide advice to businesses, which is based on national advice
That in the current economic climate (and depending on the outcome of Brexit) it is more challenging to achieve the further investment across the city region that is required to drive productivity	Strengthen our strategic narrative for the Spending Review, devolution and Local Industrial Strategy, in order to make a more compelling case for investment to Government.

	<p>To influence the Shared Prosperity Fund to ensure the region can support programmes once European funding finishes.</p> <p>To redouble our efforts to increase inward investment in areas of the city region beyond Leeds.</p>
That while short term sterling depreciation has supported exporters, (depending on the outcome of Brexit) there are implications for the future of trade for city region businesses that will be particularly felt in supply chains	To continue to develop trade policy (including through the extended export for growth programme) that supports businesses to succeed, and assist businesses to have the right systems and permissions for trading in the future
That while the labour market has proven to be resilient to date, there are challenges in particular sectors to the supply of skilled workers	To focus on the supply of skilled workers into good jobs, looking at training and re-training in particular as routes to meeting demand (as well as potential new migration policies)

Brexit action plan

- 2.6 Utilising the impact assessment as a guide, the Combined Authority and LEP has developed a single focussed action plan for the period up to 31 October (and potentially beyond depending on developments). This planning needs to remain flexible to adapt to either a negotiated Brexit deal or a non-negotiated exit; as the support, particularly that businesses require, will differ.
- 2.7 The action plan is also being used to prioritise additional funding received in connection to Brexit, including the £182,000 of funding that has been received from the Ministry of Housing, Communities and Local Government to assist in Combined Authority Brexit preparations. In taking these spending decisions, there should be a conscious view that there may be further developments in the Brexit process which should be supported by this funding and that other programmes and assistance are needed at a national level.
- 2.8 The high level priorities of the action plan are:
- Ensuring that the organisation coordinates Brexit planning across all directorates
 - To continue to liaise with our local authority partners and others on understanding risk and sharing plans
 - Supporting businesses to be resilient and to exploit new opportunities
 - Ensuring that delivery of projects and services is not adversely affected, including investment into key schemes
 - Preparing the organisation for changes effecting how we operate (in a no deal or transition arrangement) in terms of GDPR, procurement, HR etc.

- Monitoring and modelling the potential impacts of Brexit and collecting qualitative evidence to influence policy and decisions
- Ensuring maximum benefit from remaining EU funding, influencing the ESIF national reserve funds and leading the region's input to the shaping of the UK Shared Prosperity Fund
- Providing appropriate communications as required in relation to Brexit matters

Next steps

2.9 It is important that the action of the Combined Authority and LEP aligns and complements both local authority and Government activity, as well as pushes Government departments to put in place necessary interventions and funding at the national level. In accelerating the work of the Combined Authority's Brexit action plan we are:

- **Utilising our communications channels to promote the Government's 'Get Ready' campaign** for business preparedness, promoting regional events and signposting to the Growth Hub for further support. We are enhancing the reach of our local campaign by seeking to appoint a digital marketing agency to book advertising and manage paid for social media. We are also scenario planning for communications depending on developments to ensure we provide clear and consistent messages to businesses and the public, including where to go for support and assistance. Further funding has been applied for from MHCLG to support this development.
- Working closely with local authority business support leads and through the Growth Manager functions (19 full time equivalents) to align engagement and activity with businesses around Brexit. **All of the Growth Managers are focussed on supporting businesses with Brexit preparation and response** in the coming weeks and months, which includes a detailed toolkit and a train-the-trainer programme. They will also be attending the government led Brexit Business Roadshow in Leeds on 4 October 2019, along with the Growth Service Gateway Team and the LEP's Key Account Management team.
- **Making sure any local no deal Brexit support programmes are ready to be operational** as soon as they are required and, should additional funding not be provided directly by government, confirming with BEIS the flexibility to utilise Growth Deal funding. This includes a new £2m Leeds City Region Brexit Business Support Scheme that will provide SMEs with bespoke professional advice and guidance on issues directly related to Brexit, such as accreditations, regulatory changes, contractual matters, financial and risk planning and workforce planning, and a possible finance product under development. External support has been engaged on developing these programmes as required, and accelerated decision making and delegations are being considered.
- **Gaining clear understanding of the Brexit business support interventions and funding that will be provided by central Government** in a no-deal scenario – in particular on cashflow (i.e. through HMRC's Time to Pay and Business Payment Support Service (BPSS)), expert trade, regulation and employment advice, business support hotline and any emergency assistance grants;

- **Building further intelligence** on the impact of Brexit on the region, including collating Yorkshire and Humber business intelligence as the lead Growth Hub for the wider region. As well as informing government, this intelligence will also be used to develop further support and interventions as required.
- **Identifying a small group of staff** who could be mobilised quickly in the event that we need a surge of resource to support on the impact of Brexit on businesses and individuals, and determining some potential areas of work (including synthesising data)
- Continue to support as required the work of the **West Yorkshire Resilience Forum** on Brexit matters in collaboration with local authorities, including joining weekly teleconferences and future exercises as required.

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 Leeds City Region Enterprise Partnership (LEP) Board note the update on the organisational preparation being undertaken by the West Yorkshire Combined Authority (the Combined Authority) and Leeds City Region Local Enterprise Partnership (LEP) as the UK prepares to leave the European Union, providing any comments for further activity.

8. Background Documents

None.

9. Appendices

None.

Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Economic Reporting and Brexit Assessment**

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

Author(s): James Hopton, Patrick Bowes

1 Purpose of this report

- 1.1 To provide the latest economic and business intelligence to the Board, in the context of the UK's upcoming exit from the European Union.

2 Information

- 2.1 This report presents recent global, national and local economic developments.

Appendix 1 presents the quarterly Leeds City Region Economic & Brexit Monitor for August 2019, which provides a summary of the latest national and international economic developments, before presenting a detailed look at the latest economic data for Leeds City Region with sections focused on business performance and trade, the labour market and housing, property and investment. Appendix 2 summarises the Monitor into a single page dashboard.

The 2019 Leeds City Region Business Survey has now been published. The now annual survey is a key source of information on business views and activity in the region. It provides insight on a range of topical issues such as Brexit, plugs evidence gaps on issues such as barriers to growth, skills and innovation and provides a deeper understanding of the climate in which businesses in Leeds City Region are operating.

The survey findings have been used to inform the development of projects and policies for the Growth Service and other areas of the organisation. The headlines are summarised in section 2.4 below. The survey report can be accessed via the LEP website:

<https://www.the-lep.com/media/2876/leeds-city-region-business-survey-2019.pdf>

Main national and international headlines

- 2.2 The main national and international headlines this quarter include:

- Global growth has been subdued in recent months as range of geopolitical tensions show signs of taking effect on investment, trade and demand, increasing fears of recession.
- UK GDP decreased by 0.2% in Q2 2019, the first quarterly contraction since 2012. Brexit-related stockpiling was a factor – this contributed to stronger than predicted growth in Q1 which tailed off thereafter. The UK employment rate picture remains strong however.
- Given these issues many forecasters have revised down their outlook with markets concerned about the risk of recession in some countries.

2.3 Leeds City Region economic headlines

For Leeds City Region, the latest headlines include:

- The City Region employment rate increased to 73.8% in Q1 2019 – the highest on record. There are 6,100 (0.4%) more people in work than the previous quarter – a faster increase than many other comparator LEPs.
- Businesses reported a slowdown in domestic and export activity in the Q2 Quarterly Economic Survey (QES) with the Chambers of Commerce, with many businesses holding stock following the Brexit preparations in Q1.
- The service sector exports net balance turned negative for the first time in a decade, signalling declining activity according to the QES.
- Yorkshire & Humber businesses exported goods worth £4.46bn in Q1 2019, a fall of 4.8% from the record high of Q4 2018 though exports remain higher than a year ago.
- The value of goods imported into the region increased by 5.5% between Q4 2018 and Q1 2019, significantly exceeding the 0.4% national increase.

2.4 Leeds City Region Business Survey, 2019

BMG Research were commissioned to carry out the survey of a representative sample of 2,000 businesses across Leeds City Region in early 2019. The key findings from the latest survey include:

- Business performance has held up compared to the last survey in 2017. Businesses are less confident about the coming year, however. This mirrors other business surveys showing less certainty for the year ahead.
- Generally speaking businesses report lower levels of investment than previous years, again confirming other survey findings. Despite this, investment in ICT infrastructure is increasing, emphasising the importance of Digital to our economy.

- Brexit has become the most frequently mentioned barrier to growth – mentioned by 17% of businesses in 2019, compared to 5% in 2017.
- 15% of businesses identified opportunities offered by Brexit, such as increased demand, less regulation and more domestic investment. 60% mention a risk, most commonly higher costs, general uncertainty/lack of confidence and losing customers/business.
- On balance, a third of businesses think Brexit will be detrimental to their business, up from 28% in 2017. The proportion seeing it as beneficial is largely unchanged at 11%.
- Whilst a quarter of businesses will consider moving premises in the next five years, the vast majority will look to stay within their local area or the wider region. Very few are considering moving overseas.
- Overall, satisfaction with the region as a place to do business is very high – 88% of businesses are either satisfied or very satisfied with their current location as a place to operate.

2.5 **Brexit commentary and assessment**

The slowdown seen in Q2 is an added layer of uncertainty for those businesses who have put in place provision for the initial Brexit deadline and who may face cash flow challenges, particularly when potentially faced with a similar set of circumstances in October. Implementing similar plans for a second time may pose practical and financial challenges for many businesses.

The devaluation of sterling coupled with increased demand for (and cost of) warehousing space, would suggest that the challenges posed by a second round of no deal planning could potentially prove more complex than the last.

Our work continues to monitor the impact Brexit is already having ahead of the exit date. This includes further additional monitoring via the Quarterly Economic Survey with the Chambers of Commerce in the run up to October. An update on any new intelligence from this work will be reported to the Board verbally.

Additionally, the Combined Authority has been undertaking work to assess the potential impact of Brexit in the region. The conclusions of this work are being used to form a series of recommendations to guide further work and develop an action plan ahead of the UK's exit. This is reported to the Board elsewhere on the agenda under the Brexit Update item.

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 implication directly arising from this report.

6. External Consultees

6.1 No external consultations have been undertaken.

7. Recommendations

7.1 The LEP Board is asked to note the analysis presented in the economic update and the Business Survey, and consider how this relates to the work of the LEP and its strategy.

8. Background Documents

8.1 None

9. Appendices

Appendix 1 – Leeds City Region Economic Update Report
Appendix 2 – Leeds City Region Economic Dashboard

ECONOMIC AND BREXIT MONITOR: LEEDS CITY REGION, AUGUST 2019

Key points at glance

This report presents the latest assessment of the Leeds City Region economy. It sets out recent national and international developments along with trends and forecasts for global growth. It considers in more detail the latest developments in Leeds City Region and the implications for the economy as the UK approaches its exit from the European Union.

National and international headlines

- Global growth has been subdued in recent months as a range of geopolitical tensions show signs of taking effect on investment, trade and demand, increasing fears of recession.
- UK GDP decreased by 0.2% in Q2 2019, the first quarterly contraction since 2012. The tailing off of Brexit-related stockpiling was a factor – this contributed to stronger than predicted growth in Q1 which tailed off thereafter. The UK employment rate picture remains strong however.
- The Eurozone economy grew by 0.2% in Q2 2019, half the growth rate recorded in Q1. GDP in Germany contracted by 0.1% in Q2, whilst US growth also slowed as the impact of trade tensions with China took effect in America, Europe and Asia.
- Given these issues many forecasters have revised down their outlook with markets concerned that recession may be possible in some countries in the near term.
- The IMF revised down its forecasts for the UK for this year and next. Both are 0.2% lower than its January forecasts, and both are predicated on the UK securing an orderly exit from the EU.
- The election of a new Prime Minister in the UK and the shortening time frame has increased the likelihood of the country leaving the EU without a deal at the end of October, according to the Institute of Government.
- As such, many businesses will likely be revisiting the contingency plans they had in place in February/March.

Key City Region and local developments

- The City Region employment rate increased from 73.4% in Q4 2018 to 73.8% in Q1 2019 – the highest on record. There are 6,100 (0.4%) more people in work than the previous quarter – a faster increase than many other comparator LEPs.
- Unemployment in the City Region fell by 1,700 (2.9%) last quarter.
- Businesses reported a slowdown in domestic and export activity in the Q2 Quarterly Economic Survey with the Chambers of Commerce, with many businesses holding stock following the Brexit preparations in Q1.
- The service sector exports net balance turned negative for the first time in a decade, signalling declining activity according to the QES.
- Yorkshire & Humber businesses exported goods worth £4.46bn in Q1 2019, a fall of 4.8% from the record high of Q4 2018 though exports remain higher than a year ago.
- The value of goods imported into the region increased by 5.5% between Q4 2018 and Q1 2019, to £9.56bn. This increase is significantly in excess of the 0.4% increase in national imports.
- House prices in Yorkshire and Humber increased by 0.9% in the year to June 2019, in line with the increase seen nationally.
- Sales volumes declined by 2.5% in Yorkshire in June 2019, compared to the same period last year. This is a relatively small decline compared to other regions, with national sales volumes down 7.2%.

Brexit implications and conclusions

- The global economy appears to be slowing and the risk of recession rising for major economies, and markets appear to be increasingly expectant of a downturn. The added challenges of Brexit are also contributing to the slowdown in the UK.
- This slowdown is an added layer of uncertainty for those businesses who have forward provisioned for the initial Brexit deadline and who may face cash flow challenges, particularly when faced with a similar set of circumstances ahead of the UK's prospective departure date in October. Implementing similar plans for a second time may pose practical and financial challenges for many businesses.
- The devaluation of sterling coupled with businesses reporting increased demand for (and therefore cost of) warehousing space, would suggest that the cash flow challenges posed by a second round of no deal planning could potentially prove more complex than the last.

These issues are explored in greater detail in the remainder of this document.

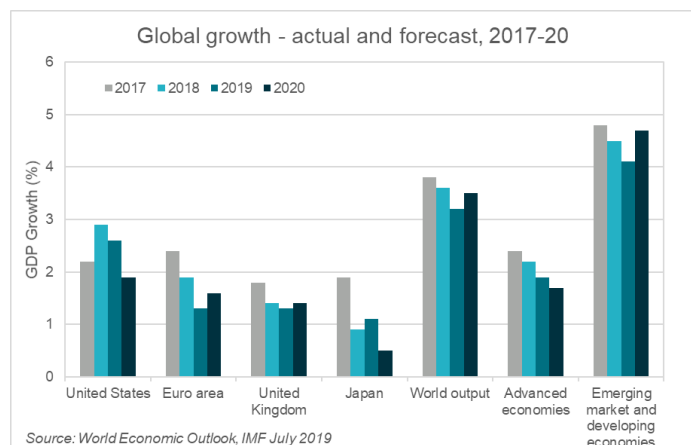
ECONOMIC AND BREXIT MONITOR: LEEDS CITY REGION, AUGUST 2019

Introduction

- This report presents the latest assessment of the Leeds City Region economy. It sets out recent global and national developments before considering in more detail the latest data for Leeds City Region and the implications for the economy as the UK approaches its exit from the European Union.
- New data available includes updated global economic forecasts from the IMF, whilst new official UK data is available on monthly GDP and the labour market for Q2 2019. There is also new official data on trade, inflation and retail activity and survey data on business sentiment.
- For Leeds City Region, the Quarterly Economic Survey with the Chambers of Commerce provides insight on business sentiment for Q2 2019. Labour market data from ONS for Q1 2019 and regional goods exports data from HMRC for the same period are also presented. Banksearch data on the number of new business bank accounts for Q2 2019 are also available.

Global economic and political developments

- Global growth has been subdued in recent months as a range of geopolitical tensions show signs of taking effect on investment, trade and demand, increasing fears of recession.
- The Eurozone economy grew by 0.2% in Q2 2019, half the growth rate recorded in Q1. GDP in Germany contracted by 0.1% in Q2, with the US-China trade war affecting its car industry.
- US growth also slowed. GDP increased by 0.5% in Q2, down from 0.8% in Q1. Again, the trade war is believed to be weighing on growth, though performance exceeded the expectations of many.
- China's economy faced similar issues, with growth slowing to annualised rate 6.2% in Q2, the slowest pace of growth since 1992. Chinese exports unexpectedly showed growth in July.
- The International Energy Agency has said growth in demand for oil has halved in the first five months of 2019, the weakest growth since 2008 as the global economy slides. Weaker demand has offset some of the upward pressures on oil prices from tensions in the Middle East seen recently, with prices falling from £67 per barrel in mid-July to £60 per barrel in mid-August.
- Given these issues many forecasters have revised down their outlook with markets concerned that recession may be possible in some countries including the UK and Germany where growth declined in Q2. In July, the IMF forecast global growth at 3.2 percent in 2019, picking up to 3.5 percent in 2020.
- Its forecasts for the UK were for growth of 1.3% and 1.4% this year and next respectively. Both are 0.2% lower than its January forecasts, and both are predicated on the UK securing an orderly exit from the EU.
- The election of a new Prime Minister in the UK and the shortening time frame has increased the likelihood of the country leaving the EU without a deal at the end of October, according to the Institute of Government.
- As such, many businesses will likely be revisiting the contingency plans they had in place in February/March. Rolls Royce has recently said it has spent £100m in planning for Brexit, but fears many in its supply chain are less well-prepared.



Global economy summary: A slowdown in activity across major economies is evident, with cyclical factors, trade wars and geopolitical tensions all contributing. This has led to a downward revision of growth trajectories and is raising fears about the threat of recession. The challenge is particularly acute in the UK as the ongoing Brexit uncertainty continues to weigh on growth.

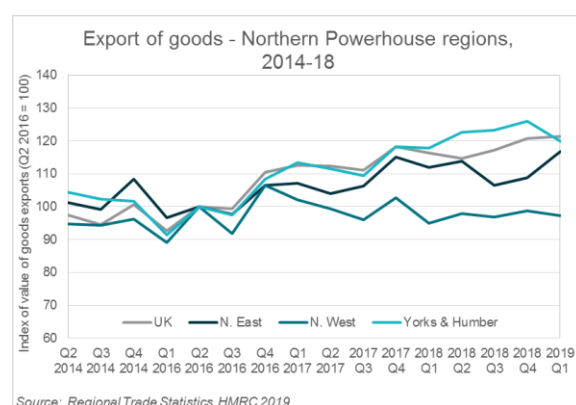
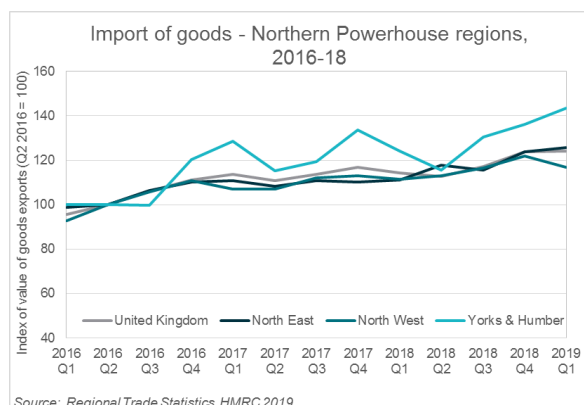
UK economic dashboard

Indicator	Latest position	Chart	Trend
Economic headlines	<p>UK GDP decreased by 0.2% in Q2 2019, the first quarterly contraction since 2012. GDP fell by 0.5% in April, before recovering to some extent in May and June. The Brexit-related stockpiling was also a factor – this contributed to stronger than predicted growth in Q1 which tailed off thereafter.</p> <p>Over the quarter, the service sector was the only area of growth (+0.1%), with manufacturing (-2.3%) and construction (-1.3%) both seeing falls.</p>	<p>UK GDP growth, 2008-19</p> <p>Source: Office for National Statistics, 2019</p>	
Confidence and sentiment	<p>Activity fell for the third consecutive month in the construction and manufacturing sectors in July, according to the IHS Markit / CIPS PMI surveys. A slowdown in new orders saw manufacturing production fall at the fastest pace for seven years.</p> <p>More positively, the service sector reported a slight improvement with modest expansion recorded for the 4th consecutive month but growth is still substantially below trend.</p>	<p>Purchasing Managers Index (PMI) by sector, 2016-19</p> <p>Source: Markit/CIPS PMIs, 2016-19</p>	
Labour market	<p>32.75 million people were in work in the three months to May 2019, up 28,000 on the preceding three months, according to ONS. The employment rate of 76% is down slightly from the peak of 76.1% - the first quarterly decrease in almost a year.</p> <p>Unemployment has fallen by 116,000 over the past year, to 1.29 million. The unemployment rate remains at a record low of 3.8%.</p>	<p>UK employment growth 2008-19</p> <p>Source: Office for National Statistics, 2019</p>	
Trade and exports	<p>The volume of retail sales increased by 0.7% in Q2 2019 compared to Q1, a slowdown from an increase of 1.6% in the preceding quarter.</p> <p>The UK's trade deficit narrowed £16bn to £4.3bn in Q2 after widening in Q1. Total exports fell by 2.2% to £160.6bn, but imports fell more sharply – down 10.6% to £164.9bn.</p>	<p>UK trade in goods and services, 2017-19</p> <p>Source: Office for National Statistics, 2019</p>	
Inflation and wages	<p>Inflation remains stable, in line with the government's target of 2% in May and June.</p> <p>Regular pay increased by 3.6% in the year to May 2019. Accounting for the effects of inflation, wages increased by 1.7%, up from 1.5% in April and the highest real terms increase since October 2015.</p>	<p>Wage growth and inflation, 2012-19</p> <p>Source: Office for National Statistics, 2019</p>	

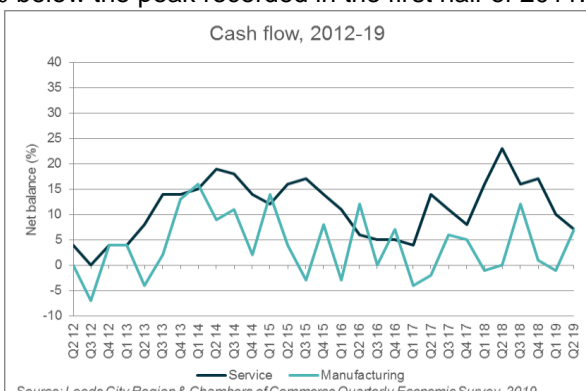
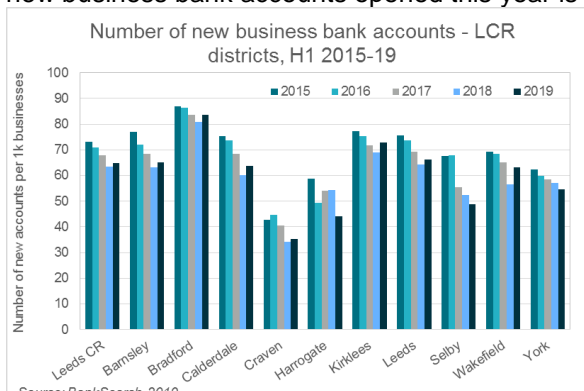
Brexit implications: The first quarterly fall in GDP in seven years points to the fact that the UK economy is facing a challenging period. Whilst Brexit is undoubtedly a factor in this, with the unwinding of the stockpiling seen in Q1 weighing on growth along with the ongoing uncertainty over future arrangements, it is clearly not the only factor given the similar pattern in other nations. It does however mean that the UK is entering a critical period in Brexit decision-making with the global economic outlook appearing more challenging. Surveys suggest that businesses don't anticipate a sharp upturn in performance in Q3, though strong employment and wage growth remain positives.

Leeds City Region – Business Performance and Trade

- Businesses reported a slowdown in domestic and export activity in the Q2 Quarterly Economic Survey with the Chambers of Commerce, with many businesses holding stock following the Brexit preparations in Q1.
- The service sector exports net balance turned negative for the first time in a decade at -3%, and though the net balance also fell among manufacturers, it remains close to its long run average at 20%.
- Business confidence continues to drop in the service sector in particular, with the fifth consecutive quarterly fall in profitability expectations. Cash flow shows a similar trajectory. Manufacturers are a little more positive, with an upturn in profitability expectations and an easing of cash flow concerns.
- Yorkshire & Humber businesses exported goods worth £4.46bn in Q1 2019, a fall of 4.8% from the record high of Q4 2018. Two other regions – the West Midlands and the South East – saw similar falls, though exports continued to increase elsewhere, most notably the North East (7.3%) and East Midlands (2.9%).
- The region's goods exports were 1.9% higher than in Q1 2018. Other than the West Midlands, which reported a 9.9% decline, this is the lowest growth rate of English regions over the past year.
- The value of goods imported into the region increased by 5.5% between Q4 2018 and Q1 2019, to £9.56bn. This increase is significantly in excess of the 0.4% increase in national imports. This appears to be driven by a 26% increase in imports from the EU, compared to a 5.5% increase nationally.
- Chemicals were the key driver of the increase at commodity level, with the value imported increasing by 107% to £2.59bn between Q4 2018 and Q1 2019. Whilst such trade in such commodities can be erratic, future data will have to be watched to assess whether this may reflect Brexit contingency planning or a similar one off event.



- 1,220 new business bank accounts were opened in June 2019 according to data from BankSearch, down from 1,380 in May but a similar level to June 2018.
- 8,150 new accounts have been opened so far in 2019, a 2% increase on the same period last year compared to a 0.4% increase nationally, which ranks Leeds City Region 14th out of 38 LEPs. The number of new business bank accounts opened this year is 28% below the peak recorded in the first half of 2011.



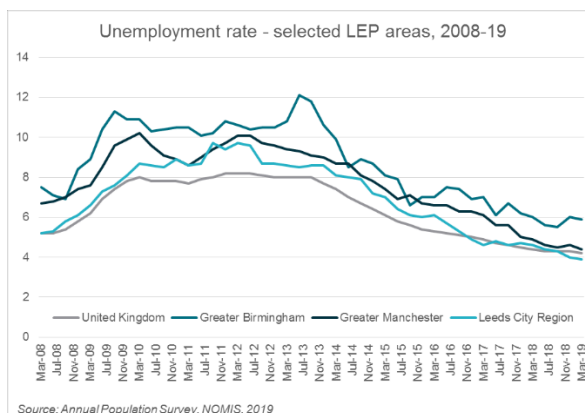
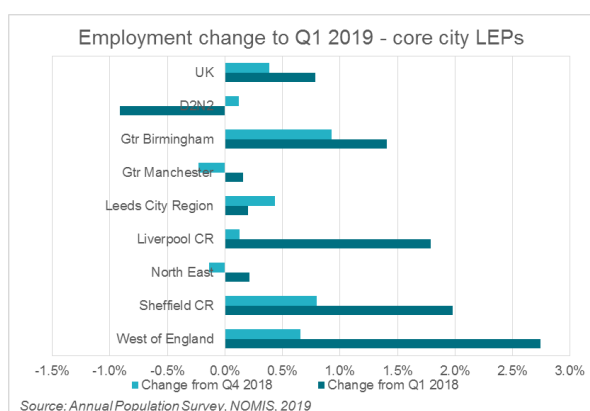
- Selby, York and Harrogate have seen falls in the number of new accounts opened so far this year. All other districts have seen increases, most notably Wakefield (9.8%), Calderdale (5.5%) and Kirklees (5.2%).
- Bradford has a higher rate of new business bank accounts opened, with 84 new accounts per 1,000 existing businesses so far this year compared to 65 across Leeds City Region and 67 in England.

Brexit implications: The issues facing the national economy in the first half of 2019 are replicated locally with businesses reporting falls in activity in Q2. Recent export growth also appears to be tapering, though imports increased markedly in Q1, perhaps reflecting businesses' preparations prior to the original Brexit deadline.

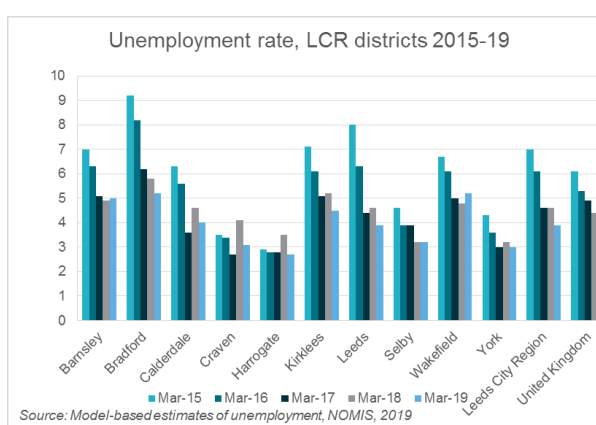
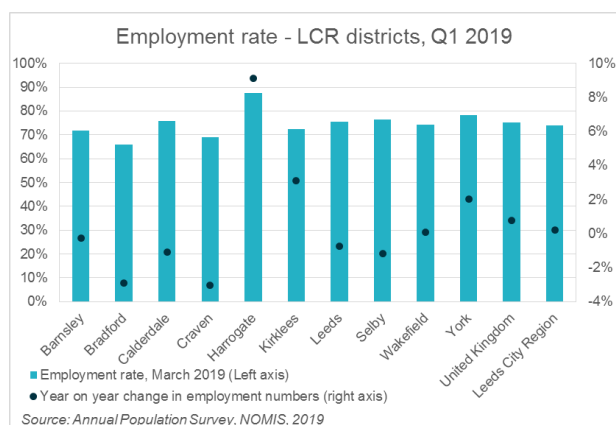


Leeds City Region – Labour Market

- Employment in Leeds City Region increased by 6,100 (0.4%) between Q4 2018 and Q1 2019. More than 1.41 million people are in work in the City Region, 2,800 (0.2%) more than a year ago. Local employment growth has exceeded that of Greater Manchester, Liverpool City Region, D2N2 and the North East LEPs over the past quarter. Whilst a number of core city LEPs have seen stronger growth over the past year, the City Region employment rate remains higher than most of these comparators.
- The City Region employment rate increased from 73.4% in Q4 2018 to 73.8% in Q1 2019 – the highest on record. It remains below the UK rate of 75.2% but among core city LEPs only West of England has a significantly higher employment rate (79.5%).
- Unemployment in the City Region fell by 1,700 (2.9%) last quarter. There are now 57,600 people unemployed, taking the unemployment rate to a joint record low of 3.9%. The unemployment rate is below the UK level of 4.2%. Only West of England and Liverpool City Region have lower rates (both 3.5%).
- 78.1% of Leeds City Region residents in work are employed in the private sector, a joint record high and up from 75% five years ago. This is comparable to the 78.5% nationally, and second only to Greater Birmingham among core city LEPs (80.5%).



- Whilst it is important to note that data at district level is based on relatively small sample sizes and is therefore prone to fluctuation, employment growth was most notable in Harrogate, Kirklees and Leeds this quarter, with these districts seeing around 2,500 more residents in work each. Calderdale and York both saw employment fall by around 1,500.
- Half of the districts in Leeds City Region have employment rates in excess of the UK rate of 75.2% - Calderdale (75.7%), Harrogate (87.4%), Leeds (75.5%), Selby (76.5%) and York (78.4%).



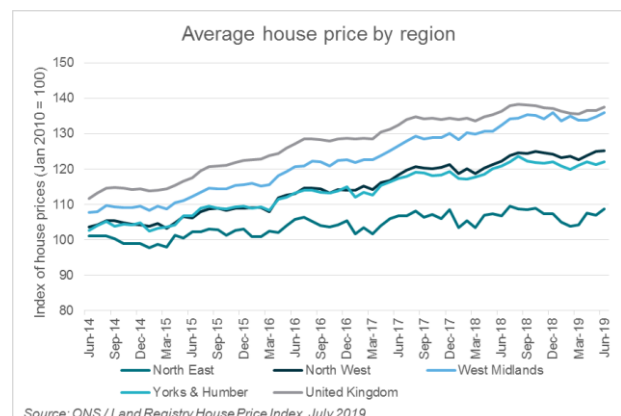
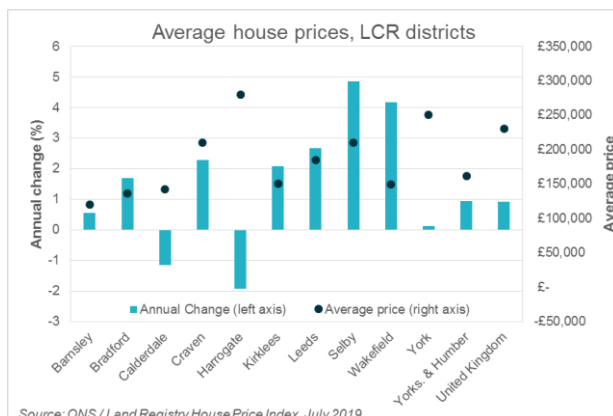
- The unemployment rate fell in 7 of the 10 City Region districts between Q4 2018 and Q1 2019, according to modelled estimates from NOMIS. It was largely unchanged in Barnsley and Selby, with only Wakefield seeing an increase (from 4.8% to 5.2%).
- With employment rates at a record high, businesses in the QES report challenges finding appropriately skilled staff. 44% of service sector companies, 61% of manufacturers and 80% of construction firms reported such difficulties in Q2.

Brexit implications: Recent growth in employment numbers has seen the Leeds City Region employment rate reach a new record high. This positive trend reflects the national labour market, though it appears to be exacerbating the recruitment challenges facing many employers.

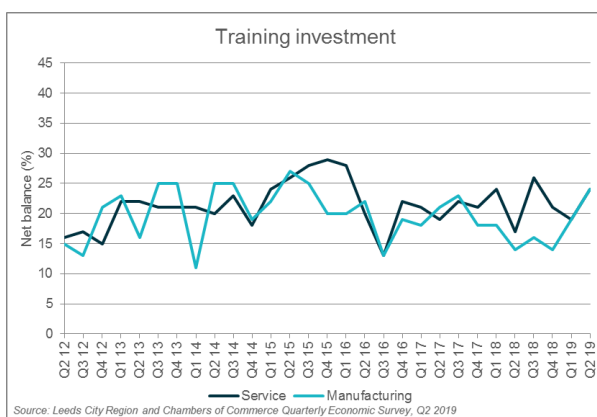
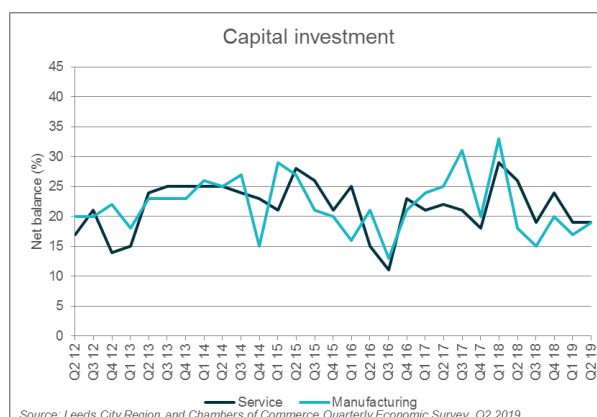


Leeds City Region – Housing, Property and Investment

- House prices in Yorkshire and Humber increased by 0.9% in the year to June 2019, in line with the increase seen nationally. The average price also increased by 0.6% between May and June, reflecting the relatively static picture in the year up to that point. The average house price in the region is £162,000.
- Whilst local house price growth has followed national trends, other regions in the North have seen a more rapid increase over the past year, with North West prices up 2.4% to £164,000, and North East prices up 1.8% to £130,300. The West Midlands has also seen a relatively high increase, up 2.6% to £199,000. All of these areas remain substantially more affordable than nationally, where prices average £230,300.
- Sales volumes declined by 2.5% in Yorkshire in June 2019, compared to the same period last year. This is a relatively small decline compared to other regions, with national sales volumes down 7.2%. Only West Midlands saw a smaller fall in activity than Yorkshire & Humber.



- Selby and Wakefield have seen the strongest increase in prices in the past year, up by 4.9% and 4.2% respectively. In contrast, prices have declined in Calderdale (-1.2%) and Harrogate (-1.9%).
- Most districts of the City Region remain substantially more affordable than the UK as a whole. Prices in most West Yorkshire districts are 60-65% of the UK average, except Leeds where prices are 80% of UK levels. North Yorkshire districts tend to be more expensive to buy, with prices higher than the national average in York (9% above UK levels) and Harrogate (22%).
- Average office rents in West Yorkshire increased to £24.86 per square foot in July according to data from EG Radius, up from £20 in May and £16 at the start of the year.



- Manufacturers reported an increase in investment in Q2 2019 across both capital and training according to the QES. The service sector also reported an upturn in investment in training this quarter, with the net balance at 24% and close to the long run average.
- Service investment in capital projects remained flatter however, with the net balance at 19% for both services and manufacturing – some way below the levels achieved in early 2017.

Brexit implications: As with last quarter, businesses remain hesitant to commit to capital investments though have at least appeared more willing to invest in training this quarter. Households remain similarly hesitant with further Brexit uncertainty on the horizon, though the impact on activity in the Yorkshire housing market is relatively low compared to other regions.



Conclusions and outlook

- The global economy appears to be slowing and the risk of recession rising for major economies, and markets appear to be increasingly expectant of a downturn. Germany and the UK appear to be at the forefront of concerns, given the two nations already saw output decline in Q2.
- Germany's challenges are reflective of those faced by other major economies, principally the impacts of a tariffs and trade tensions between the US and China affecting manufacturers and the automotive sector in particular, coupled with a cyclical weakening of demand.
- Whilst these challenges are also present in the UK, as evidenced by the ongoing weakening of its own automotive sector, the added challenges of Brexit are also contributing to the slowdown here. Whilst the pre-Brexit stockpiling may have helped to inflate activity in the first quarter of the year, the unwinding of the inventories built up through that process may have accelerated the slowdown seen in Q2.
- Although this means that the impact on growth may in some senses be seen as artificial, it is likely to pose real challenges to businesses faced with an excess of stock. Those who have forward provisioned for the initial Brexit deadline may face cash flow challenges, particularly when faced with a similar set of circumstances ahead of the UK's prospective departure date in October. Implementing similar plans for a second time may pose practical and financial challenges for many businesses.
- Anecdotal evidence from businesses in Leeds City Region confirms these challenges, particularly when aligned with a further devaluing of sterling which is feeding through into higher import prices. Coupled with businesses reporting increased demand for (and therefore cost of) warehousing space, this would suggest that the cash flow challenges posed by a second round of no deal planning could potentially prove more complex than the last.
- Other data point to a slightly more subdued level of activity in the local and regional economy this quarter, though in most cases performance remains at a similar or higher level than a year ago. This is true of both new business bank account activity, which has seen modest growth over the past year, and activity in the housing market which, although seeing a slight fall, has held up more strongly than in most other regions.
- Export growth has tailed off slightly, but the value of goods exported remains substantially above pre-referendum levels. Import patterns have been somewhat more erratic of late, though have been on an upward trend for Yorkshire & Humber for the past year.
- The spike seen in imports in chemicals and from the EU may or may not prove to be a one off event, possibly linked to Brexit preparations. It does however serve to further highlight the importance of the single market area to businesses in one of the region's key international trade strengths.
- The labour market continues to perform strongly, both locally and nationally with the employment rate reaching a new record high in Q1 2019 in Leeds City Region, and the unemployment rate reaching a joint-record low.
- This is perhaps related to the upturn in training investment shown in the Quarterly Economic Survey last quarter – as workers become harder to access, businesses can increasingly look to upskilling their own workforce. Whilst this clearly helps the business to meet its own skills needs, it is also of benefit to the individual and their own future career progression, which should be welcomed.

This briefing has been produced by the West Yorkshire Combined Authority Research & Intelligence team. Any comments or queries can be addressed to research@westyorks-ca.gov.uk

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National and international

Indicator	Latest position	Chart	Trend
Economic headlines	<p>Global growth has been subdued in recent months as range of geopolitical tensions show signs of taking effect on investment, trade and demand, increasing fears of recession.</p> <p>UK GDP decreased by 0.2% in Q2 2019, the first quarterly contraction since 2012. The tailing off of Brexit-related stockpiling was a factor – this contributed to stronger than predicted growth in Q1 which tailed off thereafter.</p>		☁
Business performance & confidence	<p>Activity fell for the third consecutive month in the construction and manufacturing sectors in July, according to the ISH Markit / CIPS PMI surveys. A fall in new orders saw manufacturing production fall at the fastest pace for seven years.</p> <p>More positively, the service sector reported a slight improvement with modest expansion recorded for the 4th consecutive month but growth still substantially below trend.</p>		☁
Labour market	<p>32.75 million people were in work in the three months to May 2019, up 28,000 on the preceding three months, according to ONS. The employment rate of 76% is down slightly from the peak of 76.1% - the first quarterly decrease in almost a year.</p> <p>Unemployment has fallen by 116,000 over the past year, to 1.29 million. The unemployment rate remains at a record low of 3.8%.</p>		☁
Trade and exports	<p>The volume of retail sales increased by 0.7% in Q2 2019 compared to Q1, a slowdown from an increase of 1.6% in the preceding quarter.</p> <p>The UK's trade deficit narrowed £16bn to £4.3bn in Q2 after widening in Q1. Total exports fell by 2.2% to £160.6bn, but imports fell more sharply – down 10.6% to £164.9bn.</p>		☁
Inflation and wages	<p>Inflation remains stable, in line with the government's target of 2% in May and June.</p> <p>Regular pay increased by 3.6% in the year to May 2019. Accounting for the effects of inflation, wages increased by 1.7%, up from 1.5% in April and the highest real terms increase since October 2015.</p>		☁
Summary	<p>The global economy appears to be slowing and the risk of recession rising for major economies, and markets appear to be increasingly expectant of a downturn. This slowdown seen in Q2 is an added layer of uncertainty for those businesses who have forward provisioned for the initial Brexit deadline and who may face cash flow challenges, particularly when faced with a similar set of circumstances ahead of the UK's prospective departure date in October. Implementing similar plans for a second time may pose practical and financial challenges for many businesses. Other data point to a slightly more subdued level of activity in the local and regional economy this quarter, though in most cases performance remains at a similar or higher level than a year ago.</p>		

Leeds City Region

Indicator	Latest position	Chart	Trend
Economic headlines	<p>Businesses reported a slowdown in domestic and export activity in the Q2 Quarterly Economic Survey with the Chambers of Commerce, with many businesses holding stock following the Brexit preparations in Q1.</p> <p>The service sector exports net balance turned negative for the first time in a decade at -3%, and though the net balance also fell among manufacturers, it remains close to its long run average at 20%.</p>		☁
Business performance & confidence	<p>The service sector saw the fifth consecutive quarterly fall in profitability expectations. Cash flow shows a similar trajectory. Manufacturers are a little more positive, with an upturn in profitability expectations and an easing of cash flow concerns.</p> <p>8,150 new accounts have been opened so far in 2019, a 2% increase on the same period last year compared to a 0.4% increase nationally, which ranks Leeds City Region 14th out of 38 LEPs.</p>		☁
Labour market	<p>Employment in Leeds City Region increased by 6,100 (0.4%) between Q4 2018 and Q1 2019. The City Region employment rate increased from 73.4% in Q4 2018 to 73.8% in Q1 2019 – the highest on record. It remains below the UK rate of 75.2% but among core city LEPs only West of England has a significantly higher employment rate (79.5%).</p> <p>Unemployment in the City Region fell by 1,700 (2.9%) last quarter, taking the unemployment rate to a joint record low of 3.9%.</p>		☁
Trade & exports	<p>Yorkshire & Humber businesses exported goods worth £4.46bn in Q1 2019, a fall of 4.8% from the record high of Q4 2018. Two other regions – the West Midlands and the South East – saw similar falls. The region's goods exports were 1.9% higher than in Q1 2018.</p> <p>The value of goods imported into the region increased by 5.5% between Q4 2018 and Q1 2019, to £9.56bn. This increase is significantly in excess of the 0.4% increase in national imports.</p>		☁
Housing and property	<p>House prices in Yorkshire and Humber increased by 0.9% in the year to June 2019, in line with the increase seen nationally. T</p> <p>Sales volumes declined by 2.5% in Yorkshire in June 2019, compared to the same period last year. This is a relatively small decline compared to other regions, with national sales volumes down 7.2%. Only West Midlands saw a smaller fall in activity than Yorkshire & Humber.</p>		☁
Summary	<p>The global economy appears to be slowing and the risk of recession rising for major economies, and markets appear to be increasingly expectant of a downturn. This slowdown seen in Q2 is an added layer of uncertainty for those businesses who have forward provisioned for the initial Brexit deadline and who may face cash flow challenges, particularly when faced with a similar set of circumstances ahead of the UK's prospective departure date in October. Implementing similar plans for a second time may pose practical and financial challenges for many businesses. Other data point to a slightly more subdued level of activity in the local and regional economy this quarter, though in most cases performance remains at a similar or higher level than a year ago.</p>		

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Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Corporate Performance Report**

Director: Angela Taylor, Director, Corporate Services

Author(s): Jon Sheard, Head of Finance
Louise Porter, Corporate Performance and Planning Manager

1. Purpose of this report

- 1.1 To provide the LEP Board with an update on a range of corporate and governance matters.

2. Information

- 2.1 As previously agreed a corporate performance report is now being submitted to each meeting of the LEP Board, to provide information on budgets, performance management, risk, audit, scrutiny and any other matters that emerge. This is in line with recommended practice as set out in the Strengthened Local Enterprise Partnerships document and in line with the commitments in the Assurance Framework.

Budgets

- 2.2 A summary of the 2019/20 current spend to budget as at June 2019 is attached at **Appendix 1**. A RAG rating has been included to identify budgets that need further review. There are no 'red' areas of concern to report.
- 2.3 The approved annual budget included a £1.2m deficit to be funded from general reserves. Periodic forecasting is being undertaken during the year to track performance against this budgeted position.
- 2.4 Work is underway on the Medium Term Financial Strategy and a progress report will be brought to future meetings of the Combined Authority, the LEP Board and to the members' Budget Working Group.

Statutory accounts 2018/19

- 2.5 There is a statutory requirement for approval of the annual accounts by 31 July each year. The 2018/19 accounts were presented on time for audit and Mazars (external auditor) reported their findings to the Governance and Audit committee on 23 July 2019. An unqualified audit opinion, without modification,

was given on the financial statements and also an unqualified value for money conclusion. The accounts were published by 31st July 2019.

2019/20 Corporate Plan and LEP Annual Delivery Plan

- 2.6 In line with the requirements of the Strengthened Local Enterprise Partnerships agenda, the first LEP Annual Delivery Plan was published in May 2019. This Delivery Plan sets out the detailed proposals and targets for the LEP in 2019/20 financial year.
- 2.7 The LEP Annual Delivery Plan has been designed as a standalone document, but also forms an integral part of the organisation's overarching Corporate Plan, which sets out the priorities for the Combined Authority and the LEP as a whole. The wider Corporate Plan is structured around four overarching corporate priorities of Boosting productivity, delivering 21st Century transport, enabling inclusive growth and supporting clean growth.
- 2.8 A comprehensive suite of performance indicators has been developed to measure the organisation's specific contribution towards achieving these four overarching corporate priorities. An assessment of progress against these indicators for the financial year to date has been undertaken and a summary of the results of this is provided in **Appendix 2** as part of the wider corporate performance snapshot.
- 2.9 Although the result for some of the key performance indicators (KPIs) are not yet available, the analysis of performance to date reflects a positive position. The majority of the KPIs are green, indicating objectives supporting the strategic aims and themes for the region are on track to being achieved.

Corporate risk update

- 2.10 In line with the provisions of the Corporate Risk Management Strategy, regular review of the key strategic risks affecting the organisation continues to be undertaken and the corporate risk register updated accordingly. A summary of the headline strategic risks currently contained within the corporate risk register is provided at **Appendix 1**
- 2.11 The updates to the Corporate Risk Register since the last reporting period are as follows:
- Following discussion at Senior Leadership Team meeting, risk SP1 has been **closed**. It was felt that all mitigating actions and countermeasures were now well established, and the residual risks had been adequately captured within other remaining risks.
 - Following discussion at Senior Leadership Team meeting, risk SD1 has been **superseded** by risk PC5. It was felt that the risk faced related more closely to the demonstration and communication of the outputs and contribution of the CA and LEP to the Leeds City Region.
 - It was recommended by the Head of HR that risk HR1 has **reduced** in both probability and impact, due to mitigating action. This was agreed

during the last corporate risk register review at Senior Management Meeting.

- It was recommended that the risk F2 have its impact **increased** from 'Moderate' to 'Major Disruption'. In addition, due to the risk's cross-cutting impact the Director of Policy, Strategy and Communications has been included as an additional Risk Owner. The overall risk rating remains **unchanged** at 'High'.

- 2.12 A Members risk workshop took place on 23rd July involving nominated members of the Combined Authority and the Governance and Audit Committee. The purpose of the workshop was to consider the key strategic risks affecting the organisation and to ensure that these are adequately captured, in order that mitigation plans can be further developed.

Audit

- 2.13 The internal audit plan as approved by the Governance and Audit Committee of the Combined Authority covers the activities of the whole organisation. To date no audit assignments specifically on LEP activities have yet been completed for 2019/20 although reports on wider corporate health – including corporate governance, GDPR and gifts and hospitality - have been undertaken and received either reasonable or substantial assurance.

3. Financial Implications

- 3.1 As set out in the report.

4. Legal Implications

- 4.1 None arising directly from this report.

5. Staffing Implications

- 5.1 None arising directly from this report.

6. External Consultees

- 6.1 None.

7. Recommendations

- 7.1 That the LEP Board note the corporate performance information provided.

8. Background Documents

- 8.1 None.

9. Appendices

Appendix 1 – 2019/20 revenue spend against budget

Appendix 2 – 2019/20 Corporate performance update

West Yorkshire Combined Authority - Summary					25%
Title	(A) Budget 2019/20 £	(B) June 2019 Actual £	(B) / (A) %		RAG
<u>Expenditure</u>					
Salary & Pay Related Costs	23,574,623	5,130,428	21.8%	Reflects above average staff vacancies during the year	
Indirect Employee Related Costs	1,057,905	155,048	14.7%	Spend in line with expectations	
Premises Related Costs	6,245,146	1,696,118	27.2%	Spend in line with expectations - rents, rates paid in advance, utilities in arrears	
Travel, Transport & Subsistence Related Costs	121,662	36,373	29.9%	Spend slightly ahead of expectations though only a small budget	
Member Related Costs	153,168	51,919	33.9%	Spend slightly ahead of expectations though only a small budget	
Office Supplies & Services	516,250	47,622	9.2%	Spend in line with expectations - payments in arrears	
ICT & Telephony Costs	2,614,132	636,501	24.3%	Spend in line with expectations	
Professional & Consultancy Fees	2,301,970	261,951	11.4%	Spend in line with expectations	
Corporate Subscriptions	32,483	16,193	49.9%	Spend in line with expectations - corporate memberships paid in advance	
Marketing & PR Costs	2,079,896	170,103	8.2%	Spend in line with expectations - payments in arrears	
Insurance	304,900	299,322	98.2%	Spend in line with expectations - premiums paid annually	
Operator Payments (Transport)	25,601,325	6,427,415	25.1%	Spend slightly ahead of expectations - plans in place to address before year end	
Pre Paid Ticket Cost	34,125,000	8,180,683	24.0%	Cost matched by income (see below) ##	
Concessions	56,446,802	13,517,134	23.9%	Spend in line with expectations	
Additional Pension Costs	2,301,600	1,495,548	65.0%	Spend in line with expectations - impact of one annual payment £1.3m paid in advance	
Financing Charges	5,465,000	493,886	9.0%	Spend in line with expectations - charges accrued at the year end	
Grants	1,465,142	126,666	8.6%	Low spend below expectations - due to timing of payments	
Other Miscellaneous Costs	5,040,994	578,074	11.5%	Spend in line with expectations	
Contribution to External / Related Parties	292,261	81,885	28.0%	Spend in line with expectations - further spend expected in quarter three	
Additional Savings Target	(1,046,619)	0	0.0%	Staff budget saving target - to offset against savings in salary budget above.	
Total Expenditure	168,693,640	39,402,869	23.4%		
<u>Income</u>					
Rail Admin Grant	(878,000)	(878,000)	100.0%	Received in advance for full year	
LEP General Funding Income	(734,000)	(50,000)	6.8%	Received in arrears and towards year end	
Growing Places Fund Interest	(300,000)	(57,603)	19.2%	Received in arrears	
Enterprise Zone Receipts	(1,958,320)	0	0.0%	Previously received in arrears - discussions with partners to pay in advance	
Transport Levy	(93,198,000)	(27,959,591)	30.0%	10 instalments -three received to date	
Bus Service Operator Grant (BSOG)	(2,063,592)	(2,063,592)	100.0%	Received in full at the start of the year	
Education Contribution to Transport	(6,768,000)	(1,723,737)	25.5%		
Bus Station Tenant Income	(1,583,085)	(517,115)	32.7%	Some receipts in advance / others in arrears. Overall on budget.	
Bus Station / Services - Other Income	(2,881,917)	(404,139)	14.0%	Received in arrears	
Admin Recharges	(2,459,900)	(697,969)	28.4%		
Capitalisation of Revenue Costs	(7,740,378)	(1,498,052)	19.4%		
Pre Paid Ticket Income	(34,125,000)	(8,180,683)	24.0%	Income matches expenditure (see above) ##	
Other Income	(12,804,799)	(1,148,807)	9.0%	Received in arrears - being reviewed with budget holders.	
Total Income	(167,494,991)	(45,179,288)	27.0%		
Net Expenditure	1,198,649	(5,776,419)	-481.9%		

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Corporate Risk Update

Current Risk Appetite:	<div> <div>Low Risk Appetite</div> <div></div> <div>High Risk Appetite</div> </div>				
	1	2	3	4	5
Compliance and Regulation					
Operational/Service Delivery					
Financial					
Reputational/Marketing/PR					
Strategic Transformational Change					
Development and Regeneration					
People and Culture					

Current ‘Very High’ risks:

		Probability	Impact	Mitigation summary	Movement since last report
<div>Very High x3</div>	Failure to secure enhanced funding and devolved powers (F1)	Possible	Highly significant	Devolution discussions continuing	No Change
	Failure to deliver Growth Deal/other capital funding programmes within timescales/ costs (SD2)	Possible	Highly significant	Significant controls in place through PMO	No Change
	Major unanticipated change in national policy resulting in failure to meet organisation/organisational objectives (SP3)	Possible	Highly significant	Ongoing dialogue with Government. Monitoring of national policy trends	No Change

Current 'High' risks:

		Probability	Impact	Mitigation summary	Movement since last report
<div>10 High x13</div>	Failure to have the supporting infrastructure and processes in place to deliver against corporate priorities (SD3)	Possible	Major disruption	Transformation programme & corporate technology programme in place and addressing this	No Change
	Failure to deliver CA objectives and outcomes to demonstrate that CA/LEP is making a difference (SD1)	Possible	Major disruption	Continuing to embed remaining elements of change programme	Superseded BY SD1
	Failure to successfully communicate the outputs and contribution of the CA and LEP to the Leeds City Region (PC5)	Possible	Moderate	Continued development of communications strategy and effective performance measures	NEW – replaces SD1
	Failure to deliver appropriate working arrangements with District partners (PC1)	Unlikely	Major disruption	Continuing to strengthen key partnerships	No Change
	Risk of legal proceedings/financial penalty of not being compliant with GDPR (R2)	Possible	Moderate	Information asset register/data policies continually reviewed	No Change
	Risk that national terrorism threat level is raised to 'imminent' resulting in unanticipated operational changes/costs (SP2)	Possible	Major Disruption	Continued review of national trends/ Incident management training ongoing	No Change
	Insufficient national & local investment in the inclusive industrial strategy to make the transformational change needed (SP1)	Possible	Moderate	Ongoing dialogue and proactive engagement with Government	Closed
	Risk of legal challenge as a result of not being compliant with HR, Financial, procurement and Governance Legislation (R1)	Possible	Moderate	Policies/procedures in place and subject to ongoing review	No Change
	Financial failure of a major contractor/supplier to the CA or a recipient of funding from the CA (F3)	Possible	Moderate	Contract management, regular financial checks and escalation processes	No Change
	Risk of Major incident at CA facility, accident /injury to vulnerable person(s) (SS1)	Unlikely	Highly significant	Policies/procedures/training in place and continually reviewed	No Change
	Failure to generate sufficient business rates income to support corporate revenue projections (PC2)	Possible	Major Disruption	Prudent income forecasting. Dedicated Enterprise Zone team in place	No Change
	Risk that Brexit response not sufficiently well coordinated across local partners leading to loss or duplication of service (SP4)	Possible	Moderate	Continuing dialogue with local partners & assessment of potential responses	No Change
	Significant transport disruption arises from major transport investment programmes (PC3)	Possible	Major Disruption	Creation of a travel demand management plan and close working with programme sponsors	No Change
	Business failure of transport providers (SD4)	Possible	Major Disruption	Open dialogues for early warnings	No Change
	Risk that the Employment Hub programme is not delivered as required due to reliance on third party delivery (SD5)	Possible	Major Disruption	Regular meetings with delivery partner. Evidence based payment system in place.	No Change

		RED	significantly off track and at risk of not being achieved
		AMBER	at risk of not being fully achieved, intervention measures in place
		GREEN	considered to be completed/on track to be complete/achievable
West Yorkshire Combined Authority Corporate Plan 2019/20: Results for Apr - Jul 2019			
Corporate Plan Commitment (<i>We will</i>)	Target	Apr - Jul 2019 results and RAG status	Notes
<i>Corporate Plan Key Performance Indicators</i>			
Invest in services and projects worth £398 million to benefit local people and the economy	£398,000,000	£80.8m	
Support 3,000+ businesses	3,000	1309	
Invest £105 million of Growth Deal funding in major infrastructure schemes	£105,000,000	£4.38m (Q1 only)	This figure is reported quarterly only and represents Q1. The figure is low for Q1 as expected and rated as GREEN as target is still on track to be achieved.
Enable 20 million passenger journeys per year	20,000,000		<i>Awaiting detailed figures</i>
Support 18,000 disadvantaged students	18,000	5,156	July targets were achieved and are now ahead of profile as schools have come back to Enterprise Coordinators with encounter data from the beginning of the financial year, before summer holidays began. No activity is profiled for August as schools are closed, it is expected that additional encounter information will be reported for April-July 2019.
Complete projects to warm 750 homes and make them more energy efficient	750	272	On track, projects are mobilising within the programme and have launched.
<i>Boosting productivity</i>			
Support businesses in the City Region through the Brexit process and help them to manage the opportunities and challenges it may present	Ongoing throughout 2019/20		Action plan in place and some new/adapted products and services have been developed, including the recruitment of additional Growth Managers to engage with SME business base.
Support 3,025 businesses in our region to grow and become more productive (with 1,035 receiving intensive support)	3,025	1309 (500)	1309 businesses and 500 of these are receiving intensive support.
Develop 5 new business support programmes to respond to the changing economy and business needs, including a scheme to support 60 firms to secure new investment	5	2	Two programmes in delivery focussed on business resilience and investment readiness, with three others in development focussed on resource efficiency, innovation and strategic business planning.
Help 350 businesses to increase their overseas export activity	350	70	A number of key trade initiatives are yet to take place this year. It is anticipated that this KPI will be met however increased priority and resource is currently focused on our response to Brexit implications and business support.
Maximise the opportunities created by Channel 4's HQ relocation by securing additional investment in the creative and digital sectors	Ongoing throughout 2019/20		A new grant fund, #Grow, has been created to support digital businesses with an existing presence in the Leeds City Region who are growing and creating new jobs. This fund will launch as Halifax Digital Festival in September. This compliments the existing, #Welcome, which supports digital businesses moving into the City Region.
Attract global investors to the region creating 1,700 jobs	1,700	569	
Continue to deliver development projects for our Enterprise Zones	Ongoing throughout 2019/20	Ongoing	Progress on key development sites. The Full Business Case for Gain Lane has been approved and the Outline Business Cases for South Kirby and Clifton are progressing through the Assurance Process
<i>Enabling inclusive growth</i>			
Embed inclusive growth principles in our business support programmes, including ensuring 75 per cent of jobs created in businesses receiving grants through our capital grants programme pay the Real Living Wage or above	75%	77%	
Develop an Inclusive Growth Strategic Framework for the City Region	By the end of 2019/20	On track	Senior officer stakeholder group established to co-produce the Framework, currently considering final draft. Aiming to sign-off by end of 2019.
Deliver an enhanced model of employability, enterprise and careers education to disadvantaged young people	18,000	5156	July targets were achieved and are now ahead of profile as schools have come back to Enterprise Coordinators with encounter data from the beginning of the financial year, before summer holidays began. No activity is profiled for August as schools are closed, it is expected that additional encounter information will be reported for April-July 2019.
Enable 1,000 businesses to engage with education and skills initiatives, with 800 supported to offer apprenticeships	1,000	463 (274)	Despite the AGE grant eligibility criteria being changed, demand remains low and the grant remains under review. National funding of apprenticeships with non-levy companies is proving difficult, with some providers reporting that they will have to turn away apprentices and their businesses. As a result, the LEP are introducing a matching service to encourage levy payers to transfer funds to support non-levy business participation. While we are currently on track to achieve this KPI based on current demand but have rated the KPI as amber, due to significant flux in the apprenticeship landscape.
Connect 5,277 homes and businesses in our City Region to super-fast broadband	5,277	2845	
Provide accessible transport services for 5,000 people with personalised transport needs	5000 active passengers	4855 active passengers	Following completion of dedicated vehicle refurbishment, there will be a campaign to raise awareness of the services provided and encourage more users with mobility issues or personalised transport needs, to access support transport services
Enable 40,000 young people to travel from home to school by coordinating services on behalf of our partner councils, with an investment of £3 million a year	40,000	On track	To be reported from October 2019 after the start of the new academic year. Early indications show we are on track to achieve the targeted number of pupils and young people
<i>Delivering 21st Century transport</i>			
Invest £60 million from our Growth Deal in improvements to bus, road and rail travel	£60,000,000	£2.44m (Q1 only)	This figure is reported quarterly only and represents Q1. The figure is low for Q1 as expected and rated as GREEN as target is still on track to be achieved.
Continue developing the bus alliance with operators to deliver better and affordable services for passengers	100%	100%	Bus Alliance signed off by Transport Committee on 5th July. Next step before next quarter is for legal agreement to be signed.
Develop plans to build new railway stations at Elland, Leeds Bradford Airport, White Rose and Thorpe Park, working closely with our partners and local communities	100%	Ongoing	The Outline Business Case for Elland has been approved on 29th March 2019. The Outline Business Case for White Rose has been submitted, seeking Combined Authority approval on 10th October 2019 however, there have been delays with the Outline Business Case for LBA and continued delays with Thorpe Park.
Complete major new road schemes to reduce congestion on key commuter routes, including the Glasshoughton Southern Link Road and York Outer Ring Road	100%	Ongoing	Work on these schemes currently in progress. Glasshoughton is in delivery, Phase 1 of the York Outer Ring Road has completed. The East Leeds Orbital Road is expected to start on site this year.
Continue to influence regional and national transport investment programmes, attracting more investment to our region	Ongoing throughout 2019/20		Ambitious bids submitted to the Transforming Cities Fund and on Future Mobility
Continue to develop our transport services by increasing digital payment options and information displays to make services easier and more convenient for people to use	Ongoing throughout 2019/20		Delivery of Digital Strategy commenced and Information Strategy currently in consultation
Increase sales of MCard by 5 per cent, resulting in over £34 million worth of MCards being purchased over the year	£34,000,000	£10.8m	Sales trends are slightly down from like-for-like sales for this time last year (18/19) and therefore mitigation measures are being considered to counter decline in sales figures
<i>Supporting clean growth</i>			
Enable 750 households to be warmer, save money and become more energy efficient through our Better Homes Yorkshire programme	750	272	On track, projects are mobilising within the programme and have launched.
Continue the delivery of seven flood prevention schemes to reduce the risk of flooding and protect communities and businesses supported by our Growth Deal	7	7	7 schemes are either in delivery or have completed. 3 further schemes are in development
Provide sustainable travel advice to businesses, recruiting an additional 96 employer members to our Travel Plan Network	96	26	
Support a further 88 businesses to save money on their energy bills and use less water and waste through resource efficiency funding and advice	88	42	
Contribute to cleaner air by installing 88 ultra-low emission vehicle (ULEV) charging points for taxis with a goal of making 5.1 per cent of our region's taxis ULEV by 2020	88 ULEV charging points for taxis and making 5.1 per cent of our region's taxis ULEV by 2020	3 installations	3 charging points have been installed to date. The programme is still on track to complete the installations by the end of 2019.
Set out how we will work with our partners to achieve ambitious carbon reduction targets for the Leeds City Region, to become a net zero carbon city region by 2038 at the latest, with significant progress by 2030	Ongoing throughout 2019/20		During Q1 established science-based targets, with planning for extensive stakeholder engagement. Culminated in a series of industry workshops, the creation of the Climate Coalition and the setting of the target in early-July
Begin detailed feasibility work on 10 projects within the new Energy Strategy and Delivery Plan that will enable us to meet our region's energy needs and generate clean, low carbon energy	10	–	REF2 application submitted & Clean Growth audit commissioned

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Report to: LEP Board

Date: 25 September 2019

Subject: **Future approach to business finance**

Director: Alan Reiss, Director Policy, Strategy & Communications

Author(s): Alex Clarke

Purpose of this report

1.1 To update the LEP Board on the future approach to business finance.

2. Information

2.1 The Combined Authority and Leeds City Region Enterprise Partnership (the LEP) are currently engaged in work on developing options for a new invest to grow business finance proposition that responds to current market needs. This builds on previous conversations at the Business, Innovation and Growth Panel in February on the business finance landscape and a number of ideas for future business finance products for the LEP, which was approved by the LEP Board in March. The first phase of this work has been undertaken and work has started on the second phase.

2.2 Further information on this is included in **Exempt Appendix 1**.

3. Financial implications

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

4. Legal implications

4.1 The information contained in **Appendix 1** is exempt under paragraph 3, Part 1 Section B of the Access to Information Annex to the LEP Board Procedure Rules, as it contains information relating to the financial or business affairs of any particular person (including the LEP, the Combined Authority or any other authority holding that information). It is considered that the public interest in maintaining the content of the appendix as exempt outweighs the public interest in disclosing the information as publication at this time could prejudice current and future decision making.

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 provided in **Exempt Appendix 1** on the future approach to business finance be discussed and feedback given on the outputs of the first phase of work and input into the second phase.

8. Background documents

8.1 None.

9. Appendices

9.1 **Exempt Appendix 1** – future approach to business finance.

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Report to: Leeds City Region Enterprise Partnership Board (LEP Board)

Date: 25 September 2019

Subject: **Local Industrial Strategy Development**

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

Author(s): Emma Longbottom

1. Purpose of this report

- 1.1 To update the LEP Board on progress to develop a Local Industrial Strategy (LIS).

2. Information

- 2.1 As previously reported, a LIS is being developed for the LEP area which will focus on bold steps aimed at boosting productivity and driving inclusive and clean growth for a post-2030 economy. This will be completed by December 2019, to be signed off by Government in March 2020.
- 2.2 Work has commenced to identify key priorities against the five foundations of productivity – People, Place, Infrastructure, Ideas and Business Environment, which are being further developed and tested over the autumn to ensure that the LIS is reflective of all parts of the region, maximizing the potential of key strategic assets and reflecting the diversity of place.
- 2.3 In addition, Government has set out four Grand Challenges – Clean Growth, Artificial Intelligence and Data, Future of Mobility and Ageing Society. Work is also being undertaken to identify local strengths, assets and opportunities, in order to demonstrate how and where Leeds City Region can contribute to one or more of these global challenges.
- 2.4 The LIS is being co-produced with Government. Its ultimate endorsement by Government will mean it is a local expression of Government policy, making it a particularly powerful and influential strategy which will have an impact on future decisions about the region, for instance with regards to funding.

Process

- 2.5 Government guidance is clear on the need for LISs to be underpinned by robust evidence which draws out relative strengths and weaknesses, with an emphasis on productivity. The draft economic analysis is now complete, which will be further developed to support the policy priorities and narrative over the autumn.
- 2.6 As previously reported, work was commissioned where a gap in the existing knowledge base and a more intensive examination of the issues was required to determine areas of distinctiveness across the LEP area. These commissions are now nearing completion and will be published as part of a suite of evidence on the LEP website.
- 2.7 Over 700 people have attended and taken part in over 40 consultation and engagement activities to date. These meetings and events presented the headlines from the draft economic analysis and provided forums to discuss the implications for the LIS and possible areas of focus. Consultees have included: LEP Board Panels; businesses; business representative groups such as the Chambers of Commerce and Federation of Small Businesses; universities; local authorities; District level economic and business partnerships; sector groups; and community and citizen groups
- 2.8 In addition, two calls for evidence have been completed through the LEP website. A broad range of stakeholders responded to these and provided information to support and further inform the development. The responses to the initial call for evidence provided information regarding inclusive growth, construction skills, innovation and utilization of work-place skills. The second, which was more focused around the foundations of productivity provided useful insight which has supported the development of the draft priorities.
- 2.9 In order to understand the priorities and needs of individuals within the region an online YourVoice consultation exercise has been undertaken, which closed on 30 August 2019.
- 2.10 Engagement with young people has also commenced to understand their ambitions for the region. To date 45 young people have taken part in two focus groups. Further workshops will take place in September.
- 2.11 The initial economic analysis and associated commissions have been brought together with the consultation feedback to inform the draft priorities, which will be consulted on during the second phase over September and October. The LEP Board away day will provide opportunity to discuss the emerging priorities and themes.
- 2.12 To provide external rigour to the LIS development process an independent panel was established to provide expert challenge and advice, and critical review of the evidence base and subsequent policy priorities. The panel met for the second time on 9 July and provided feedback regarding the findings of the external commissions. A final meeting is planned for October to consider

the priorities for the LIS and associated outcomes, along with the implications for policy development.

- 2.13 The process to develop the LIS will be iterative and will therefore evolve. Engagement and co-production with Government will be undertaken throughout the development process to ensure that the LIS is completed and submitted to Government in December 2019. Engagement with government has been ongoing throughout the development process. This includes:

- Monthly attendance at Project Board meetings
- Workshop with Cities and Local Growth Unit (CLGU) and Business, Energy and Industrial Strategy (BEIS) analysts in March
- Telekits from key departments on the foundations of productivity
- Workshop with CLGU, BEIS and Yorkshire LEPs in June
- Innovation workshop with BEIS, CLGU, Innovate UK, Institute for Manufacturing and northern LEPs in June
- Infrastructure workshop with CLGU, DfT and Yorkshire LEPs in September.
- Individual sessions with relevant departments will be arranged in September once draft priorities have been agreed.

Key Milestones

- 2.14 Key milestones for the development of the LIS throughout 2019 are:
- Initial call for evidence completed May
 - Initial economic evidence report complete June
 - Initial stakeholder engagement completed August
 - Second call for evidence completed July
 - Headline economic evidence report published August
 - Draft policy proposals completed August
 - Consultation and engagement on draft proposals September/October
 - LIS drafted and tested October/November
 - Final economic evidence report published December
 - LIS finalised and submitted to Government December
 - LIS published March 2020

3. Financial Implications

- 3.1 In addition to core staff resource to support research and intelligence and policy development activity, a budget of approximately £200,000 is available from Combined Authority / LEP internal budgets across the financial years 2018-19 and 2019-20 (subject to business planning and budget setting) to support development of the evidence base for the Local Industrial Strategy. In addition, funding identified in the 'Strengthened Local Enterprise Partnerships' has been allocated and approved by Government.

4. Legal Implications

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

5. Staffing Implications

- 5.1 The LIS development forms a central component of the Combined Authority and LEP's programme of work to broaden its policy range. This will require capacity and expertise from the Combined Authority, local authorities and other partners. This can largely be provided within existing resources.

6. External Consultees

- 6.1 A programme of external engagement is being undertaken to inform the development of the Local Industrial Strategy.

7. Recommendations

- 7.1 That the LEP Board notes the progress made.

8. Background Documents

- 8.1 None

9. Appendices

- 9.1 None



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 27 JUNE 2019 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Peter Box CBE	Wakefield Council
Councillor Stewart Golton	Leeds City Council
Councillor David Hall	Kirklees Council
Professor Bob Cryan CBE (Substitute)	University of Huddersfield
Councillor Shabir Pandor	Kirklees Council
Councillor John Pennington	Bradford Council
Councillor Jane Scullion (Substitute)	Calderdale Council

In attendance:

Councillor Kim Groves	Chair, Transport Committee
Councillor Elizabeth Smaje	Outgoing Chair, Overview & Scrutiny Committee
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority

1. Membership of the West Yorkshire Combined Authority

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

- The appointment of members and substitute members to the West Yorkshire Combined Authority (the Combined Authority) by the constituent councils (West Yorkshire councils) and the non-constituent council (the City of York Council).
- The appointment of the Leeds City Region Local Enterprise Partnership Combined Authority Member ("the LEP Member") and substitute LEP Member to the Combined Authority.
- Granting of voting rights to the member of the Combined Authority appointed by the City of York Council and to the LEP Member, (and their substitutes).

Resolved:

- (a) That the members of the Combined Authority and their substitutes appointed by the constituent councils and the non-constituent council (the City of York Council) as set out in Appendix 1 to the report be noted.
- (b) That Roger Marsh be appointed as the LEP Member of the Combined Authority, and Professor Bob Cryan as substitute LEP Member, to act in the absence of the LEP Member.
- (c) That the LEP Member and the member of the Combined Authority appointed by the non-constituent council (City of York Council) may vote at any meetings of the Combined Authority (including any committee or sub-committee to which those members are appointed) on any decision, subject to the following exceptions:-
 - budget and levy setting; and
 - the adoption of any implementation plans appended to the West Yorkshire Transport Strategy 2040 which relate specifically to the combined area (that is, West Yorkshire).
- (d) That the substitutes for the LEP Member and the member of the Combined Authority appointed by the non-constituent council (City of York Council) may exercise the voting rights granted to the LEP Member and the member of the Combined Authority appointed by the non-constituent council (the City of York Council) when acting in the absence of their respective member.

2. Appointment of the Chair and Vice Chair

Members were asked to consider nominations for the positions of Chair and Vice Chair of the West Yorkshire Combined Authority (Combined Authority) for the municipal year 2019/20.

Resolved:

- (a) That Councillor Susan Hinchcliffe be appointed as Chair of the Combined Authority.
- (b) That Councillor Tim Swift be appointed as Vice Chair of the Combined Authority.

3. Apologies for Absence

Apologies for absence were received from Roger Marsh and Councillor Tim Swift.

4. Declarations of Disclosable Pecuniary Interests

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

5. 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 3 to Agenda Item 17 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

6. Minutes of the Meeting of the Combined Authority held on 25 April 2019

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 25 April 2019 be approved and signed by the Chair.

7. Announcements

The Chair welcomed Councillor Aspden who was returning to the Combined Authority as the City of York Council's representative and Councillor Jane Scullion who was the new substitute member for Councillor Tim Swift. Thanks were given to the outgoing Chair of the Overview & Scrutiny Committee, Councillor Elizabeth Smaje for her work and valuable input during her term of office and it was reported that Councillor Peter Harrand would be replacing her as Chair of the Committee.

8. Committee Arrangements and Appointments

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

- To appoint committees of the West Yorkshire Combined Authority (the Combined Authority).
- To appoint or co-opt members onto the Combined Authority's committees.
- To appoint the Chairs and Deputy Chairs of the Combined Authority's committees.
- To grant voting rights to some members of the Combined Authority's committees.
- To confirm the continuing appointment of Independent Persons.

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

- Employment & Skills Panel : Councillor Adam Wilkinson (Calderdale)

The appointment of Councillor Martyn Bolt (Kirklees) as the leader of opposition on Transport Committee was also confirmed.

Resolved:

- (a) That, in relation to appointment of committees –
- (i) That the following statutory committees be appointed on the terms of reference set out in the relevant Appendix attached to the submitted report:
 - Governance and Audit Committee (Appendix 1)
 - Overview and Scrutiny Committee (Appendix 2)
 - (ii) That the following committees be appointed, on the terms of reference set out in the relevant Appendix attached to the submitted report:
 - Transport Committee (Appendix 3)
 - West Yorkshire and York Investment Committee (Appendix 4)
 - Leeds City Region Partnership Committee (Appendix 5)
 - (iii) That the following advisory panels be appointed as advisory committees which also report to the LEP Board, on the terms of reference set out in the relevant Appendix attached to the submitted report:
 - Business Innovation and Growth Panel (Appendix 6)
 - Employment and Skills Panel (Appendix 7)
 - Green Economy Panel (Appendix 8)
 - Inclusive Growth and Public Policy Panel (Appendix 9)
 - Place Panel (Appendix 10)
- (b) That, in relation to the appointment of committee members –
- (i) That in accordance with Section 17 Local Government and Housing Act 1989 the Combined Authority appoints its members to:
 - The Transport Committee and the West Yorkshire and York Investment Committee, as set out in Appendix 11 to the submitted report.
 - The Leeds City Region Partnership Committee as follows:
 - each of the 5 Combined Authority Members singly appointed by each constituent council; and
 - the member of the Combined Authority appointed by the non-constituent council (the City of York Council).

- The Business Innovation and Growth Panel, Employment and Skills Panel, Green Economy Panel, Inclusive Growth and Public Policy Panel and the Place Panel as set out in Appendix 12 of the submitted report.
- (ii) That the Combined Authority appoints its members to the Governance and Audit Committee, as set out in Appendix 11 to the submitted report, together with Andy Clayton as an independent member of the Governance and Audit Committee for this municipal year, and (in principle) an additional Independent Member.
- (iii) That the Head of Legal and Governance Service be authorised to progress appointment arrangements for the additional Independent Member of the Governance and Audit Committee, including convening an interview panel to make recommendations to the Combined Authority.
- (iv) That the Combined Authority appoints members and substitutes to the Overview and Scrutiny Committee as set out in Appendix 11 of the submitted report.
- (v) That the Combined Authority co-opts members to:
 - the Transport Committee as set out in Appendix 11;
 - the West Yorkshire and York Investment Committee as set out in paragraph 2 of the submitted report;
 - the advisory panels as set out in Appendix 12 with the addition of Councillor Adam Wilkinson (Calderdale) to the Employment and Skills Panel;
 - the Leeds City Region Partnership Committee as set out in paragraph 2.9 of the submitted report, including a substitute for each member as set out in paragraph 2.10 of the submitted report.
- (c) That, in relation to voting rights for committee members, (in addition to any member of the Combined Authority on the committee exercising one vote) –
 - (i) It be noted that any member of a constituent council appointed to the Overview and Scrutiny Committee has one vote and that this may be exercised in their absence by their substitute.
 - (ii) That any member of the City of York Council co-opted to the Overview and Scrutiny Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee) and that any such vote may be exercised in their absence by their substitute.
 - (iii) That any Independent Member of the Governance and Audit Committee shall be a voting member of that committee.

- (iv) That any co-opted member of the Leeds City Region Partnership Committee shall be a voting member of that committee and that a vote may be exercised in their absence by their substitute.
 - (v) That any constituent council member co-opted to the Transport Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
 - (vi) That any constituent council member or member of the City of York Council on the West Yorkshire and York Investment Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
 - (vii) That any of the following co-opted to the advisory panels set out in Appendix 12 shall be a voting member:
 - any local authority representative; and
 - any private sector representative.
- (d) That the Combined Authority appoints:
- Chairs and Deputy Chairs to committees, as set out in paragraph 2.9 of the submitted report for the Leeds City Region Partnership Committee, and Appendices 11 and 12 in respect of other committees and panels; and
 - Councillor Martyn Bolt (Kirklees) to the leader of the opposition position on Transport Committee.
- (e) That Ian Brown and Carolyn Lord continue as Independent Persons in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct on the existing terms for remuneration, until the Combined Authority's annual meeting in 2020.

9. Representation on Outside Bodies

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

It was reported that Rail North Ltd was to be wound up in the near future. However Directors would be re-appointed to the company who will act in the role until Rail North Ltd was wound up.

Resolved: That the appointments to the outside bodies for the municipal year 2019/20 as detailed in Appendix 1 to the submitted report be approved.

10. Governance Arrangements

The Combined Authority considered a report of the Director of Corporate Services in respect of amendments to the Combined Authority's governance documents.

Resolved:

- (a) That the Combined Authority approves the governance documents attached to the submitted report in the following appendices:
 - Procedure Standing Orders – Appendix 1
 - Access to Information Annex to Procedure Standing Orders – Appendix 2
 - Code of Practice for recording meetings – Appendix 3
 - Scrutiny Standing Orders – Appendix 4
 - Contracts Standing Orders – Appendix 5
 - Financial Regulations – Appendix 6
- (b) That the Combined Authority notes the summary of recommendations of the Committee on Standards in Public Life set out in the report (including the best practice recommendations set out in Appendix 7), and the Governance and Audit Committee be requested to review the report issued by the Committee on Standards in Public Life and make any further recommendations in respect of the Combined Authority's standards arrangements.
- (c) That in relation to standards arrangements, the Combined Authority approves the following:
 - Members' Code of Conduct – Appendix 8
 - Procedure for Considering Complaints against Members – Appendix 9
 - Conflicts of Interest Policy - Appendix 10
 - Conflicts of Interest Protocol - Appendix 11
- (d) That the Combined Authority agrees the proposals set out in the report, in relation to dispensation arrangements.

11. Corporate Governance Code and Framework

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

Resolved:

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

12. Members' Allowances Scheme

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

The distribution of basic and special responsibility allowances was discussed and it was noted that these were paid to members of the Overview & Scrutiny Committee and Transport Committee to reflect detailed work undertaken by committee members across the region in addition to attendance at formal meetings.

Resolved: That the Members' Allowances Scheme, attached as Appendix 1 to the submitted report, be adopted for the municipal year 2019/20.

13. Officer Arrangements

The Combined Authority considered a report of the Director of Corporate Services in respect of the Combined Authority's Officer Delegation Scheme.

Resolved: That the Officer Delegation Scheme, attached as Appendix 1 to the submitted report, be approved.

14. Scrutiny Annual Report and Statutory Guidance

The Combined Authority considered a report of the Director of Corporate Services on the scrutiny annual report 2018/19 and statutory guidance.

Councillor Liz Smaje, the outgoing Chair of the Overview and Scrutiny Committee, highlighted the work undertaken by the Committee during the 2018/19 municipal year which was outlined in the summary provided in the report.

It was noted that new statutory scrutiny guidance had been issued by Government in May 2019 and the Combined Authority intend to review the current scrutiny arrangements to ensure they are compliant with the new statutory guidance and in line with best practice in scrutiny nationally.

The benefits of scrutiny as part of the organisation's decision making process were welcomed and Councillor Smaje and the Committee were thanked for their work over the last 12 months. It was noted that Councillor Harrand would take over as Chair of the Committee for the 2019/20 municipal year.

Resolved:

- (a) That the annual report summarising the work undertaken by the Overview and Scrutiny Committee in 2018/19 be noted.
- (b) That the new statutory scrutiny guidance issued by the government and the next steps be noted.

15. Calendar of Meetings 2019/20

The Combined Authority considered a report of the Director of Corporate Services setting out a proposed calendar of meetings for 2019/20.

Resolved:

- (a) That the dates of meetings for the LEP Board as agreed by the LEP Board at its annual meeting be noted.
- (b) That the calendar of meetings of the Combined Authority, its committees and sub-committees for 2019/20, as detailed in Appendix 1 to the submitted report, be approved.

16. Rail Reviews

The Combined Authority considered a report of the Director of Transport Services which provided an update on the following rail reviews:

- Richard George commission
- The Blake Jones Review
- Williams Rail Review

It was noted that Richard George had been invited to the Combined Authority meeting to discuss the main outcomes of the work he had undertaken. However, as he was unable to attend, a briefing for members of the Combined Authority had been arranged and this had taken place on 25 June 2019. The briefing session was held in public. Members had welcomed the meeting which had provided the opportunity for them to ask questions and discuss the work, particularly in respect of the dysfunction of the current state and structure of the railway and the existing franchise process.

Richard George had been appointed by the Government to oversee infrastructure and train operations, working closely with Transport for the North, the Rail North Partnership, Network Rail and the train operators. Richard George's appointment had now concluded and a final report setting out the full details of the findings and responses to the issues raised was due to be published in the near future, subject to Department for Transport sign-off.

Councillor Judith Blake provided an update on the Blake Jones Review which was due to be published in the near future. The review identifies the following four key areas of change:

- A focus on passengers
- Improved accountability
- Better communications and greater transparency
- Improved trust and responsiveness

The review will also feed into the review into the structure of the rail industry led by Keith Williams. The work of the Blake Jones review has also fed into

the TfN and Combined Authority's responses to the Williams Rail Review. Members considered the Authority's submission in response to the Second Call for Evidence – Objective and Assessment Criteria which was attached at Appendix 1. It was reported that the TfN proposition calls for a strengthened role for TfN in the management of the railway and this had been discussed at the TfN's recent Board meeting. It was proposed that a letter be sent to the two candidates in the current Prime Ministerial election seeking their commitment for more investment and devolved powers for the North.

The Williams Rail Review's findings and recommendations are due to be published in a Government White Paper in Autumn 2019, with reform expected to commence in 2020.

Resolved:

- (a) That the discussion held with Richard George following the conclusion of his appointment be noted.
- (b) That the update on the Blake Jones Review be noted.
- (c) That the final submission to the Williams Rail Review be endorsed.
- (d) That a letter be sent to the two contenders in the current Prime Ministerial election to ask for their commitment for more investment and devolved powers for the North.

17. Capital Spending and Project Approvals

The Combined Authority considered a report of the Director of Delivery on the progression and funding for the following schemes through the Combined Authority's assurance process:

- Mirfield to Dewsbury to Leeds
- South East Bradford Link Road
- Gain Lane Enterprise Zone
- Transport Hubs and Connecting Communities

It was reported that some concerns had been raised regarding the South East Bradford Link Road project and members were advised that all local authorities would be consulted on the scheme.

It was noted that since the last meeting, decisions on the following schemes have been made by the Investment Committee:

- City Connect Phase 3
- Halifax Living
- West Yorkshire Combined Authority Head Office Accommodation Project
- Garforth Rail Station Car Park Extension

In addition to the above decisions, the Authority considered a sub-delegation to enable the Investment Committee to make a decision on the revised approval route for the Wakefield City Centre Package Phase 2 Ings Road Scheme.

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

Resolved:

(a) In respect of Mirfield to Dewsbury to Leeds (M2D2L) -

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

- (i) That the M2D2L project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) That an indicative approval of the Combined Authority's contribution of £12.5 million (which will be funded through the West Yorkshire plus Transport Fund) 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 will be £13 million, this will be funded from a Combined Authority contribution plus £500,000 from the Leeds City Council Section 106 fund).
- (iii) That costs of £325,000 are approved in order to progress the scheme to decision point 3 (outline business case) taking the total project approval to £535,000.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Kirklees Council for additional expenditure of up to £325,000 from the West Yorkshire plus Transport Fund, taking the total funding agreement value to £535,000.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 4 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 the report.

(b) In respect of South East Bradford Link Road (SEBLR) –

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

- (i) That the South East Bradford Link Road scheme proceeds through decision point 2 and work commences on activity 3

(outline business case).

- (ii) That an indicative approval to a maximum Combined Authority's contribution of £46.3 million (which will be funded through the West Yorkshire plus Transport Fund) 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) That additional development costs of £1.213 million are approved in order to progress the scheme to decision point 3 (outline business case), taking the total project approval to £1.304 million.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Bradford Council for expenditure of up to £1.304 million from the West Yorkshire plus Transport Fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report, including at decision points 4 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 the report.

(c) In respect of Gain Lane Enterprise Zone –

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

- (i) That the Enterprise Zone Gain Lane project proceeds through decision point 3 (outline business case) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval of up to £9.877 million for the Combined Authority contribution to the scheme (subject to finalised due diligence) is given from 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).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Investment Committee following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(d) In respect of Transport Hubs and Connecting Communities –

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

- (i) That the Transport Hubs Improvement and Public Transport Access scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
 - (ii) That an indicative approval to the total project value of £8.905 million is given from the Leeds Public Transport Investment Programme 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) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report including at decision points 4 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 the report.
- (e) That the revised approval route for the Wakefield City Centre Package Phase 2 Ings Road Scheme be approved, to enable the Investment Committee to make the decision on behalf of the Combined Authority.

18. CO2 Emission Reduction Commitments and Activity

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on Leeds City Region CO₂ emission reduction commitment and activity.

The report provided an update on the latest CO₂ emission reduction commitments at an international, national, regional and local level. It also provided an overview of the Combined Authority's activity to address CO₂ emissions. The ambition to be a zero-carbon economy has been a longstanding ambition of the Combined Authority and it was acknowledged that over the last few months all five West Yorkshire authorities and York have declared a climate emergency.

Members discussed the Authority's strong commitment to tackle climate change which was outlined in the Leeds City Region Energy Strategy and Delivery Plan. It was noted that the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change (IPCC) in October 2018 describes the enormous harm that 2°C rise is likely to cause compared with a 1.5°C rise. It also confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector. It was agreed this was a climate emergency needing action. Members supported a motion proposed by the Chair to declare a climate emergency in order to strengthen the Authority's commitment. It was agreed that the

recommendations of the report be amended and that all future reports to the Combined Authority will comment on what the impact of its decision will have on the climate emergency agenda. A progress report would be brought to a future meeting.

Resolved:

- (a) That the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change (IPCC) in October 2018 be noted and that the Combined Authority declare a climate emergency.
- (b) That the Combined Authority strengthen its target in line with the IPCC, and once further carbon abatement work is complete, amend the Energy Strategy and Delivery Plan to deliver this target.
- (c) That in order to achieve significant results the Combined Authority will continue to focus on delivering the five key priorities within the Energy Strategy and Delivery Plan.
- (d) That the Combined Authority continue to support a range of low carbon projects being delivered.
- (e) That the Combined Authority work with the Green Economy Panel and wider Local Enterprise Partnership and new Leeds City Region Climate Coalition to achieve the strengthened target and deliver the Energy Strategy and Delivery Plan.
- (f) That future Combined Authority reports will comment on the impact any decision will have on the climate emergency agenda.
- (g) That a report be brought to a future meeting.

19. Corporate Planning and Performance

The Combined Authority considered a report of the Director of Corporate Services which provided an update on corporate performance including progress against corporate plan priorities, risk management and budget position.

The update on progress against the 2018/19 Corporate Plan headline indicators set out in Appendix 1 was noted. It was reported that four indicators were assessed as 'red' and details were outlined in the submitted report. These largely related to unanticipated issues out of the Combined Authority's control. Members discussed the information provided in respect of the MCard sales target and consideration would be given to its future presentation in order to identify the different products. A review of the risk register had been undertaken and risks updated accordingly which were set out in Appendix 1.

A summary of the 2018/19 final outturn as compared to original budget was attached at Appendix 2 and the draft accounts for 2018/19 have been prepared and published on the website.

Resolved: That the information provided on corporate performance be noted.

20. Proposal to Recruit to the Role of Director, Economic Services

The Combined Authority considered a report of the Managing Director on a proposal to recruit to the role of Director, Economic Services.

It was reported that following a review and re-evaluation of the increased breadth of activities in Economic Services, it was proposed to amend the current Executive Head role to a Director role in the Combined Authority.

Members noted details of the evaluation which were outlined in the report and considered the approach to recruiting to the position.

Resolved:

- (a) That the current Executive Head of Economic Services post be revised to a Director of Economic Services and recruited to on that basis, such change to take effect from the date of appointment.
- (b) That the proposed approach to recruiting to the position, as set out in the submitted report, be endorsed.
- (c) That the Managing Director be delegated authority to undertake the recruitment, including convening an interview panel (with member representation) and, in consultation with the Chair of the Combined Authority and the Chair of the LEP, to make an appointment in accordance with the recommendation of the interview panel.

21. Minutes for Information

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

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

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**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 1 AUGUST 2019 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, LEEDS**

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Keith Aspden	City of York Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Peter Box CBE	Wakefield Council
Councillor Stewart Golton	Leeds City Council
Councillor David Hall	Kirklees Council
Councillor Shabir Pandor	Kirklees Council
Councillor John Pennington	Bradford Council

In attendance:

Councillor Kim Groves	Chair, Transport Committee
Councillor Peter Harrand	Chair, Overview & Scrutiny Committee (to minute 29)
Ben Still	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority (minute 29)
Ruth Chaplin	West Yorkshire Combined Authority

22. Apologies for Absence

Apologies for absence were received from Roger Marsh.

23. Chair's Comments

The Chair welcomed everyone to the meeting on Yorkshire Day and provided an update on the latest discussions on devolution and the Combined Authority and Leeds City Region LEP's response to the Treasury Select Committee's inquiry into imbalances in the UK economy. The submission highlighted the current imbalance in investment with Yorkshire and The Humber receiving among the lowest levels of Government spending per head in the country on economic development and transport.

The response to the inquiry had provided the opportunity to show that further devolution was urgently needed to empower local political and business leaders to work together to make decisions affecting the Leeds City Region.

The Chair also updated the meeting in respect of devolution. The One Yorkshire Leaders have written to the new Prime Minister setting out and seeking his commitment to new proposals to urgently unlock the benefits of devolution. Councillor Hinchcliffe reported that she and Councillor Blake had had positive discussions with Robert Jenrick, in his previous role in the Treasury. In the recent Cabinet reshuffle, Robert Jenrick had been appointed as the new Secretary of State for Housing, Communities and Local Government. It was hoped that there would be further dialogue with Government to the proposed interim arrangements within each sub region to allow meaningful devolution within Yorkshire between now and 2022.

24. Declarations of Disclosable Pecuniary Interests

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

25. 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 Appendices 1, 2, 3 & 4 to Agenda Item 10 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

26. Minutes of the Meeting of the Combined Authority held on 27 June 2019

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 27 June 2019 be approved and signed by the Chair.

27. Capital Spending and Project Approvals

The Combined Authority considered a report of the Director of Delivery on the progression and funding for the following schemes through the Combined Authority's assurance process:

- Kirklees Cycling and Walking Early Gateway Transformation Package
- Ultra-Low Emission Bus (ULEB)
- Kirklees Transport Model

It was noted that since the last meeting, decisions on the following schemes have been made by the Investment Committee:

- A629 Phase 4

- Harrogate Road – New Line Junction Improvement
- Halifax Station Gateway
- York Outer Ring Road Junctions Improvement Programme – Phase 1

Members discussed the ULEB and Clean Bus Technology schemes. A change request (activity 6) for the Clean Bus Technology Fund had been recommended to the Combined Authority for approval by the Investment Committee and the funding arrangements for both schemes was clarified. The significant difference both schemes would make in respect of climate change was highlighted and it was noted that all reports considered by the Investment Committee now looked at the impact projects would have on climate change.

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

Resolved:

- (a) In respect of Kirklees Cycling and Walking Early Gateway Transformation Package -

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

- (i) That the Kirklees Cycling and Walking Early Gateway Transformation Package proceeds through decision point 2 (case paper) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval is given to the Combined Authority's contribution of £1.895 million, which will be funded through the Transforming Cities 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 £2.2 million.
- (iii) That development costs of £337,000 are approved (including £150,000 for advanced construction works on the Huddersfield element) in order to progress the scheme to decision point 5 (full business case with finalised costs).
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted 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 the report.

- (b) In respect of Ultra-Low Emission Bus (ULEB) -

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

- (i) That the Ultra-Low Emission Bus (ULEB) scheme proceeds through decision point 2 and work commences on activity 5 (full business case with finalised costs)
 - (ii) That an indicative approval is given to the Combined Authority's contribution of £1.650 million which will be funded through £1.033 million from Leeds Public Transport Investment Programme (LPTIP) and £617,000 from the DfT ULEB scheme funding, 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 £2.7 million.
 - (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted 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 the report.
- (c) In respect of Kirklees Transport Model -
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the Kirklees Transport Model project proceeds through decision point 2 (case paper) and work commences on activity 5 (full business case with finalised costs).
 - (ii) That an indicative approval to the West Yorkshire Combined Authority's contribution of £167,000 (which will be funded through £167,000 from the West Yorkshire-plus Transport Fund) 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 £334,000.
 - (iii) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to West Yorkshire Combined Authority's Managing Director following a recommendation by West Yorkshire Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (d) In respect of Clean Bus Technology Fund -
- That following a recommendation from the Investment Committee, the Combined Authority approves the following change request :

- (i) That the increase in total scheme costs from £6.088 million to £9.570 million, (an increase of £3.482 million) be approved. This increase is funded from £2.976 million of additional DEFRA grant and an estimate of a further £506,000 bus operator match contribution.
- (ii) That the increase of the Combined Authority's contribution to the scheme from £5.06 million to £8.036 million, (an increase of £2.976 million) be approved. This will be funded from the additional DEFRA grant awarded to the Combined Authority.
- (iii) The revised delivery timescales to 31 March 2020.
- (iv) That the Combined Authority enter into a grant agreement with the preferred bus operator/s following procurement, for expenditure of up to £2.976 million, to be funded from the additional DEFRA grant secured by the Combined Authority.
- (v) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

28. HS2 Consultation Response

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the proposed response to the HS2 Phase 2b Design Refinement Consultation which relates to changes to the proposed HS2 route between Woodlesford and the HS2 Leeds station.

The proposed amendment was for the line between Leeds and Woodlesford to be predominantly on a viaduct rather than a combination of ground level, cutting and embankment. HS2 Ltd are currently consulting on the revised proposals which will have different impacts on the local communities.

Members discussed the changes and the proposed principles of the Combined Authority's response which were outlined in the submitted report together with their benefits and dis-benefits.

It was noted that Leeds City Council, as the planning authority, will be addressing local issues and an outline of their draft response was provided in the report. It was agreed that the Combined Authority's final consultation response be approved by the Transport Committee prior to submission on 6 September 2019.

Resolved:

- (a) That the principles of the consultation response as detailed in paragraphs 2.16 – 2.23 of the submitted report be endorsed.

- (b) That the final consultation response be approved by the Transport Committee prior to submission on the 6 September 2019.

29. Blake Jones Rail Review

The Combined Authority considered a report of the Director of Transport Services which provided an update on the Blake Jones and Williams Rail Reviews.

The “Blake Jones Review of the Rail North Partnership” had been published on 19 July 2019 and the summary document to the review was attached at Appendix 1. The review identified five recommendations for immediate action and a further four that rely on more fundamental change for longer term implementation which will be considered by the Williams Review. All the recommendations were set out in the submitted report.

The Authority welcomed the review and congratulated Councillor Blake on producing the comprehensive report. Members discussed the importance of the work which would lead to the changes and improvements vital to restoring passenger confidence and providing a robust and reliable rail service. In response, Councillor Blake thanked officers of the Combined Authority who had led on the work.

Councillor Blake updated the Authority on discussions which had been held at the Transport for the North (TfN) meeting held on 31 July 2019. TfN had agreed an Action Plan to deliver the recommendations of the Blake Jones Review and to strengthen the associated TfN governance. The recommendations would be brought forward as a matter of urgency although it was recognised that it would take some time to implement all the changes. Members stressed that it was essential that scrutiny was in place to question any failures to deliver and that performance against the franchise was monitored. A report on TfN’s progress with the Action Plan would be brought to a future meeting.

The report also provided an update in respect of the Williams Rail Review and the transcript of Keith Williams’s speech, which was made at a Northern Powerhouse Partnership event on 16 July 2019, was attached at Appendix 2.

Resolved:

- (a) That the outcome of the Blake Jones Review be endorsed.
- (b) That the update on the Williams Review be noted.
- (c) That an update on Transport for the North’s Action Plan be brought to a future meeting.

30. Medium Term Financial Strategy and Budget 2020/21

The Combined Authority considered a report of the Director of Corporate Services which provided an update on the medium term financial strategy (MTFS) and budget planning for 2020/21.

The report set out the key challenges, issues and changes to be considered in setting the 2020/21 budget and establishing a viable MTFS beyond that date. The next phases of work will be overseen by the budget working group and they will consider the actions already taken, the assumptions underpinning the budget/MTFS and the options available to increase income, reduce expenditure and seek to balance the budget. It was noted that the actions required and impact on the business plan and financial strategy of the climate change emergency declaration will also be considered.

It was noted that public engagement is planned for later in the year and also engagement with local authority Directors of Finance.

A progress report would be brought to the next meeting.

Resolved: That the update on the medium term financial strategy and budget planning for 2020/21 be noted.

31. Corporate Planning and Performance

The Combined Authority considered a report of the Director of Corporate Services which provided an update on corporate performance including progress against corporate plan priorities, risk management and budget position.

The update on progress against the 2019/20 Corporate Plan headline indicators set out in Appendix 1 was noted. A risk workshop had been held with nominated members of the Combined Authority and the Governance and Audit Committee which had focussed on factors influencing the risk appetite for the organisation. Work will now be undertaken to update the organisational risk appetite statement and a review of the Corporate Risk Management Strategy is progressing.

A summary of the 2019/20 current spend to budget was attached at Appendix 2 and it was noted that there were no 'red' areas of concern to report. The 2018/19 annual accounts had been presented to the external auditor, Mazars, and they had reported their findings to the Governance and Audit Committee. An unqualified audit opinion, without modification, was given on the financial statements and also an unqualified value for money conclusion.

Resolved: That the information provided on corporate performance be noted.

32. Transforming Cities Fund

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the Transforming Cities Fund (TCF).

It was noted that the TCF is central to contributing to the Combined Authority's core aims of enabling inclusive growth, boosting productivity, delivering 21st century transport and enabling clean growth.

The Tranche 2 'big bid' Transforming Cities Fund Strategic Outline Business Case (SOBC) had been submitted in draft form to the Department for Transport and members noted the update and considered the additional information including the risks associated with the submission and financial implications which were provided in the four exempt appendices. The final SOBC submission has to be made by 28 November 2019 through co-development with the Department for Transport (DfT) and grant approval would be made by March 2020.

It was reported that a Future Mobility Zone (FMZ) bid had been submitted to the DfT in May 2019 and this had successfully progressed to the second stage of development. Details regarding the FMZ were attached at exempt Appendix 4 and it was noted that a detailed submission was being developed and would be submitted in September 2019.

In order to place the Combined Authority and partners in the best position to deliver the programme, it was proposed to use capital of up to £3 million from the West Yorkshire plus Transport Fund Transformation Programme to fund the development work. It was agreed that approval for the release of funds to enable individual schemes to progress through the assurance process be delegated to the Combined Authority's Managing Director in consultation with the Chair of the Transport Committee. The Authority thanked Councillor Groves and the Transport Committee for their work in respect of the Transforming Cities Fund to date.

Resolved:

- (a) That the progress update and risks associated with the Tranche 2 'big bid' as set out in exempt Appendix 2 to the submitted report be noted.
- (b) That the Transforming Cities Fund (TCF) draft June Strategic Outline Business Case submission as set out in exempt Appendix 1 to the submitted report be noted.
- (c) That the progress update of the Future Mobility Zone bid as set out in exempt Appendix 3 to the submitted report be noted.
- (d) That the use of capital of up to £3 million from the West Yorkshire plus Transport Fund Transformation Programme to fund TCF development work in the short term, to place the Combined Authority and partners in the best possible position to deliver the TCF programme be approved.

- (e) That authority be delegated to the Combined Authority's Managing Director, in consultation with the Chair of the Transport Committee, to the release of funds for individual schemes to enable progression to Decision Point 1 and Decision Point 2 of the Assurance Framework.

33. Minutes and Notes for Information

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

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

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