

## **WEST YORKSHIRE COMBINED AUTHORITY**

**MEETING TO BE HELD AT 11.00 AM ON THURSDAY, 16 APRIL 2020  
IN DUE TO COVID-19, THIS MEETING WILL BE HELD REMOTELY AND  
WILL BE LIVESTREAMED HERE:**

**[HTTPS://WWW.YOUTUBE.COM/CHANNEL/UCAZJNSGPQZZT41VIBN2  
ZK9A/LIVE](https://www.youtube.com/channel/UCAZJNSGPQZZT41VIBN2ZK9A/LIVE) (COPY AND PASTE THE LINK IN YOUR BROWSER)**

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

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

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 3. EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**
  1. To highlight Appendices 1 and 2 to Agenda Item 9 which officers have identified as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.
  2. To consider whether or not to accept the officers' recommendation in respect of the above information as set out in paragraph 6.1 of Agenda Item 9.
  3. If the recommendation is accepted, to formally pass the following resolution:-

**RESOLVED** – That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendices 1 and 2 to Agenda Item 9 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were

present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**4. MINUTES OF THE MEETING OF THE COMBINED AUTHORITY HELD ON 6 FEBRUARY 2020**

(Pages 1 - 14)

**5. COVID-19**

(Lead Member: Cllr S Hinchcliffe, Director: Brian Archer)

(Pages 15 - 24)

**For Decision**

**6. DEVOLUTION DEAL FOR WEST YORKSHIRE - INITIAL DEAL ENDORSEMENT AND REVIEW OF GOVERNANCE ARRANGEMENTS**

(Lead Member: Cllr S Hinchcliffe, Director: Ben Still)

(Pages 25 - 44)

**7. CAPITAL SPENDING AND PROJECT APPROVALS**

(Member lead: Cllr D Jeffery, Director: Melanie Corcoran)

(Pages 45 - 70)

**(a) RAIL PARKING PACKAGE - NORMANTON**

**8. GOVERNANCE ARRANGEMENTS**

(Lead Member: Cllr S Hinchcliffe, Director: Angela Taylor)

(Pages 71 - 84)

**9. EUROPEAN STRUCTURAL AND INVESTMENT FUNDS (ESIF) – SUSTAINABLE URBAN DEVELOPMENT (SUD)**

(Member lead: Cllr S Hinchcliffe, Director: Angela Taylor)

(Pages 85 - 94)

**Signed:**



**Managing Director  
West Yorkshire Combined Authority**



**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 6 FEBRUARY 2020 AT COMMITTEE ROOM 1,  
CITY HALL, BRADFORD**

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**Present:**

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Andy D'Agorne (Substitute)	York Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Denise Jeffery	Wakefield Council
Roger Marsh OBE DL	Leeds City Region Enterprise Partnership
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
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority

**59. Apologies for Absence**

Apologies for absence were received from Councillors Keith Aspden, Stewart Golton and David Hall.

**60. Declarations of Disclosable Pecuniary Interests**

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

**61. Exclusion of the Press and Public**

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

**62. Minutes of the Meeting of the Combined Authority held on 9 January 2020**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 9 January 2020 be approved and signed by the Chair.

**63. Budget and Business Plan 2020/21**

The Combined Authority considered a report of the Director of Corporate Services which:

- Sought approval to the proposed revenue budget and transport levy for 2020/21, the indicative capital budget and programme and treasury management statement.
- Sought approval to the detailed business plan for 2020/21 that sets out the services, activities and priorities for the organisation in the coming year.

It was noted that the draft budget had been produced following scrutiny and input from the Authority, with the Budget Working Group overseeing the detail. In addition, members of the public have been provided with information on the budget position and given the opportunity to raise questions via the YourVoice engagement website and social media.

**Business Plan 2020/21**

It was reported that a detailed business plan had been produced, maintaining the focus on productivity, inclusive growth and a 21<sup>st</sup> century transport system. The fourth objective of clean growth has now been repositioned as tackling the climate emergency. Summary business plans for each directorate were attached at Appendix 1. A public facing corporate plan was being developed, and this would draw on the information in the business plans to demonstrate what the Combined Authority and LEP intend to deliver for people in the region in the coming year.

**Revenue Budget 2019/20**

Members considered the proposed revenue budget which was set out in Appendix 2 and details of the key drivers and assumptions for the main budget lines were provided in the submitted report.

Details of the Reserves Policy were outlined in the submitted report and the workings for this year's reserves policy were set out in Table 1

**Transport Levy**

Details of the net and gross levy by population, showing the effect of the decrease of £1 million and the change in population base were provided in Table 2. This also included the proposed part rebate of previously received contributions towards the Transport Fund reserve. It was proposed to

rebate £3 million for 2020/21 only, an increase of £1 million on the amount agreed last year, whilst the requirement for borrowing against the capital programme is building up.

### **Capital Strategy**

It was noted that the capital strategy was currently being reviewed/revised and will be brought to a future meeting for approval.

### **Capital Budget**

The Combined Authority noted the capital funding available to the Combined Authority for 2020/21 and subsequent years and the indicative capital programme expenditure which were outlined in the submitted report. The capital expenditure and funding budget estimates for the period 2019/20 to 2022/23 were set out in Appendix 3.

It was reported that the Investment Committee would continue to be a key part of the process whereby Growth Deal and other projects are considered and recommended for progression. It was also proposed that the arrangement for the Transport Committee to approve Integrated Block funded projects up to a value of £3 million is continued.

### **Treasury Management**

Members noted the Prudential Funding Statement which was attached at Appendix 4. This had been endorsed by the Governance & Audit Committee and set out the treasury management activity in the year, the arrangements in place and details of the funding position.

### **Resolved:**

- (a) That the Combined Authority proposed revenue budget for 2020/21 be approved.
- (b) That the indicative capital programme and budget for 2019/20 – 2022/23 be approved.
- (c) That the 2020/21 business plan be approved.
- (d) That the Transport Committee be delegated to approve individual schemes within the integrated transport block of the 2020/21 capital programme up to a maximum cost of £3 million.
- (e) That in accordance with the powers contained in the Local Government Finance Act 1988 (as amended) and by virtue of article 9(6) of the West Yorkshire Combined Authority Order and the Transport Levying Bodies Regulations 2015 (as amended) a levy of £103 million be determined for the year ended 31 March 2021.

- (f) That the Director, Corporate Services be authorised to issue the levy letter in respect of the financial year ending 31 March 2021 to the five District Councils in West Yorkshire.
- (g) That a payment of £5.09 million and of £3 million be made to the five District Councils in accordance with Table 2 of the report.
- (h) That authorisation be given to the Director, Corporate Services to arrange appropriate funding for all expenditure in 2019/20 and 2020/21 subject to statutory limitation, including the most appropriate application of capital funding as set out in the report.
- (i) That approval be made to the indicative expenditure of highways maintenance funding of £28.403 million and the pothole action fund of £1.594 million, to be paid quarterly to the West Yorkshire local authorities in accordance with the DfT formula, and for Director, Corporate Services to vary these amounts should DfT revise the payments from those provisionally indicated.
- (j) That approval be given to the continuing of the policy, effective from 2017/18, for recovering the Combined Authority costs of managing the capital programme against the capital programme spend being mainly Growth Deal, Leeds Public Transport Investment Programme and Local Transport Plan Integrated Transport. For 2020/21 the estimated total value is £9.6 million (2% - 3% of the total capital programme).
- (k) That the adoption of the CIPFA Code of Practice for Treasury Management in Public Services be reaffirmed.
- (l) That the treasury management policy as set out in **Appendix 4** be approved.
- (m) That the prudential limits for the next three years as set out in **Appendix 4** be adopted.

#### **64. Capital Spending and Project Approvals**

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

- Leeds Transport Model Update 2020
- York City Centre Access Improvements
- Leeds City Region Future Mobility Zone
- Hebden Bridge Flood Alleviation
- Corn Exchange Gateway
- Enterprise Zone: Parry Lane
- Leeds Inland Port
- Leeds Bradford Airport Parkway
- Network Navigation

- Moorthorpe Rail Car Park

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

- York Outer Ring Road – Phase 3 – Clifton Moor
- Bradford City Centre Heritage Properties Development Scheme
- York Scarborough Bridge (foot & cycle bridge)
- Superfast Broadband West Yorkshire and York Contract 3

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

In respect of the Clifton Business Park Enterprise Zone, it was noted that at its meeting held on 10 October 2019, the Combined Authority had approved for the scheme to proceed through decision point 3 and work commence on activity 5 (full business case with finalised costs). However the requirement to enter into a funding agreement with Calderdale Council had been omitted from the report's recommendations and therefore the Combined Authority now gave approval for this.

Members noted the update and proposals set out in paragraph 3.11 of the report on the West Yorkshire plus Transport Fund review. It was reported that the Investment Committee had considered a report summarising the review at its meeting on 9 January 2020 and an outline of the Transport Fund projects, including actual and forecast spend was attached at Appendix 1 and revised programme dates for each project were provided in Appendix 2.

**Resolved:**

- (a) In respect of Leeds Transport Model Update 2020 –

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

- (i) That the Leeds Transport Model Update 2020 project proceeds through Decision Point 2 and work commences on Activity 5 (full business case with finalised costs).
- (ii) That an indicative approval of £600,000 is given from the West Yorkshire plus Transport Fund towards a total scheme cost of £1.2 million with full approval to spend being granted once the scheme has progressed through the assurance process to Decision Point 5.
- (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.

(b) In respect of York City Centre Access Improvements –

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

- (i) That the York City Centre Access Improvements scheme proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) That an indicative approval to the total project value of £8.1 million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5.
- (iii) That development costs of £355,000 be approved in order to progress the scheme to activity 3 (outline business case).
- (iv) That the Combined Authority enters into a Funding Agreement with City of York Council for expenditure of up to £355,000 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 point 4 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 set out in the report.

(c) In respect of Leeds City Region Future Mobility Zone –

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

- (i) That the Future Mobility Zone (FMZ) programme proceeds through Decision Point 2 and work commences on the development of business cases for individual packages
- (ii) That an indicative approval to £30.793 million, which will be funded from the Local Transport Plan (£2.75 million), the Leeds Public Transport Investment Programme (£0.763 million) and the Department for Transport FMZ fund (£27.28 million) is given with full approval to spend being granted as individual scheme or packages have progressed through the Assurance Process to Decision Point 5. The total programme cost is £32.01 million, including £1.22 million from District Partners.



- (iii) That an approval for development funding of £2.01 million be made to enable initial work on outline business cases for individual packages, subject to DfT funding being announced.
  - (iv) That future programme approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at Decision Point 6 and 7 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.
- (d) In respect of Hebden Bridge Flood Alleviation –
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the Hebden Bridge Flood Alleviation Scheme proceeds through decision point 3 and work commences on activity 4 (full business case)
  - (ii) That development costs of £1.9 million are approved in order to progress the scheme to activity 4 (full business case) from the Local Growth Fund. The total project value is £27.283 million.
  - (iii) That the Combined Authority enters into a Funding Agreement with the Environment Agency for development expenditure of up to £1.9 million from the Local Growth Fund.
  - (iv) That future approvals are made in accordance with the assurance 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.
- (e) In respect of Corn Exchange Gateway –
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the Corn Exchange Gateway project proceeds through decision point 3 and work commences on activity 4 (FBC).
  - (ii) That an indicative approval to the Combined Authority's contribution of £24.7 million is given, with £18.6 million to be funded through the Leeds Public Transport Investment Programme and £6.1 million from the West Yorkshire plus Transport Fund, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC with finalised costs). The total project value is £25.6 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 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.

(f) In respect of Enterprise Zone: Parry Lane –

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

- (i) That the EZ Parry Lane scheme proceeds through decision point 3 and work commences on activity 4 (full business case).
- (ii) That the total cost of the scheme is £18.88 million. An indicative approval to the Combined Authority's contribution of £8.081 million through the Local Growth 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 development costs of £540,000 are approved in order to progress the scheme to decision point 4 (full business case).
- (iv) That approval is given to enter into a Funding Agreement with the City of Bradford Metropolitan District Council in order to assist in the development of the full business case for up to £540,000.
- (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.

(g) In respect of Leeds Inland Port -

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

- (i) That the Leeds Inland Port project proceeds through decision point 3 and work commences on activity 4 (Full business case).
- (ii) That an indicative approval to the Combined Authority's contribution of £3.17 million is given, to be funded from the West Yorkshire plus Transport Fund, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC with finalised costs). The total project value is £3.37 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.

(h) In respect of Leeds Bradford Airport Parkway –

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

- (i) That the Leeds Bradford Airport Parkway project proceeds through decision point 3 and work commences on activity 4 (full business case).
- (ii) That indicative approval to the total project value of £5 million has been given from the LPTIP 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 the development costs of £4.5 million are approved in order to progress the scheme to decision point 4 (Full business case), taking the total project approval to £5 million.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report, including at decision point 4 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team (subject to the scheme remaining within the tolerances outlined in the report), with decision point 5 approval through a delegation to the Investment Committee following a recommendation by the Combined Authority's Programme Appraisal Team.

(i) In respect of Network Navigation –

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

- (i) That the Network Navigation (Leeds) scheme proceeds through decision point 3 (outline business case) and work commences on activity 5 (Full Business Case plus cost).
- (ii) That an indicative approval to the total project value of £1.8 million is given from the LPTIP 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 development costs of £150,000 are approved in order to progress the scheme to decision point 5 (Full business case with finalised costs), taking the total project approval to £250,000.
  - (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.
- (j) In respect of Moorthorpe Rail Car Park –
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the Moorthorpe Rail Car Park project proceeds through decision point 5 and work commences on activity 6 (Delivery).
  - (ii) That approval to the total project value of £778,551 million is given from the West Yorkshire plus Transport Fund.
  - (iii) That approval be given for the Combined Authority to enter into a Section 56 Funding Agreement with Arriva Rail North for expenditure of up to £635,000 million from the West Yorkshire plus Transport Fund.
  - (iv) That approval for the Combined Authority to enter into a Basic Asset Protection Agreement with Network Rail for £32,000.
  - (v) That future approvals are made in accordance with the assurance 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.
- (k) In respect of Clifton Business Park –
- That following a recommendation from the Investment Committee, the Combined Authority approves that a funding agreement be entered into with Calderdale Council for expenditure of up to £3.156 million from the Local Growth Fund for the Clifton Business Park (Enterprise Zone) as approved by the Combined Authority on 10 October 2019.

## **65. Brexit**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on Brexit.

The report provided an update on the organisational preparation being undertaken by the Combined Authority and Leeds City Region Local Enterprise Partnership (LEP) for the United Kingdom's exit from the European Union.

It was noted that there was still a period of uncertainty and Members discussed and endorsed the Combined Authority's approach to the transition following the ratification of the Withdrawal Agreement. The approach will focus on key strategic implications of policy changes and these, together with the details of the continued support offered to businesses, were outlined in the submitted report.

It was noted that reports would be brought to future meetings as the position becomes clearer.

**Resolved:** That the organisational preparation being undertaken by the Combined Authority and LEP as the UK prepares to leave the European Union be endorsed.

#### **66. Leeds City Region Local Assurance Framework**

The Combined Authority considered a report of the Directors of Delivery and Corporate Services which provided an update on progress relating to changes proposed to the Leeds City Region Local Assurance Framework arising from its annual review and the Strengthened Local Enterprise Partnership (LEP) report (July 2018).

Members noted the key changes made to the draft Assurance Framework which were outlined in the submitted report. It was agreed that the final approval of the Assurance Framework be delegated to the Combined Authority's Managing Director in consultation with the Chair of the Combined Authority and Chair of the LEP Board. The document would then be submitted to Government by 28 February 2020.

**Resolved:**

- (a) That the changes made to the Local Assurance Framework, as set out in the submitted report be noted.
- (b) That the draft Assurance Framework be approved, subject to the incorporation of any further feedback.
- (c) That the Combined Authority delegates the Combined Authority's Managing Director to finalise the content of the Assurance Framework in consultation with the Chair of the Combined Authority and the Chair of the LEP Board and to submit the document to Government by 28 February 2020.

## 67. Strategic Rail

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the following strategic rail matters:

- High Speed Two (HS2)
- Northern Powerhouse Rail (NPR)
- Transpennine Route Upgrade (TRU)
- Calder Valley Line
- East Coast Mainline

Members discussed the key rail issues which were detailed in the report. Although a decision on the future of HS2 was still awaited, the Government had recently announced that the Northern Rail franchise will be brought under Government control and transferred to the Operator of Last Resort (OLR) from 1 March 2020.

It was considered that this action would help to restore passenger confidence and provide an opportunity to rebuild some stability and reliability to services. It was however recognised that the changes would not happen immediately to address the fundamental issues affecting the North's rail network. Members stressed that further investment in the network was vital and for the Government to commit to devolution. It was noted that the Combined Authority will continue to work with Transport for the North, and is also developing a 'Rail Connectivity Vision' which will form part of the Combined Authority's Rail Strategy.

Members looked forward to the publication of the Williams Review and a report would be brought to a future meeting.

**Resolved:** That the agreed rail priorities and the progress towards their delivery be noted.

## 68. Future Bus Options

The Combined Authority considered a report of the Director of Transport Services on future bus options.

Members discussed the report which provided an update on the sale of First West Yorkshire Ltd including, but not limited to, potentially participating in the sale.

The Authority had previously resolved to explore options arising from the sale of the company and had approved expenditure of up to £200,000 to commission legal and technical advice. It was noted that the sale of First West Yorkshire Ltd has now been delayed. Whilst work would continue to identify available options should the sale process proceed, it was agreed to use part of the previously approved funding to undertake preparatory work to understand the process and implications of adopting bus franchising powers should a devolution deal be secured. It was noted that further funding would be required to progress franchising and/or acquisition of the company.

Members welcomed the announcement for a £220 million funding package in respect of the Government's commitments to deliver a better deal for bus users. This included local authorities being able to bid for funding to improve current services and restore lost services and the development of 'superbus' networks and an electric bus pilot. The Combined Authority would discuss the opportunities with the Department for Transport, emphasising the need for an ongoing commitment to future years funding and a report would be brought to a future meeting.

**Resolved:**

- (a) That the current position in respect of the potential sale of First West Yorkshire be noted and the continuing work to identify the options available should the sale process proceed be endorsed.
- (b) That a further report be brought to a future meeting setting out the process and implications of adopting bus franchising powers.

**69. Leeds City Region Mass Transit**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on Leeds City Region Mass Transit.

The report provided an update on mass transit, including the emerging conclusions from the advanced mass transit market testing which suggest a mass transit system would likely be comprised of a mixture of technologies including bus, bus rapid transit and light rail. It was noted more work is continuing on options with district partners and a report would be brought to a future meeting.

It was noted that the Leeds City Region Transforming Cities Fund submission included a £20 million 'ask' for mass transit development funding. The West Yorkshire Leaders have written to the Prime Minister highlighting mass transit as a key priority for the region and the need for Government's commitment had been stressed at the recent meeting with the Transport Secretary and Northern Powerhouse Minister.

Members discussed the need for early preparatory works to enable initial development work for mass transit across the Leeds City Region and a report would be brought to the next meeting.

**Resolved:**

- (a) That the emerging conclusions from the advanced urban transit market testing be noted.
- (b) That in advance of further capital approval being sought for mass transit development from the Combined Authority in April 2020 (subject to consideration through the Assurance Framework), early preparatory works to plan for mass transit across the Leeds City Region continue to be undertaken.

## **70. Leeds City Region Sustainable Drainage Systems Guidance**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on the Leeds City Region Sustainable Drainage Systems Guidance (SuDS).

It was noted that following a recommendation of the Leeds City Region Flood Review, a draft Guidance had been prepared in conjunction with partner councils, members and stakeholders to raise the profile of SuDS and promote their use in a greater range of new developments. The Guidance sets out the aspirations of the City Region in respect of sustainable methods to limit flooding and improve the environment. It will also contribute to measures to address the climate emergency and align with the clean growth agenda by supporting the objectives of the City Region's Green and Blue Infrastructure Strategy and Delivery Plan.

The report provided a summary of the Guidance and Members considered and approved the final draft which was attached at Appendix 1. In order to ensure its relevance, the Guidance would be kept under review and a report brought to a future meeting.

**Resolved:** That the final draft of the Leeds City Region Sustainable Drainage System (SuDS) Guidance be approved.

## **71. Corporate Planning and Performance**

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

An assessment of progress against the 2019/20 Corporate Plan headline indicators was set out in Appendix 1. It was noted that a refresh of the Corporate Risk Management Strategy had been undertaken and a summary of the current strategic risks was also provided in Appendix 1.

An overview of 2019/20 current spend to budget as at November 2019 was provided in Appendix 2 and it was noted that there were no 'red' areas of concern to report.

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

## **72. Minutes for Information**

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

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





**Report to:** West Yorkshire Combined Authority

**Date:** 16 April 2020

**Subject:** **Covid-19**

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

**Author:** Henry Rigg

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

## 1. Purpose of this report

- 1.1 To provide an update on the latest response activity to the COVID-19 outbreak of the Combined Authority and Leeds City Region Enterprise Partnership. Due to the fast-moving nature of this item, a further verbal update or paper update will be provided at the meeting.

## 2. Information

- 2.1 The final impact of COVID-19 on the Leeds City Region will not be known for some time. Although the UK Government are expecting the impact of the virus to be temporary, it is already clear that it will be significant, and is likely to have a lasting impact for both individuals and the economy. This will necessitate a review of our strategies relating to industry, employment and skills, business support, innovation and inclusive growth, in order to position the region as strongly as possible for economic recovery.

### Business support response

- 2.2 Acknowledging that first and foremost Covid-19 is a matter of health and public safety, it is also an economic emergency with very serious implications for businesses, individuals and their livelihoods. As a LEP, we have a key role in supporting businesses in the city region as much as possible in managing the economic implications. The following areas have already been highlighted by businesses in conversation with the business support service as key issues:

- Significant workforce issues - with businesses having to let staff go or move to reduced working hours, implications from self-isolation and from recent school closures.
- Cash flow issues - are leading to an inability to pay wages or service contracts.
- Trading issues - a direct or in-direct decrease in customers and orders leading to lower trade; supply chain disruption, particularly from China and Italy, stock shortages particularly in smaller food stores.
- Decreased investment – major decisions on hold, although some increased digital investments to support remote working.
- Sector specific issues - sectors and sub-sectors most affected to date in terms of business concerns reported are hospitality, retail and leisure, manufacturing (across all elements, but particularly automotive, aerospace and medical equipment), and also businesses involved in holding, and supplying to, events (of all sizes, UK and overseas) and those that have schools and colleges as primary customer markets. Construction and their supply chains are also impacted.
- Uncertainty – particularly around the access to Government support, areas where there is currently little provision, and around key workers and what is viewed as essential business activity.

2.3 The central part of the LEP's response is supporting businesses to access the funding and support that has been made available by central Government to employees and businesses. At a city region level, additional COVID-19 action being undertaken by the LEP includes:

- The Business Support Gateway and the team of 19.5 SME Growth Managers are receiving an increasing number of enquiries from businesses related to Covid19. High number of enquiries, circa 100 per day, across all formats. Using social media / digital tools to reach more businesses and divert pressure from the phone lines.
- Working closely with Local Authorities, HMRC, banks and other LEPs to ensure we have the detail and access routes for the Government products and for the Growth Managers and wider support team to signpost. The LEP are communicating updates quickly and effectively to businesses and intermediaries via the website, a specific edition of the SME eNewsletter (over 11,000 business contacts), social media channels, and via the Gateway and Growth Managers.
- The LEP is working closely with the University of Huddersfield's Supply Chain Development programme to support businesses with supply chain issues. This can include sourcing of Leeds City Region and UK suppliers where access to overseas supply lines have been hampered, and assistance with understanding current global supply chain issues for specific sectors.
- The LEP continues to lead the Growth Hub Yorkshire and Humber Cluster and work with Government, and neighbouring hubs in the region, to provide direct access to the support for businesses. This included delivery of a webinar series in March in partnership with the Growth Hub Network covering key issues for businesses, such as cashflow, business

travel, remote working and effective use of ICT, contractual issues, and supplier and customer relations.

- The LEP's business-facing teams and the Growth Managers are undertaking client meetings remotely via the use of ICT wherever possible and will use private transport if client visits are necessary e.g. appraisal visits for flood support grants.
- In line with a national call for support, the LEP is working with the University of Huddersfield, Make UK and BEIS to support businesses that can support with medical equipment, medical supplies and testing facilities.
- Re-purposing some of our support programmes to focus on on-line provision and webinars on key topics, such as ICT for home-working, contingency planning and access to finance, including the new interruption loan fund.

2.4 The Combined Authority and LEP are also doing everything possible to work with central government, and the other Mayoral Combined Authorities across England to make sure there is sufficient support available for businesses. A note to Government was provided in mid-March to influence the development of national programmes, including tax measures, and we continue to be in conversation on what more is required. This is attached at **Appendix A**. In particular we have highlighted the current gap in provision for self-employed / micro firms with no business premises and issues for businesses supplying into the retail, leisure and hospitality sectors; both evidenced by the number of enquiries we have received through the business support service.

2.5 Work is also being undertaken to consider at this early stage the potential work required to support the economic recovery of the region, including the possible requirements of businesses, and the role that the Combined Authority and LEP can play. More work on recovery planning is underway and a further update will be provided at the meeting.

#### Public Transport Response

2.6 Since 16 March the public transport network has reduced to a service aimed at helping key workers get to work and for essential shopping trips. As of 6 April, bus and rail services are carrying around 10% of usual ridership largely based on an hourly service frequency. The key worker network is being kept under review and is being adapted to meet changing needs and to prevent any social distancing risks. The Combined Authority will support arrangements to provide staff transport to the Nightingale Hospital in Harrogate.

2.7 The Combined Authority is leading on co-ordinating travel information for key workers through its online wymetro.com service and Metroline contact centre. Bus stations remain open and staffed however it has been necessary to close the Travel Centres under the restrictions on non-essential retail. Similarly, retail tenants in bus stations have closed and this will impact on tenancy income. A skeleton school bus service is serving those schools remaining open for the children of key workers. The Combined Authority is also supporting the wider activity around the emergency and is an active participant in the Local Resilience Forum Strategic Coordination Group.

- 2.8 The sudden reduction in patronage and the closure of non-essential retail is having a significant impact on the finances of both the bus industry and the Combined Authority. Acting through the Urban Transport Group and direct dialogue between Cllr Blake and the Buses Minister Baroness Vere, the Combined Authority has worked closely with the Department for Transport on a package of support to the bus companies and Local Transport Authorities.
- 2.9 Emergency grant support has been made available by the Department for Transport both direct to bus operators and to the Combined Authority. As a condition of grant support, the Combined Authority will take the lead on securing a Key Worker Bus Service for the duration of the emergency and recovery period and that an “open book” approach to all public sector funding support to the bus sector to ensure it is targeted to need and any risks of overcompensation are mitigated. As part of this package, the Combined Authority will maintain payments for concessionary fares and tendered bus services at the same rate as applied prior to the pandemic.

#### Internal preparations

- 2.10 In terms of our internal organisational preparations for COVID-19, we are responding to the situation in line with our incident management and business continuity procedures and have instigated a “gold command” response. Through gold command (which comprises Senior Leadership Team and other senior officers).
- 2.11 In terms of business continuity, each of our teams have updated their existing service level plans to ensure that there are appropriate contingency plans in place to deliver frontline and business critical services. Through this process each service area has specifically considered scenarios relating to high levels of staff absence, the ongoing requirement for staff to work remotely for a sustained period of time and the impact of potential shortages in obtaining critical goods/services. These service level plans are now being put into action.
- 2.12 We are proactively communicating with staff on the latest Government advice through regular emails, a dedicated section on our intranet and Frequently Asked Questions. Managers are also receiving more tailored advice on how to support their staff and directing them to support from HR where required. UNISON is also being kept fully briefed on our actions and approach.
- 2.13 In terms of other measures that have been put in place to respond to Government guidance these include:
- Moved to a model of homeworking for all staff who are able to do so and provided additional ICT equipment and network capacity to enable more efficient remote working;
  - Supported frontline staff in bus stations to continue with their day to day activities and provided advice on social distancing;
  - Holding conference calls with no face to face meetings taking place;

- Worked with staff to enable people to plan their working time around family/caring responsibilities
- Identified key workers in line with Government guidance; and
- Closed our City Exchange and Wellington House offices.

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

- 3.1 The reduction in travel by people has had a notable positive impact on air quality and carbon emissions, particularly in urban areas. However, the longer term impact on people's willingness to use public transport, and consequential impact on the challenges of modal shift, is still to be determined.

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

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

### **5. Financial Implications**

- 5.1 The emergency will have a particular impact on the income expectations in the Combined Authority's budget where the cost of transport activities are partly met by fare income, commission on MCard sales, advertising revenue and tenancy payments all of which are adversely affected by the current situation. The impact will be reported through the periodic budget updates to the Combined Authority. The particular financial impact on Local Transport Authorities has been reported to the Department for Transport through the Urban Transport Group and Cllr Blake's representations to the Minister.

### **6. Legal Implications**

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

### **7. Staffing Implications**

- 7.1 Implications on staff as set out above in organisational response.

### **8. External Consultees**

- 7.1 Information about engagement with partners is contained in the report

### **9. Recommendations**

- 9.1 The Combined Authority is asked to note this update.

### **10. Background Documents**

None.

### **11. Appendices**

Appendix 1 – Note to Government on Business Support Interventions

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**Date: Tuesday 24 March 2020**

**Subject: LEP Board coronavirus (Covid-19) business support update**

As the impact of coronavirus (Covid-19) continues to grow, the Leeds City Region Enterprise Partnership (LEP), in partnership with the West Yorkshire Combined Authority, has put in place a route for businesses to access support. Our officers and partners are urgently working through the detail of recent Government announcements to ensure that we offer the latest information and guidance.

This update provides an overview of how businesses can access support through the CA/LEP, the latest Government business support announcements and the measures the CA/LEP is taking to provide extra assistance.

### **Key messages**

- There is help and guidance available for businesses at this difficult time. As a first point of contact, businesses can access CA/LEP business support through the helpline on 0113 348 1818, or email [businessgrowth@the-lep.com](mailto:businessgrowth@the-lep.com) to connect to relevant information and support.
- We have set up a webpage with links to Government support and information here:- [the-lep.com/COVID19](http://the-lep.com/COVID19)
- We are sharing this via social media from @LeedsCityRegion and through the communication channels of our partner Local Authorities.
- Government has announced a range of measures to support businesses to deal with the impact of coronavirus (Covid-19). In some areas, indicated below, we are awaiting further guidance from Government as to how schemes will be delivered. We are updating the webpage on a daily basis.
  - Eligible small and medium sized businesses will be able to reclaim Statutory Sick Pay paid for sickness absence due to Covid-19 for up to two weeks per individual. The Government will work with employers over the coming months to set up the repayment mechanism for employers as soon as possible. A rebate scheme is being developed. Further details will be provided in due course once the legislation has passed.
  - There is a 12-month business rates holiday for all retail, hospitality and leisure businesses in England. Businesses that received the retail discount in the 2019 to 2020 tax year will be rebilled by their local authority as soon as possible.
  - Grant funding of up to £25,000 will be available to retail, hospitality and leisure businesses with property with a rateable value between £15,000 and £51,000. Local authorities will write to a business if it is eligible for this grant.

- A small business grant of £10,000 is available for all business in receipt of small business rate relief or rural rate relief. Businesses do not need to apply for this. Local authorities will pay this directly to businesses from early April.
- The Coronavirus Business Interruption Loan Scheme offers loans of up to £5 million for SMEs with a turnover under £41 million and is supported by the British Business Bank. This will be available from week commencing 23 March and is being developed through commercial lenders [listed here](#).
- A new lending facility from the Bank of England has been launched to help support liquidity among larger firms under the new Covid-19 Corporate Financing Facility. The Bank of England will buy short term debt to help larger firms with a credit rating of A-3 / P-3 / F-3 / R3 (from at least one of Standard & Poor's, Moody's, Fitch and DBRS Morningstar as at 1 March 2020). This will help businesses to bridge coronavirus disruption to their cash flows through loans and will be available from week commencing 23 March.
- Any business or self-employed people in financial distress and with outstanding tax liabilities may be eligible for support with tax. This is decided on a case by case basis by HMRC, through a dedicated helpline: 0800 0159 559.
- The Government is to pay 80% of wages for employees not working, up to £2,500 a month. HMRC are working urgently to set up a system for reimbursement, existing systems are not set up to facilitate payments to employers. We are awaiting further guidance from HMRC.
- The Government is supporting businesses by deferring Valued Added Tax (VAT) payments for three months, this is an automatic offer with no applications required.
- For people who are self-employed, Income Tax payments due in July 2020 under the Self-Assessment system will be deferred to January 2021. This is an automatic offer with no applications required.
- We are sharing the call from the Department for Business, Energy and Industrial Strategy for businesses who have the potential to support the supply of ventilators and other medical equipment to register and support the national effort. We know businesses in Leeds City Region have offered their support and have already referred twelve businesses from the region to Government.
- We are promoting the Supply Chain Support programme led by the University of Huddersfield that can help businesses analyse and improve their current supplier arrangements, including support to develop new supply chain models and source UK suppliers.

### **What is the LEP planning over the coming weeks and months to help businesses?**

- For businesses requiring ongoing support, we will provide assistance through our dedicated team of SME Growth Managers, our business-facing teams and



from partner organisations such as Local Authorities, universities, the Department for International Trade and the Chambers of Commerce. This will ensure businesses are linked directly to new support as it becomes available. We will continually update information and advice to make sure businesses have access to the latest support available. We are liaising with all our partner councils, sharing information and ideas about how businesses can be supported. This includes the potential to provide redundancy and employment support packages in partnership with Local Authorities through the Employment Hubs.

- In addition to providing assistance to businesses to access Government support, we have also begun to develop proposals for what else we could do to help. We are already engaged with Government to develop ideas about what more can be done. We are also planning to engage with stakeholders including our large businesses, banks and professional services to understand how we can best work together and share intelligence. This will include broadening the support available from our Investment Readiness programme to a much wider business audience, helping to ensure that firms can get access to the finance that they need, including the recently announced loan products from Government.

#### **What extra resource does the LEP have for dealing with coronavirus (Covid-19) related enquiries from businesses?**

- The LEP has increased the number of Growth Managers in partnership with Local Authorities. By investing in this much-valued resource, there are now 19 'on the ground' account managers working directly with over 1,200 businesses, linking them to the right support at the right time to help them tackle the challenges facing them.
- In addition, the LEP and its partners have several other business-facing teams that will be redeployed to support firms of all sizes.
- The LEP also has strong and trusted working relationships with many professional services companies across the region, and these are being utilised to share knowledge and expertise with SMEs

#### **How can Leeds City Region businesses support the nation in its response to coronavirus (Covid-19)?**

- If businesses can supply ventilators, ventilator components or other medical equipment, they can register with the Department for Business, Energy and Industrial Strategy and support the national effort. Visit our website for the link to register here: <https://ventilator.herokuapp.com/>

As further requests come forward from Government, we will communicate these and support businesses in responding.

#### **Contact details**

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**Report to:** West Yorkshire Combined Authority

**Date:** 16 April 2020

**Subject:** **Devolution Deal for West Yorkshire – Initial Deal Endorsement and Review of Governance Arrangements**

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

**Author:** Emma Longbottom

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

## 1. Purpose of this report

- 1.1 The West Yorkshire “minded-to” Devolution Deal announced as part of the Budget in March 2020 offers the opportunity for the region to receive functions and funding additional to that received under previous Deals in return for adopting the model of a directly elected Mayor by May 2021. The Deal has the potential to benefit the region by unlocking central government funding and powers to allow more local and accountable decision making.
- 1.2 The “minded-to” Deal is the starting point leading ultimately to the adoption of a mayoral combined authority model with additional functions which will require an Order of the Secretary of State. Each council and the Combined Authority will need to agree specific actions as part of the statutory procedures which must be followed before the Secretary of State may grant such an Order. These are set out in more detail below but include carrying out a statutory Review of constitutional arrangements and functions for the proposed electoral area and preparing and adopting a Scheme which will then go out to public consultation. Councils and the Combined Authority will subsequently have the opportunity to consider the representations received before deciding to submit the Scheme to the Secretary of State setting out proposed arrangements, along with a summary of consultation responses. The consent of each council and the Combined Authority will subsequently be required to the making of the Order.

1.3 This report seeks members' endorsement to the "minded to" Deal. It also seeks agreement that a statutory Review to be undertaken jointly by the Constituent Councils and the Combined Authority, and for a further report to be prepared in due course to include a draft Scheme for consideration (subject to the outcome of the Review).

## **2. Information**

2.1 The Deal will devolve a range of powers and responsibilities to West Yorkshire Combined Authority, supporting the region to drive economic growth and prosperity within its communities and across the North of England. It will build upon the area's history of collaboration to maximise this investment and increase its contribution to the national economy.

2.2 The Local Authorities of the West Yorkshire Combined Authority and Government have agreed an initial devolution deal which will provide powers and funding to enable the region to make progress as a significant step forward towards achieving that ambition.

2.3 The City Region partnership has grown and strengthened over more than a decade, from the Leeds City Region Leaders Board to the West Yorkshire Combined Authority working with the Leeds City Region Enterprise Partnership (LEP).

2.4 The City Region's Councils and the LEP secured the area's City Deal in 2012 and a £1bn Growth Deal in July 2014. This success has enabled the City Region to make a strong start:

- bringing close to £3 billion public and private sector investment into the region to boost growth and jobs
- set to create 20,600 jobs and add £2.1 billion a year to the economy by 2031
- putting in place a £1 billion package of transport investment to upgrade transport links, making it easier for people and businesses to get around
- helping 4,800 businesses to grow since 2011, unlocking close to half a billion pounds of private sector investment
- creating over 4,300 work opportunities for young people aged 16-24, including 3,837 apprenticeships adding an expected £1.4 billion to the economy by 2020 as a result of work over the past four years.

2.5 West Yorkshire's ambition is to go much further to address historic and emerging challenges, including the need to improve air quality and tackle the climate emergency. With a population of over 2.3 million people and a GVA of over £55bn p.a., West Yorkshire offers enormous potential. Sizeable parts of West Yorkshire enjoy a great quality of life, good wages, and lower living and housing costs, and for many the region is a great place to live, work, visit and invest. But substantial long-term investment and greater powers are needed, to tackle the challenges facing the region, and to harness its huge economic opportunity for the benefit of people in the region and for the whole UK.

- 2.6 The West Yorkshire Deal will unlock significant long-term funding and give the region greater freedom to decide how best to meet local needs and create new opportunity for the people who live and work there. This agreement is the first step in a process of further devolution. The Government will continue to work with West Yorkshire on important areas of public service reform and infrastructure investment, to support inclusive economic growth in towns, cities and rural areas whilst tackling the climate emergency.
- 2.7 The following section of the report provides: a summary of the key elements of the “minded-to” Deal in terms of devolved powers and funding commitments; a description of the mayoral combined authority model; the process for its establishment; a summary of other associated changes set out in the Deal; the Review geography and scope; and the key elements of any subsequent Scheme. The Deal text is attached as **Appendix 1** to this report for endorsement.

### **Deal proposals**

- 2.8 The devolution deal includes the following headline commitments:
- £38m for 30 years into West Yorkshire Investment Fund with a 25%/75% capital/revenue split
  - Government commitment to work with West Yorkshire to develop modern mass transit system through access to a new five-year integrated transport settlement
  - £317m from the Transforming Cities Fund to dramatically improve access to public transport, cycling and walking
  - Access to bus franchising powers
  - Control of the £63m annual Adult Education Budget for West Yorkshire to closer align spending on skills to the opportunities and needs in the local economy
  - A £25m heritage fund to support the development of a British Library North in Leeds
  - £500,000 of Government funding to support masterplanning in Bradford City Centre to maximise regeneration opportunities from Northern Powerhouse Rail
  - £75,000 to support the creation of a Digital Skills Partnership
  - The creation of a West Yorkshire Mayor to be elected in May 2021
  - A commitment to work towards policing and crime powers to be transferred to the Mayor in 2024.
  - Government commitment to engage with the Combined Authority on priorities emerging from the Future Ready Skills Commission
  - Access to the Government’s new Brownfield Regeneration Fund to support housing growth and £3.2m to support the development of a pipeline of housing sites across West Yorkshire.
  - £200,000 funding to support the work of the Yorkshire Leaders Board

- 2.9 Under the deal, West Yorkshire Combined Authority would retain its current powers in relation to economic development, regeneration and transport functions (with the Mayor taking responsibility for preparing the transport plan and strategies). Working with the Mayor, these functions will be strengthened with additional powers as set out in legislation:
- Finance – power to borrow up to an agreed cap for non-transport functions
  - Adult education and skills functions
  - Economic development – duty to prepare an assessment of economic conditions
  - Housing functions relating to compulsory purchase (subject to the consent of the constituent council affected by the exercise of the function), plus provision of housing and land, land acquisition and disposal, and development and regeneration of land
  - Transport powers to set up and coordinate a Key Route Network on behalf of the Mayor (unless otherwise agreed locally, all operational responsibility for Key Route Network roads will remain with the constituent councils)
  - Powers to collect contributions from utility companies for diversionary works needed as a result of highways works carried out on the Key Route Network
  - Powers to operate a permit scheme designed to control the carrying out of works on the Key Route Network
  - The Combined Authority will be able to seek consent to raise a Strategic Infrastructure Tariff
- 2.10 The Deal also proposes that directly elected Mayor for the West Yorkshire Combined Authority would autonomously exercise their new functions with personal accountability to the electorate, devolved from central Government and set out in legislation. These functions will be:
- The functional power of competence
  - Housing and planning
    - i. Statutory spatial planning powers to produce a spatial development strategy; exercisable with the unanimous consent of the constituent authorities
    - ii. Power to designate a Mayoral Development Area and then set up a Mayoral Development Corporation (subject to the consent of the council in whose area this would apply)
    - iii. Housing and land acquisition powers (subject to the consent of the council in whose area this would apply) to support housing, regeneration, infrastructure and community development and wellbeing.
  - Finance:
    - i. Power for the Mayor to set a precept on council tax to fund Mayoral functions (resulting from the setting of the Mayoral budget as set out below),
    - ii. Power to charge business rate supplement (subject to ballot)
  - Transport
    - i. Power to draw up a local transport plan and strategies (The Combined Authority will be able to amend the Mayor’s transport strategy if a majority of members agree to do so)

- ii. Power to request local regulations requiring large fuel retailers to provide Electric Vehicle charging points
  - iii. Bus franchising powers
  - iv. Ability to pay grants to bus service operators
- Police and Crime Commissioner (PCC) functions from the Mayoral election in 2024 (please see para 2.20 below)

### **Mayoral combined authority model**

2.11 To secure the functions and funding set out above, the Government requires a mayoral combined authority to be established and the election of a directly elected Mayor by 2021 for the area of the 5 West Yorkshire authorities of Bradford, Calderdale, Kirklees, Leeds and Wakefield (the Constituent Councils).

2.12 As reflected in the Deal, the proposed Mayoral Combined Authority would provide local accountability and exercise decision-making including over newly-devolved functions and funding in relation to transport, skills, economic development and regeneration, and allow for strategic prioritisation across the Combined Authority's area and integrated policy development.

2.13 [Appendix 2](#) outlines the key features of any mayoral combined authority.

2.14 The Governance section of the Deal (Appendix 1) include the proposed constitutional arrangements. Key features of the constitutional arrangements are:

- **Membership:**

Voting members to include:

- i. The elected Mayor
- ii. Five elected members, one appointed by each of the five Constituent Councils
- iii. Three elected members agreed by the Constituent Councils to reflect the balance of political parties across the Combined Authority area

In addition there will be:

- i. An elected member appointed by the city of York Council (which will remain as a non-constituent member of the West Yorkshire Combined Authority)
- ii. The Chair of the Leeds City Region LEP

These members will be non-voting unless the Combined Authority resolves to give them a vote on any issue.

- **Voting arrangements in relation to non-mayoral functions:**

The Mayor will have one vote as will all other voting members of the Combined Authority. Any questions that are to be decided by the combined Authority are to be decided by a simple majority of the members present and voting, unless otherwise provided for in legislation. Where the decision relates to a new function which the Combined Authority acquires pursuant

to the Deal, or where required by the Authority's constitution, that majority must include the vote of the Mayor.

In addition, for the following decisions the majority of members must include the consent of three of the five members for the Constituent Councils (but not that of the three additional Constituent Council members appointed for political balance):

- i. Approving the Combined Authority's budget (excluding decisions which relate to the Mayor's budget)
- ii. Setting a levy

- **Constraints on the Mayor's decision-making**

The Mayor will be required to consult the Combined Authority on their strategies, and this will be subject to the following specific conditions:

- i. The spatial development strategy will require the unanimous consent of all five members for the Constituent Councils (but not that of the three additional Constituent Council members appointed for political balance)
- ii. The Combined Authority will be able to amend the Mayor's budget if five eighths of the members agree to do so;
- iii. The Combined Authority will be able to amend the Mayor's transport strategy if a majority of members agree to do so

### **Process for enacting the deal**

2.15 The Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act) sets out statutory processes to be followed before any Order is made to:

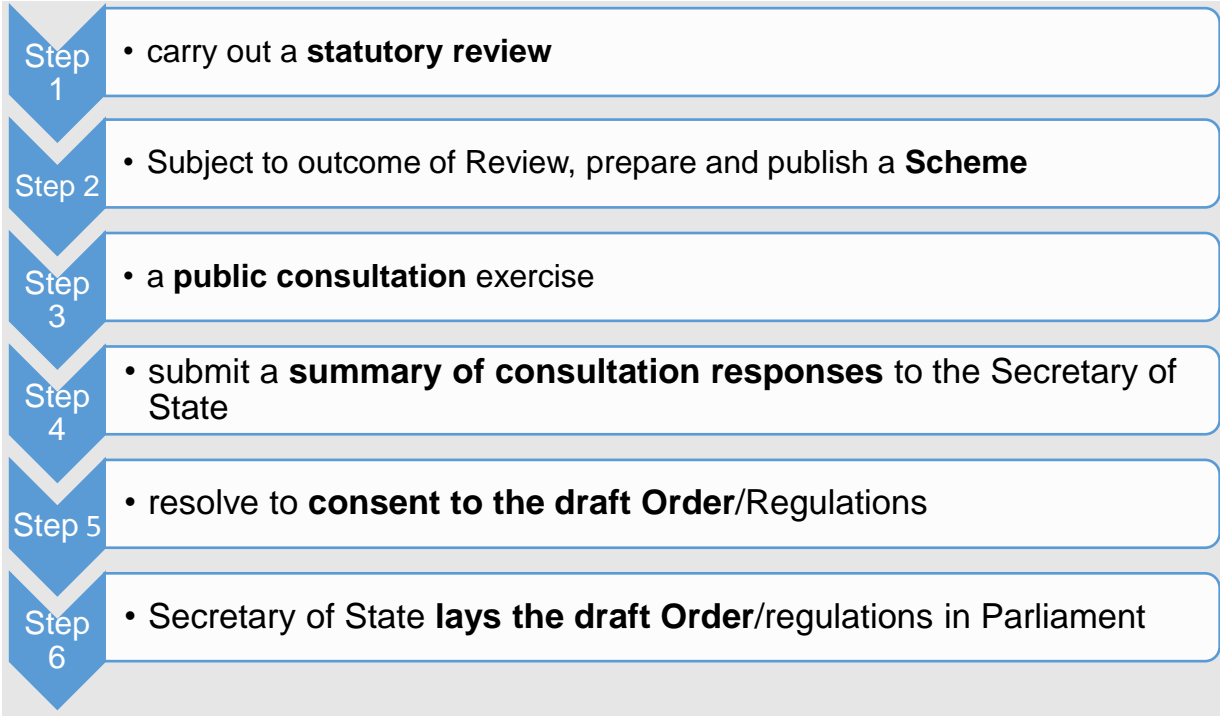
- a) adopt a mayoral combined authority model
- b) provide for the Mayor to carry out and delegate mayoral general functions
- c) provide for the joint exercise of general functions by the Mayor
- d) change the constitutional arrangements of a Combined Authority (voting, membership)
- e) delegate Secretary of State functions to the Combined Authority, and
- f) delegate local authority functions concurrently to the Combined Authority.

2.16 Each aspect listed in 2.15 above has a specific statutory procedure to be followed. In addition, the consent of each Constituent Council and the Combined Authority is required to any Regulations giving the Combined Authority powers to borrow for non-transport functions.

2.17 It is proposed that the process set out in the flow chart below is followed. This process addresses all statutory procedural requirements, facilitates an understanding of the overall impact of the changes, and maximises engagement with stakeholders including the public. Further details about each step are set out in [Appendix 3](#).



2.18 **Flow chart of proposed process:**



2.19 Appendix 4 to this report is a timeline which outlines the main decisions and estimated timescales involved in obtaining the necessary secondary legislation to implement the 2020 Deal. Significant parts of the process are outside of the control of the Constituent Councils and the Combined Authority (the Secretary of State drafting the Order and placing it before Parliament).

2.20 The Deal does not include proposals to transfer public functions relating to fire and rescue to the Mayoral Combined Authority. It does, however, anticipate that responsibility for West Yorkshire PCC functions will be taken by the Mayor from 2024, which was the earliest practicable lead time based on the then imminent PCC elections scheduled in May 2020. However, the current pandemic has also led to the PCC elections being delayed to May 2021. This provides an opportunity to align the Combined Authority and PCC functions earlier than originally considered as part of the Deal negotiations, ie into the 2021 election. This opportunity has arisen subsequent to partner councils considering the implications of the Deal and is currently being examined. If it is decided that alignment in 2021 is desirable then this would be addressed through the review and scheme preparation and subsequent consultation.

**Review area**

2.21 The proposed area of the Review is the Combined Authority’s area, namely the area which comprises the Constituent Councils of Bradford, Calderdale, Kirklees, Leeds and Wakefield. It is proposed that the Combined Authority jointly carries out the review with the Constituent Councils.

2.22 Options to enable wider collaboration will be explored as part of the Review, including the wider City Region, Yorkshire and the North.

### **Carrying out the review and preparing a draft Scheme**

2.23 It is proposed that the Combined Authority's Managing Director, in consultation with the Chief Executive of each Constituent Council carries out the Review on behalf of the Constituent Councils and the Combined Authority.

2.24 It is also proposed that the Combined Authority's Managing Director be asked to prepare a draft Scheme for consideration by the Constituent Councils and the Combined Authority, subject to the outcome of the Review. It is proposed that a project group of officers drawn from the Constituent Councils and the Combined Authority contribute to the Review and to drafting the Scheme. The project group will be multi-disciplinary and provide expertise including on transport, economic development, and other relevant functions.

### **Review scope**

2.25 The Review will be required to test the proposition, including by drawing on evidence from stakeholders, that any Order relating to the proposed constitutional arrangements or conferral of functions to the Combined Authority would be likely to improve the exercise of statutory functions.

2.26 Specifically, the Review would need to consider the relevant systems, structures and procedures that are in place across the area to make decisions, set strategy, manage delivery, assess performance and report on progress. Analysis of options (such as leaving existing governance unchanged, strengthening or restructuring existing governance arrangements, or adopting a mayoral combined authority model) would be undertaken.

2.27 Any final report of the Review process which concludes that the proposed revised constitutional arrangements and the additional functions proposed to be exercised by the Combined Authority would be the most beneficial option in terms of improved outcomes would in effect provide the business case for the mayoral combined authority arrangements. It would inform the preparation of a Scheme of governance.

### **Scheme**

2.28 The Scheme would form the basis for a revised Order establishing the mayoral combined authority. It would contain information on:

- proposed membership, voting and any other constitutional arrangements;
- functions to be conferred on the mayoral combined authority and how they are exercised, that is, by the Combined Authority, concurrently with Constituent Councils or by the Mayor (including any constraints or limitations to the Mayor's powers);
- any changes to the way in which the Combined Authority will be funded, including power for the Mayor to issue a precept, or prudential borrowing

powers for functions other than transport;

- practical arrangements, including any property transfers and ensuring transparency via enhanced scrutiny arrangements.

2.29 It will be important to ensure that any revised sub-regional arrangements secure and enhance effective working arrangements between the Mayoral Combined Authority and the Constituent Councils and their democratic arrangements, to facilitate a joined-up and collaborative approach to policy, delivery and decision-making.

### **Next Steps**

2.30 With regard to next steps, it is proposed that (subject to the outcome of the statutory Review) a draft Scheme is prepared for consideration by Constituent Councils and the Combined Authority before the wider public consultation and with business and other stakeholders. It is proposed that there is one consultation exercise co-ordinated by the Combined Authority, but that this is led by each council in relation to their district. Following this, a summary of consultation responses will be brought back to the Constituent Councils and the Combined Authority to approve before the Scheme is submitted to the Secretary of State. The impacts of the Coronavirus pandemic may impact on these future next steps and the timeline to May 2021.

2.31 Details of the Scheme would then be embodied in the draft statutory Order to establish a mayoral combined authority, and consents sought in due course from each of the Constituent Councils and the Combined Authority in respect of the draft Order and any related Regulations.

2.32 Each of the Constituent Councils have now formally endorsed the Deal, agreed to be party to the joint Review, and agreed to the further steps outlined above.

## **3. Clean Growth Implications**

3.1 As part of the Deal text, the Government has welcomed West Yorkshire's commitment to becoming a net zero carbon economy by 2038, with significant progress by 2030. Although there are no immediate implications on Clean Growth arising as a direct result of the report, the Review and Scheme to be commissioned and considered and consulted upon will look at the potential for Mayoral Combined Authority governance arrangements to deliver West Yorkshire's clean growth ambitions.

## **4. Inclusive Growth Implications**

4.1 Inclusive Growth is a key priority for West Yorkshire Combined Authority and the LEP. Although there are no immediate implications on Inclusive Growth arising as a direct result of the report, the Review and Scheme to be commissioned and consulted upon will look at the potential for Mayoral Combined Authority governance arrangements to deliver West Yorkshire's Inclusive Growth ambitions.

## **5. Financial Implications**

- 5.1 The Deal includes a number of flagship funding arrangements including £38m for 30 years into the West Yorkshire Investment Fund, £317m from the Transforming Cities Fund and control over the £63m annual Adult Education budget. The implications of these and the other funding provisions contained within the Deal will be considered as part of the Review and subject to future reports.

## **6. Legal Implications**

- 6.1 It is proposed that this decision is exempt from call-in on the grounds of urgency as any delay caused by the call-in process would prejudice the Combined Authority's and Constituent Councils' interests as delaying the start of the statutory Review process, which would have a significant detrimental impact on the proposed timeline set out in Appendix 4.
- 6.2 Statutory processes need to be followed, before any Order or regulations may be made to implement the Deal.
- 6.3 S101(5) Local Government Act 1972 provides that two or more local authorities (defined to include a Combined Authority) may discharge any of their functions jointly and may arrange for the discharge of those functions by an officer of one of the authorities.

## **7. Staffing Implications**

- 7.1 There will be staffing implications arising from the need to move at pace to undertake the necessary statutory process and to move to a mayoral model.
- 7.2 In due course, it is anticipated that the establishment of the Mayoral Combined Authority will have staffing implications in terms of additional resources to deliver the ambition of the Deal and these will be considered at the appropriate point to ensure operational effectiveness and efficiency of the Combined Authority.

## **8. External Consultees**

- 8.1 As part of the statutory process, as set out above, public consultation is required, with the results summarised and submitted to the Secretary of State before an Order creating the West Yorkshire Mayoral Combined Authority can be made (Appendices 3 and 4 set out more detail on the proposed process and timeline). A future authorisation will be sought to undertake a public consultation on an adopted governance Scheme and set out the consultation process and methodology including digital and other appropriate means in order to ensure accessibility. At the current time, the Coronavirus pandemic impacts on consultation methodologies and any decisions on the consultation approach would have to account for this.

## **9. Recommendations**

- 9.1 To note and endorse the Deal agreed and attached as Appendix 1 to this report.
- 9.2 To agree that the Combined Authority should be party, together with the five Constituent Councils of Bradford, Calderdale, Kirklees, Leeds and Wakefield – to a Review of the Combined Authority’s constitutional arrangements and of the functions carried out by the Combined Authority over the Combined Authority’s area, as set out in paragraph 2 of this report and pursuant to S111 of the Local Democracy, Economic Development and Construction Act 2009.
- 9.3 To authorise the Combined Authority’s Managing Director, in consultation with the Chief Executive of each Constituent Council, to carry out the Review on behalf of each Constituent Council and the Combined Authority.
- 9.4 To authorise the Combined Authority’s Managing Director, in consultation with the Chief Executive of each Constituent Council, and on behalf of each Constituent Council and the Combined Authority to prepare a draft Scheme for consideration by the Constituent Councils and the Combined Authority, subject to the outcome of the Review.
- 9.5 To note the provisional timetable set out in Appendix 4 to this report and the next steps including, if appropriate, the submission of a summary of the consultation to the Secretary of State by the end of July 2020, so that a mayoral combined authority model and associated changes may be adopted and implemented by May 2021, as set out in the Deal. Noting that this may be impacted by the Coronavirus pandemic.
- 9.6 To resolve that this decision is exempt from call-in on the grounds of urgency, for the reasons set out in paragraph 7.1 of this report.

## **10. Background Documents**

There are no background documents referenced in this report.

## **11. Appendices**

Appendix 1 – [Deal](#)

Appendix 2 – Key features of a mayoral combined authority

Appendix 3 – Proposed process

Appendix 4 – Timeline

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## **Agenda Item 6 – Appendix 1**

**Please see hyperlink to the Deal which is highlighted at para 11 of the report.**

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## **Appendix 2: Key features of a mayoral combined authority**

### **Role of the Mayor**

By law, for all mayoral combined authorities:

- the Mayor is Chair of the Combined Authority,
- the Mayor cannot be a constituent Council member- a vacancy arises if Council member is elected as Mayor, and
- the Mayor must appoint a Deputy Mayor to act in their absence.

### **Functions carried out by the Mayor**

A Mayor is responsible for carrying out “mayoral general functions”, on behalf of a mayoral combined authority. These are defined by a bespoke Order for each mayoral combined authority, reflecting the relevant Deal.

A Mayor also has statutory power to exercise bus franchising functions and may (subject to an Order) exercise Police and Crime Commissioner (PCC) functions.

### **Constraints on the Mayor**

An Order may prescribe conditions or limitations on how a Mayor carries out their general functions, such as a requirement that the function is exercised subject to the consent of a relevant local authority.

Decisions made by the Mayor will be subject to overview and scrutiny arrangements, including call-in.

### **Mayoral decision-making arrangements**

Mayoral general functions are exercisable by a Mayor in their individual capacity unless delegated by the Mayor:

- to the Deputy Mayor,
- to another Combined Authority member,
- to a Combined Authority officer,
- to a committee of the Combined Authority - but only where this has been authorised by the Order, or
- under joint arrangements – again, only as authorised by the Order.

### **Non-Mayoral functions**

Any function of a mayoral combined authority for which the Mayor is not accountable, is the responsibility of the mayoral combined authority, (that is, may be discharged collectively by all members of the mayoral combined authority, or delegated to committees or officers).

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## Appendix 3: Proposed process

### Step 1: Statutory review (S111 of the 2009 Act)

The Combined Authority and the five constituent councils must **carry out a review** of any matter in respect of which the Secretary of State may make an Order relating to the constitutional arrangements for, or the transfer of functions to, the Combined Authority. A review may also include any other matter which the Combined Authority can decide itself, without needing an Order.

### Step 2: prepare and publish a draft Scheme (S112 (1) of the 2009 Act)

If, further to the review, one or more of the constituent councils or the Combined Authority conclude that the an Order relating to constitutional arrangements or the transfer of functions to the Combined Authority would be likely to improve the exercise of statutory functions in the Combined Authority's area, they may **prepare and publish a Scheme** relating to any such Order. The proposal to adopt a Mayoral model and to transfer other public authority's functions to the Combined Authority would also be set out in the Scheme.

### Step 3: Public consultation on the proposals contained in the Scheme

A public consultation exercise is required before the Secretary of State makes an order relating to constitutional arrangements or the transfer of functions to the Combined Authority. It is proposed that the Combined Authority and the constituent councils would jointly carry out a consultation exercise in connection with any Scheme.

### Step 4: Submitting consultation responses to the Secretary of State

A **summary of the consultation responses** must be submitted to the Secretary of State with the draft Scheme. When deciding whether to make any Order relating to constitutional arrangements or the transfer of functions, the Secretary of State must consider whether the Order is likely to improve the exercise of statutory functions in the Combined Authority's area. The Secretary of State must also have regard to the need to

- reflect the identities and interests of local communities, and
- secure effective and convenient local government.

### Step 5: Consent to a draft Order/regulations

Some aspects of the Deal (for example, the allocation of general functions to the Mayor) require the Combined Authority and the constituent councils to **consent to a draft Order/Regulations**.

### Step 6: Secretary of State lays the draft Order/regulations in Parliament

Once required consents are given, the Secretary of State will lay any draft Order/regulations before Parliament for approval.

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## Appendix 4: Indicative timeline (as envisaged when Deal agreed)

Step	Action/Decision	When – proposed timescales	Who
1	Carry out <b>statutory Review</b>	April - May 2020	Each Constituent Council and the Combined Authority jointly
	Consider Review outcome and resolve: <ul style="list-style-type: none"> <li>• that an Order would be likely to improve statutory functions</li> <li>• <b>agree Scheme for publication</b></li> <li>• agree to consult public on the Scheme</li> </ul>	May 2020 (estimate 19 – 21 May)	Each Constituent Council, and the Combined Authority
2	<b>Publish Scheme</b>	End May 2020	Constituent Councils and the Combined Authority jointly
3	<b>Consultation</b>	End May 2020 - early July 2020	Constituent Councils and the Combined Authority jointly
4	Consider outcome of consultation and resolve to <b>submit a summary of responses to the Secretary of State</b>	End of July 2020	Each Constituent Council and the Combined Authority
5	Secretary of State approves proposals set out in Scheme and decides to lay draft Order/Regulations	September 2020	Secretary of State
5	<b>Consent to Order/Regulations</b>	End of September 2020	Each Constituent Council and the Combined Authority
6	<b>Order/Regulations laid</b>	October 2020	Secretary of State
	Order/Regulations made and final deal published	December 2020/January 2021	Secretary of State
-	Notice of Mayoral Election	March 2021	Mayoral Combined Authority
-	Election of Mayor	May 2021	-

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**Report to:** West Yorkshire Combined Authority

**Date:** 16 April 2020

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

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

**Author:** Craig Taylor

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## **1 Purpose of this report**

- 1.1 To put forward proposals for the progression of, and funding for, a number of West Yorkshire Combined Authority supported projects, including West Yorkshire plus Transport Fund (Transport Fund) and Growth Fund, for consideration by the Investment Committee at stages 1, 2 and 3 of the Combined Authority's assurance process.
- 1.2 One of the schemes being considered today was recommended by 5 March 2020 West Yorkshire and York Investment Committee.
- 1.3 One scheme has not have been considered by Investment Committee, which due to the current situation did not meet on 2 April 2020. However, in order to expedite scheme delivery and to avoid any delay (the next meeting of the Combined Authority is currently scheduled for June 2020) the report is being presented at this time. The recommendations within this report are based on recommendations from the Combined Authority's Programme Appraisal Team and those schemes would have been put to Investment Committee.

## **2 Integrated Clean Growth**

- 2.1 Through the Assurance Framework and other internal decision-making procedures, the Combined Authority will review and embed clean growth considerations into our activities.
- 2.2 Building on the recent work to strengthen how clean growth and climate change impacts are considered as part of all new schemes that come through the Combined Authority's Assurance Framework (Decision point 1 and 2), the Combined Authority are now in the process of procuring expert advice to frame and develop a robust quantifiable methodology for assessing all new scheme's predicted carbon emissions / wider clean growth impacts. This will include a review of existing Combined Authority schemes and additional

resource to support the development and implementation of the new assessments.

- 2.3 The development of the specification for the work (which has benefitted from active engagement and input from Leeds City Region local authorities) will allow the Combined Authority to map and detail the emissions footprint of the 180+ projects in the West Yorkshire Plus Transport Fund and Leeds City Region Local Growth Fund pipeline and provide technical advice and training support to project sponsors in the design and development of future investments. This will ensure that the business cases for these reflect the Leeds City Region Climate Emergency and that we can evidence that they will reduce carbon emissions (both directly and indirectly).
- 2.4 A tender has now been issued to the market with the intention of appointing a successful consultant (or consortium) by the end of the financial year. It should be noted that Leeds City Region local authority officers will be involved in the evaluation of tender responses working alongside Combined Authority officers. It is anticipated that the technical work will be completed by September 2020, with the training and support elements running throughout the year across a longer timeline.
- 2.5 Clean growth, including climate change, impact assessment / considerations are all now included in all Capital Spending and Project Approvals reports.

### **3 Impact of Coronavirus**

- 3.1 This is an unprecedented time and the Combined Authority, and our staff, consultants, contractors and suppliers are all having to adapt to new ways of working. Currently the impact that this has had on our programmes and projects has been minimal. However, while most projects on site are currently continuing to deliver, a number have flagged supply chain issues which are likely to cause delays to delivery.
- 3.2 We are still trying to understand the impact by setting up a tracker which looks to record impacts to each programme and project, which the Combined Authority and partners are regularly updating. Issues include:
  - Working from Home: The Combined Authority, partners and consultants have in the main closed their offices and the majority of staff are now working from home. Staff at the Combined Authority able to access our ICT systems fully and our broadband connection capacity has been increased to cope with the additional traffic of staff being at home and to date all is working well and efficiently and productivity has not suffered. There are some difficulties being reported from partners but none from consultants; this is being monitored.
  - Contractors and suppliers: To date all works that are on site are continuing as normal. However:
    - The advice / instruction from Government may change;



- Availability of materials may become an issue. We have had a few reports of delays in the supply chain.
- A number of projects are due to start on site. Discussions are currently being held to decide whether they should be postponed.
- A number of projects are currently being tendered and there are reports of contractors not willing to tender in the current climate.
- Consultation: Many projects are dependent upon consultation with the public. Although online methods are utilised it is common practice to hold public meetings to ensure transparency and equality. These cannot take place at present and therefore projects may be delayed until this consultation can take place.
- Decision making:
  - The Investment Committee meeting on 2 April was cancelled due to the inability to hold committee meetings virtually. However, Regulations have since come into force to enable virtual meetings to be held and to enable greater flexibility as to the timings of such meetings. The Authority's calendar of meetings for the next municipal year is currently under review and will have regard to this flexibility.
  - Partner Executive Boards / Cabinets have been still taking place with decisions being made through existing delegations in advance of the introduction of the Regulations for virtual meetings.
  - Recent planning committees have been cancelled and/or postponed during the pandemic which may result in delays for projects, although the ability to hold virtual meetings going forward once implemented should mitigate such delays.
- Surveys: There are reports of these being delayed, which may in turn delay projects. Further information is being sought.

3.3 The effect on the level of expenditure on funding programmes for the financial year 2019/20 will be minimal. However, it is very likely that spend for this financial year (2020/21) will be lower than was originally expected. To that end, BEIS and DfT have been contacted to seek their support in helping us respond to the challenges posed by COVID-19 with regards extending reporting deadlines and managing possible delays to the programme.

3.4 On a positive note, the Combined Authority and partners are exploring opportunities to bring forward specific works on site whilst traffic volumes are low.

## **4 Report**

4.1 This report presents proposals for the progression of two schemes, which have been recommended for approval and considered in line with the Leeds City Region Assurance Framework. These schemes have a total combined funding value of £11.340 million when fully approved, of which £11.255 million

will be funded by the Combined Authority. A total expenditure recommendation to the value of £2.337 million is sought as part of this report for the development and delivery of these schemes. Further details on the schemes summarised below can be found as part of this report.

<p><b>Rail Parking Package – Normanton</b></p> <p>Normanton</p> <p>(5 March 2020 Investment Committee)</p>	<p><b><u>Scheme description</u></b></p> <p>This scheme will deliver an extended car park at Normanton rail station, increasing the free rail car parking capacity to 173 spaces.</p> <p>The scheme will also deliver enhanced drainage infrastructure, CCTV, low energy lighting and provision of electrical ducting for two future electric charging bays.</p> <p>The scheme is to be wholly funded by the West Yorkshire plus Transport Fund.</p> <p><b><u>Impact</u></b></p> <p>The scheme will increase the parking capacity by 121 spaces, enabling additional users’ access to secured parking at the rail station, and to onward travel by rail, supporting the transport fund policies and strategies. This will include provision of an additional seven blue badge bays, taking the total provision to eight spaces.</p> <p>The value for money assessment reflects a benefit cost ratio (BCR) of 2.3:1, judging the scheme as high value for money when assessed against the Department for Transport’s value for money criteria.</p> <p>The scheme supports the inclusive growth principle of a better quality of life by increasing the access to jobs, education, and retail through a more sustainable transport mode, and in the process reducing road traffic congestion, supporting ambitions to improve air quality.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 5 (full business case plus costs) and work commences on activity 6 (delivery).</p> <p>Total value of the scheme - £1.987 million</p> <p>Total value of Combined Authority funding - £1.987 million</p> <p>Funding recommendation sought - £1.987 million</p>
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<p><b>Corridor Improvement Programme (CIP): A650 Newton Bar</b></p> <p>Wakefield</p> <p>(Combined Authority's Programme Appraisal Team recommendation)</p>	<p><b><u>Scheme description</u></b></p> <p>The A650 Newton Bar scheme primarily involves the construction of a new signalised 'hamburger' roundabout (where the main road goes through the centre of the roundabout) and improvements to the approach roads, to support a more efficient transport network.</p> <p>The scheme is to be delivered through the West Yorkshire plus Transport Fund's Corridor Improvement Programme, a programme of low and medium cost highway interventions on strategic highway corridors on the West Yorkshire Key Route Network (WYKRN), which aims to improve connectivity and accessibility to support economic growth.</p> <p><b><u>Impact</u></b></p> <p>The scheme anticipates improving journey reliability for all modes by reducing journey times, to improve road safety by reducing the number of collisions, and the improvement to active mode provision (walking &amp; cycling) through the new signalised pedestrian and cycle crossings. The scheme will also facilitate housing and employment growth as well as include green infrastructure provision by way of tree planting and wildlife protection measures supporting clean growth and climate change principles.</p> <p>The scheme is judged as very high value for money when assessed against the Department for Transport's value for money criteria. Further work to refine the value for money (VfM) position is to be undertaken, which may reduce the BCR but is unlikely to change the very high VfM classification.</p> <p>The scheme supports inclusive growth by supporting a better quality of life through improving connectivity by enhancing the road network and, as well as enhancing the urban environment and green infrastructure, supporting better air quality.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 4 (Full Business Case) and work commences on activity 5 (Full Business Case with costs).</p> <p>Total value of the scheme - £9.353 million</p> <p>Total value of Combined Authority funding - £9.268 million</p> <p>Funding recommendation sought – £0.350 million</p>
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4.2 The Combined Authority's assurance framework requires that formal approval is given to the following elements of a scheme as part of its development:

- The progression of a scheme through a decision point to the next activity.
- Indicative or full approval to the total value of the scheme funding requested.
- The Combined Authority's entry into a funding agreement with the scheme's promoter.

- The assurance pathway and approval route for future decision points.
- The scheme's approval tolerances.

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

4.4 Since the Combined Authority's meeting on 6 February 2020, the following decision points and change requests have been assessed in line with the Combined Authority's assurance process and approved through the agreed delegation to the Combined Authority's Investment Committee.

<u>Scheme</u>	<u>Scheme description</u>
<p><b>A647 Corridor</b> Leeds (5 March 2020 Investment Committee)</p>	<p>The scheme consists of a series of improvements along the A647 corridor that extends from Armley Gyratory and Leeds Road Gyratory and includes Stanningley Road including:</p> <ul style="list-style-type: none"> <li>• extending sections of existing bus lanes and the conversion of existing High Occupancy Vehicle lanes to dedicated bus lanes with bus priority measures at traffic signals</li> <li>• improvements to the Armley Road/Ledgard Way junction and Pickering Street, reducing delays to general traffic and improving safety for all users</li> <li>• new/improved crossings, widening of footways and the relocation/reorganisation of bus stops</li> <li>• segregated lanes to complement the Leeds Bradford cycle superhighway</li> </ul> <p>The scheme supports Priority 4 (Infrastructure for Growth) of the Strategic Economic Plan. It is part of the Leeds Public Transport Investment Programme (LPTIP) and will be funded through devolved Department for Transport funding.</p> <p><b><u>Decision sought</u></b></p> <p>Approval to proceed through decision point 4 and commence work on activity 5 (full business case with finalised costs)</p> <p>Total value - £15.93 million</p> <p>Total value of Combined Authority funding - £15.93 million</p> <p>Funding recommendation sought - £0</p>

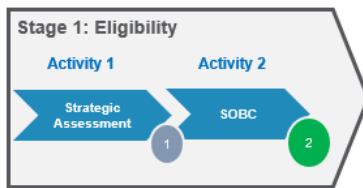
## 5 Information

5.1 The background information on the Combined Authority's assurance framework through which each of the schemes outlined in this report are being approved is provided in **Appendix 1**.

5.2 Location maps for each of the schemes presented in this report (where applicable) are provided in **Appendix 2**.

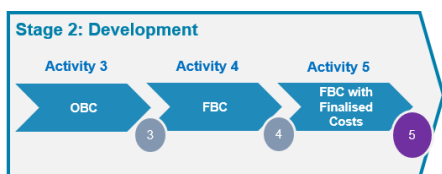
5.3 One scheme set out in this report was considered by the Investment Committee on 5 March 2020 and two are to be considered as part of this Combined Authority meeting.

## **Projects in stage 1: Eligibility**



- 5.5 Projects at the eligibility stage are seeking entry into the portfolio and should demonstrate a strategic fit in terms of project outcomes, with further project definition including costs and detailed timescales to be developed as the project progresses through the assurance process. At this stage funding may be sought to enable this work to progress.
- 5.6 There are no schemes requiring consideration at this assurance stage.

## Projects in Stage 2: Development



- 5.7 Projects at this development stage should demonstrate that they have tested the feasibility of a solution through their business case. This business case should then be developed in order to confirm and detail the preferred solution including finalising its cost.

<b>Project Title</b>	<b>Rail Parking Package - Normanton</b>
<b>Stage</b>	2 (development)
<b>Decision Point</b>	5 (full business case with finalised costs)

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

### Background

- 5.8 As part of the West Yorkshire plus Transport Fund (WY+TF), a programme of car park extensions at rail stations was identified to enhance connectivity to, from, and within West Yorkshire. This scheme is part of phase 1 of the programme.
- 5.9 The current car park at Normanton rail station can accommodate 52 vehicles. Capacity audits since 2014 reflect the car park reaches 99% capacity by 9.00am on most term time weekdays and given growth in rail demand is set to continue. This scheme provides opportunity to deliver a modern, fit for purpose car park that supports the growth.
- 5.10 The car park is to be constructed entirely within Network Rail land and will increase the free rail car parking offer to 173 spaces, including an additional seven blue badge bays. Additionally, the scheme will deliver enhanced drainage infrastructure, CCTV, low energy lighting, provision of electrical ducting for two future electric charging bays, and installation of a Metro totem which will provide information to rail users on the location of the rail station

within Normanton and real time updates on bus times to support multi modal journeys.

- 5.11 Scheme delivery will support Priority Area 4 ‘infrastructure for growth’ of the Leeds City Region Strategic Economic Plan, with the increase to secure parking enhancing access via rail to employment, education, and retail opportunities across West Yorkshire and the City Region.
- 5.12 The scheme has come forward at full business with finalised costs (activity 5) with total scheme costs of £1.987 million to be funded from WY+TF.

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

- 5.13 The scheme will contribute to the delivery of a low emission transport system with the station car park extension enabling a further 121 users to access free secure parking and complete onward journeys to employment, education, or retail via the rail network. This will support reducing road congestion levels and as a result carbon emissions.

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

- 5.14 The scheme outputs and benefits include:
- To increase capacity through the provision of +121 parking spaces by Feb 2021, including an additional seven blue badge bays
  - To increase new rail user patronage at Normanton Rail station, to be measured by the Office for Rail and Road (ORR) footfall data and the Combined Authority’s pre and post rail user surveys
  - Reduction in overall journey times through better access to the rail network as a result of more secure parking. To be measured by pre-construction and post one-year rail user surveys
  - Enhanced environment for rail users by converting neglected brownfield sites and tree cutback to improve user security
  - Enhance connectivity within Normanton as part of the Urban Renaissance programme through installation of Metro totem, providing multi modal information to users
  - The value for money assessment reflects the scheme as high value for money when judged against the Department for Transport’s value for money criteria, with a benefit cost ratio of 2.3:1.
  - The scheme supports inclusive growth principle of a better quality of life by increasing the access to jobs, education, and retail through a more sustainable transport mode, and in encouraging modal switch to rail, reduce carbon emissions, supporting improvement in air quality within the City Region.



## Risks

5.15 The scheme risks include:

- *Drainage* – Given the site sits outside a high flood risk zone, there is a possibility the scheme will need to include an attenuation tank below the car park to collect rainwater before controlled release by Yorkshire Water to the main sewers. This has been included in the final tendered costs.
- *Delays in tenants vacating Network Rail land* - A sum for tenants' compensation and legal costs for Network Rail to serve notice to the tenants has been agreed between the Combined Authority and Network Rail and is affordable within the overall funding allocation. There is the possibility of a delay with the tenants vacating the land, which could impact on scheme delivery. Any delay is likely to be limited, as a result of the tenancy agreement in place and the Combined Authority entering into a Basic Asset Protection Agreement (BAPA) with Network Rail

## Costs

5.16 The scheme costs are:

- The total forecast scheme cost is £1.987 million to be wholly funded by the WY+TF.
- The Combined Authority will enter into a Section 56 funding agreement with Northern Trains Limited for construction expenditure up to £1.635 million from the WY+TF.
- The Combined Authority entered into a Basic Asset Protection Agreement (BAPA) with Network Rail for £288,439. This included costs to serve notice to the tenants, the approval of the scheme design, and associated fees.
- The remainder of the funding is for programme and project management costs.

## Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
5 (full business case with finalised costs)	Recommendation: Investment Committee Decision: Combined Authority	16/04/2020
6 (delivery)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	26/02/2021

## Other Key Timescales

- Approval and signing of the Section 56 agreement is forecast for April 2020.
- Construction commence is forecast for April 2020.
- Practical completion is forecast for February 2021.

## Assurance Tolerances

Assurance tolerances
That any scheme cost increase remains within 10% of costs set out.
That the delivery programme remains within 3 months of the timescales set out.

## Project Responsibilities

Senior Responsible Officer	Dave Haskins
Project Manager	John Huxall
Combined Authority case officer	Asif Abed

## Appraisal Summary

- 5.17 The business case adequately establishes the strategic drivers for investment, reflecting this scheme as one of 14 sites to be delivered through the West Yorkshire plus Transport Fund rail car park programme (phase 1), with the extension to the parking offer and improvement in facilities to encourage rail patronage and modal switch from the car for onward journeys.
- 5.18 Contractual arrangements and statutory regulations have been suitably established, whilst the value for money assessment reflects the scheme as high value for money, with a benefit cost ratio of 2.3:1.

## Recommendations

- 5.19 The Investment Committee recommends to the Combined Authority that:
- (i) The Normanton Rail Car Park project proceeds through decision point 5 and work commences on activity 6 (Delivery).
  - (ii) Approval to the total project value of £1.987 million is given from the West Yorkshire plus Transport Fund.
  - (iii) The Combined Authority enters into a Section 56 Funding Agreement with Northern Trains Limited for expenditure of up to £1.635 million from the West Yorkshire plus Transport Fund.

- (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

<b>Project Title</b>	<b>Corridor Improvement Programme (CIP): A650 Newton Bar</b>
<b>Stage</b>	2 (development)
<b>Decision Point</b>	4 (full business case)

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

## Background

- 5.20 The Corridor Improvement Programme (CIP) is a programme of low and medium cost highway interventions on strategic highway corridors on the West Yorkshire Key Route Network (WYKRN), which aims to improve connectivity and accessibility to support economic growth. In order to achieve this the programme aims to deliver an 8% reduction in journey times for all traffic, with a higher target of 12% reduction in journey times for buses.
- 5.21 The total forecast cost of the programme is £130.3 million, of which £125 million will be funded from the Combined Authority's West Yorkshire plus Transport Fund (WY+TF). The programme is being delivered as two phases, with phase 1 allocated £77 million from the WY+TF.
- 5.22 The A650 Newton Bar scheme sits within phase 1 and comprises a major junction improvement of an existing roundabout and approach roads around the A650 at Newton Bar, Wakefield. It involves the construction of a new signalised 'hamburger' roundabout (where the main road goes through the centre of the roundabout), upgrade of adjacent signal controlled junction, additional traffic lanes, the provision of shared cycle / pedestrian footways, signalised pedestrian/cycle crossings, and the extension of a bus lane along the A650/A61 corridor.

- 5.23 The scheme will reduce congestion, which has increased due to population growth and as a result of housing and employment development at Snowhill and Paragon Business Park. Additionally, it will facilitate further planned housing developments, with enhancement to the roundabout and approach roads to provide the capacity to support increased traffic.
- 5.24 Following scheme opening, it is anticipated to improve journey reliability for all modes by reducing journey times along the route by 8% by 2025, to improve road safety by reducing the number of collisions by 10% by 2025, and to improve the active mode provision (walking and cycling) through the new signalised pedestrian and cycle crossings. It should be noted a key user of the route are emergency services to Pinderfields Hospital.
- 5.25 The scheme at Outline Business Case (decision point 3) was approved at the Combined Authority on 13 December 2018. The scheme has come forward now at Full Business Case (activity 4). The revised completion date of September 2021 (decision point 6) reflects a nine-month delay to initial estimates.
- 5.26 At detailed design stage, the scheme reflects enhancement to the green infrastructure with increased tree planting as well as provision of bat boxes, bird boxes and hedgehog boxes to sustain and encourage the wildlife in the area.

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

- 5.27 The scheme supports clean growth and climate change principles through delivery of 1.1 hectares (2.7 acres) of landscaped green areas including substantial tree planting and a widened tree-lined central reserve, which will also improve the attractiveness of the gateway to the city and enhanced cycle and walking access.
- 5.28 The scheme also includes provision of bat boxes, bird boxes and hedgehog boxes to sustain and encourage the wildlife in the area.
- 5.29 Traffic modelling demonstrates a reduction to CO2 levels of 3,392 tonnes of carbon by 2050, across the modelled area, as a result of reduced congestion and an improvement in air quality.

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

- 5.30 The scheme outputs and benefits include:
- To improve journey time reliability by reducing journey times for all modes along the route by 8% by 2025.
  - Enhanced provision for active modes by providing 1,320 metres of footpath / cycle way and 11 new signalised pedestrian / cycle crossings by 2021.
  - Improve road safety by reducing the number of collisions by 10% by 2025.

- Facilitate current and future housing and employment growth by reducing transport constraints to future development.
- Enhancement to the surface water attenuation, green infrastructure, and provision for wildlife, supporting clean growth and climate change principles.
- The value for money assessment reflects a benefit to cost ratio (BCR) of 15.97:1, judging the scheme as very high value for money when assessed against the Department for Transport's value for money criteria. Further work to refine the value for money (VfM) position is to be undertaken, which may reduce the BCR but is unlikely to change the very high VfM classification.
- The scheme supports inclusive growth by supporting a better quality of life through improving connectivity by enhancing the highway capacity for motorised travel and the walking and cycling provision for active mode travel, and by improving the urban environment and air quality by enhancing the public realm, green infrastructure, and reduced congestion levels.

## **Risks**

5.31 The scheme risks include:

- The discovery of additional shallow mine workings, requiring further mitigation leading to increased costs or impact to the programme. Additional bore hole work is to be undertaken with costs profiled within the budgeted risk allowance.
- Unknown or known utility services are out of position, adding costs to the scheme and delaying construction. Ground surveys have been completed but additional trial holes to be carried out at critical points to mitigate for this risk.
- Disposal costs for unforeseen hazardous waste. To be mitigated by additional sampling and with the potential costs profiled within the budgeted risk allowance.

## **Costs**

5.32 The total scheme cost estimate at Full Business Case (activity 4) is £9.353 million, broken down as follows:

- The Combined Authority's funding contribution will be £9.268 million from the West Yorkshire plus Transport Fund (WY+TF)
- Section 106 developer contribution of £0.085 million

- The total scheme cost estimate at Full Business Case (activity 4), reflects a £2.601 million increase to the Outline Business Case (activity 3) estimate. Investment Committee on 9 January 2020, approved the increase as part of its approval of the revised allocations for schemes funded by the West Yorkshire plus Transport.
- The scheme cost increase has been attributed to significant earthwork costs for dealing with more extensive shallow mine workings and hazardous waste, which given site topography challenges was not picked up through previous ground investigation surveys. Further surface water drainage works and attenuation tanking following flood risk assessment has also led to additional costs, as have enhancements to the green infrastructure to sustain and encourage the wildlife in the area.
- The appraisal acknowledges that cost savings as a result of value engineering, tender responses, and a reduction to the costed risks (Quantified Risk Assessment) is expected at Full Business Case with finalised costs (activity 5).
- The promoter is to actively pursue the securing of a further Section 106 developer contribution, which will be offset against the WY+TF ask.
- Approval of an additional £145,365 business case development cost from the WY+TF is now sought, taking the total approval to £350,165 to get the scheme to Full Business Case (FBC) with finalised costs.
- The Combined Authority to enter into an addendum to the existing funding agreement with Wakefield Council for expenditure up to £350,165 from the WY+TF.

### Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	16/04/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	11/09/2020

### Other Key Timescales

- Construction contractor appointment is expected in September 2020.
- Construction commencement is forecast for September 2020.

- Completion is forecast for September 2021.

### Assurance Tolerances

<b>Assurance tolerances</b>
The scheme costs remain within the costs set out. The delivery programme remains within 3 months of the timescales set out.

### Project Responsibilities

<b>Senior Responsible Officer</b>	Graham West, Wakefield Council
<b>Project Manager</b>	Paul Stevenson, Wakefield Council
<b>Combined Authority case officer</b>	Asif Abed

### Appraisal Summary

- 5.33 At Full Business Case (activity 4), the strategic drivers for investment are reinforced, whilst appraisal reflects a healthy value for money assessment, judging the scheme as very high value for money when assessed against the Department for Transport's value for money criteria. Additionally, it appears there are minimal risks to scheme deliverability based on the commercial case and management case.
- 5.34 The delivery programme has however incurred a delay to initial estimates, whilst the scheme cost has increased. The cost increase has however been clearly presented and has secured endorsement from the CIP Programme Board, and additionally has been deemed affordable following the Combined Authority's transport fund re-baseline exercise. It is however recommended the promoter pursues cost saving opportunities through value engineering and tender responses, mitigating the risk of affordability should known or unknown risks materialise.
- 5.35 The promoter acknowledges a key lesson learned has been to undertake robust geotechnical surveys and to profile in the appropriate risk and contingency at outline business case to better inform total scheme cost estimates at an early stage of business case development, especially when dealing with site topography challenges.

### Recommendations

- 5.36 The Combined Authority's Programme Appraisal Team recommends to the Combined Authority that:
- (i) The A650 Newton Bar project proceeds through decision point 4 and work commences on activity 5 (FBC with finalised costs).

- (ii) An indicative approval to the Combined Authority’s contribution of £9.268 million, which will be funded 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 (FBC with finalised costs). The total project value is £9.353 million.
- (iii) Additional development costs of £145,365 from the WY+TF are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), taking the total project approval from the WY+TF to £350,165.
- (iv) The Combined Authority enters into an addendum to the existing Funding Agreement with Wakefield Council for expenditure of up to £350,165 from the WY+TF.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority’s Managing Director following a recommendation by the Combined Authority’s Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

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



- 5.37 Once in Delivery and Evaluation the scheme is delivered and Combined Authority funding is drawn down. When delivery is completed a review is carried out to ensure that the scheme has met all its requirements and outputs in accordance with its Funding Agreement. Finally, information about a scheme’s performance following its completion is collected, in order to evaluate the success of the scheme.
- 5.38 There are no schemes requiring consideration at this assurance stage.

**Decisions made by the Investment Committee**

- 5.39 The Investment Committee is authorised to progress a scheme under the Assurance Framework in accordance with any bespoke approval pathway and approval route, subject to an exception relating to exceeding the cumulative total of the financial approval and tolerance levels agreed by the Combined Authority by more than 25%. Decisions regarding the following scheme were made by Investment Committee on the 5 March 2020. The decisions were made by the Investment Committee following a recommendation from Combined Authority Programme Appraisal Team. The scheme outlined below



has remained within the financial approvals and tolerance levels agreed by the Combined Authority unless stated otherwise below.

### **A647 Corridor**

- 5.40 The scheme consists of a series of improvements along the A647 corridor that extends from Armley Gyratory and Leeds Road Gyratory and includes Stanningley Road.

The scheme will deliver, improvements to the Armley Road / Ledgard Way junction and Pickering Street, new/improved crossings, widening of footways and the relocation/reorganisation of bus stops, segregated lanes to complement the Leeds Bradford cycle superhighway and extending sections of existing bus lanes and the conversion of existing High Occupancy Vehicle lanes to dedicated bus lanes with bus priority measures at traffic signals

The Investment Committee agreed approval to proceed through decision point 4 and commence work on activity 5 (full business case with finalised costs).

Total value - £15.93 million

## **6 Clean Growth Implications**

- 6.1 Clean growth implications are outlined in each scheme, see above.

## **7 Inclusive growth implications**

- 7.1 The inclusive growth implications are outlined in each scheme, see above.

## **8 Financial implications**

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

## **9 Legal implications**

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

## **10 Staffing implications**

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

## **11 External consultees**

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

## **12 Update on Future Mobility Zone – Combined Authority Meeting 6 February 2020**

12.1 The Future Mobility Zone (FMZ) bid that was submitted by the Combined Authority on behalf of Leeds City Region in September 2019 and came to the Combined Authority meeting as a Strategic Outline Case on 6 February 2020 was not successful. There are several elements of the bid which we already have alternative funding to progress and we are currently looking at additional funding opportunities that might enable us to bring forward some of the other elements of the FMZ bid. The following areas were successful in gaining funding: Derby / Nottingham; West of England CA; and Portsmouth / Southampton

## **13 Recommendations**

### **Rail Parking Package - Normanton**

- 13.1 The Investment Committee recommends to the Combined Authority that:
- (i) The Normanton Rail Car Park project proceeds through decision point 5 and work commences on activity 6 (Delivery).
  - (ii) Approval to the total project value of £1.987 million is given from the West Yorkshire plus Transport Fund.
  - (iii) The Combined Authority enters into a Section 56 Funding Agreement with Northern Trains Limited for expenditure of up to £1.635 million from the West Yorkshire plus Transport Fund.
  - (iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

### **Corridor Improvement Programme (CIP): A650 Newton Bar**

- 13.2 The Combined Authority's Programme Appraisal Team recommends to the Combined Authority that:
- The A650 Newton Bar project proceeds through decision point 4 and work commences on activity 5 (FBC with finalised costs).
  - An indicative approval to the Combined Authority's contribution of £9.268 million, which will be funded 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 (FBC with finalised costs). The total project value is £9.353 million.
  - Additional development costs of £145,365 from the WY+TF are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), taking the total project approval from the WY+TF to £350,165.

- The Combined Authority enters into an addendum to the existing Funding Agreement with Wakefield Council for expenditure of up to £350,165 from the WY+TF.
- Future approvals are made in accordance with the assurance pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

## **14 Background documents**

- 14.1 Business case summaries for the schemes recommended for approval by the Investment Committee are available here:

[5 March 2020 Investment Committee](#) and the business case summary for the A650 Newton Bar scheme is available [here](#)

## **15 Appendices**

**Appendix 1-** Background to the Combined Authority's assurance framework

**Appendix 2–** Location maps for the schemes presented in this report

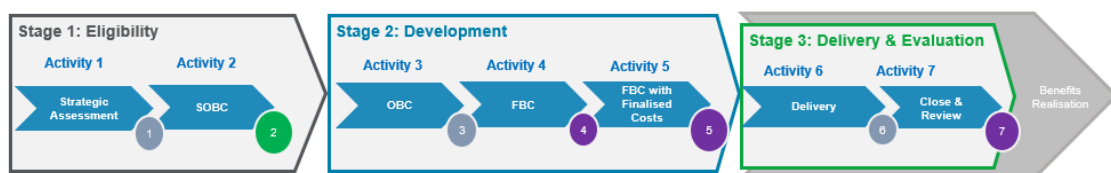
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**Appendix** 1 (Background to the report)

**Subject:** Capital Spending and Project Approvals

## Information

- 1.1 This report puts forward proposals for the progression of, and funding for, a number of schemes for approval by the Combined Authority, following consideration by the West Yorkshire and York's Investment Committee. The Combined Authority will recall that a three stage approach has been introduced as part of an enhancement to current project management arrangements, with the requirement that all projects subject to minor exceptions as detailed in the assurance framework, will as a minimum, need to formally pass decision point 2 (case paper approval) and 5 (final cost approval) highlighted below, with the requirement to meet the intervening activities deemed on a project by project basis.



- 1.2 The Programme Appraisal Team (PAT) appraises all schemes at the decision points. The PAT consists of an independent panel of officers representing policy, legal, financial, assurance and delivery. The scheme promoters from our partner councils or partner delivery organisations attend the meeting to introduce the scheme and answer questions from the panel. The terms of reference for the PAT are contained within the Leeds City Region Assurance Framework.

## Future assurance and approval route

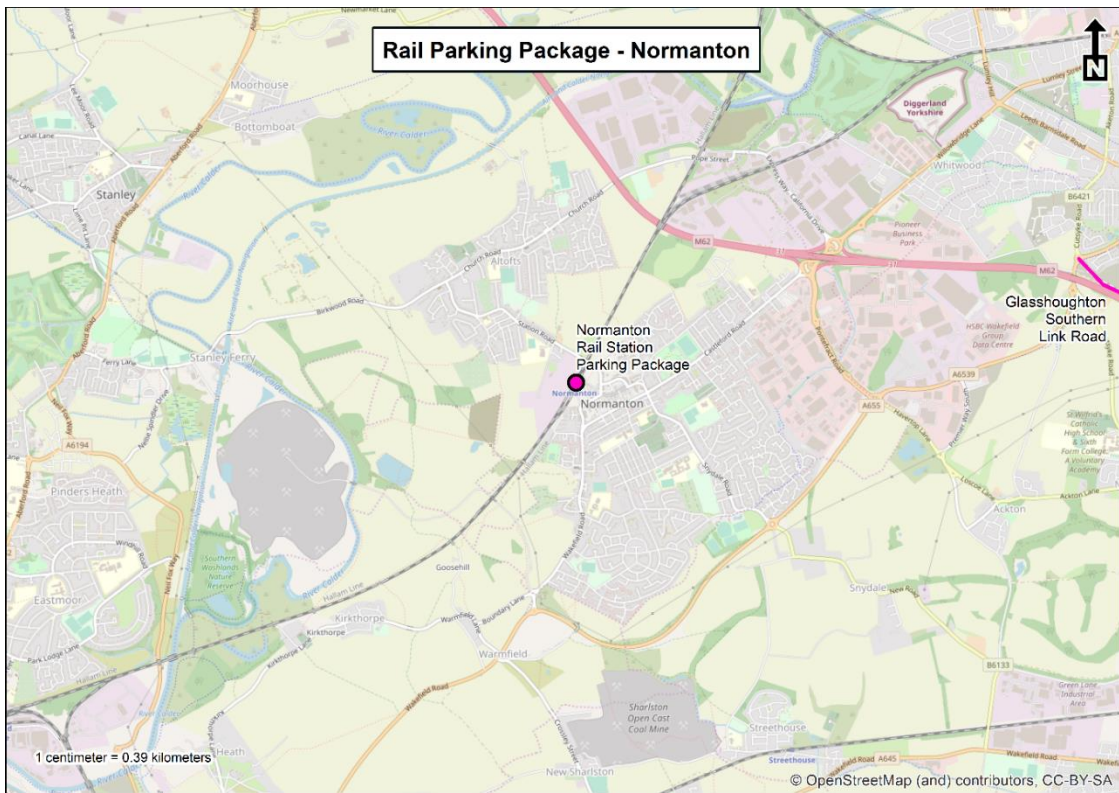
- 1.3 The tables for each scheme in the main report outlines the proposed assurance process and corresponding approval route for the scheme. The assurance pathway sets out the decision points which the scheme must progress through and will reflect the scale and complexity of the scheme. The approval route indicates which committees or officers will make both a recommendation and approval of the scheme at each decision point. A delegated decision can only be made by the Managing Director if this has received prior approval from the Combined Authority.

## **Tolerances**

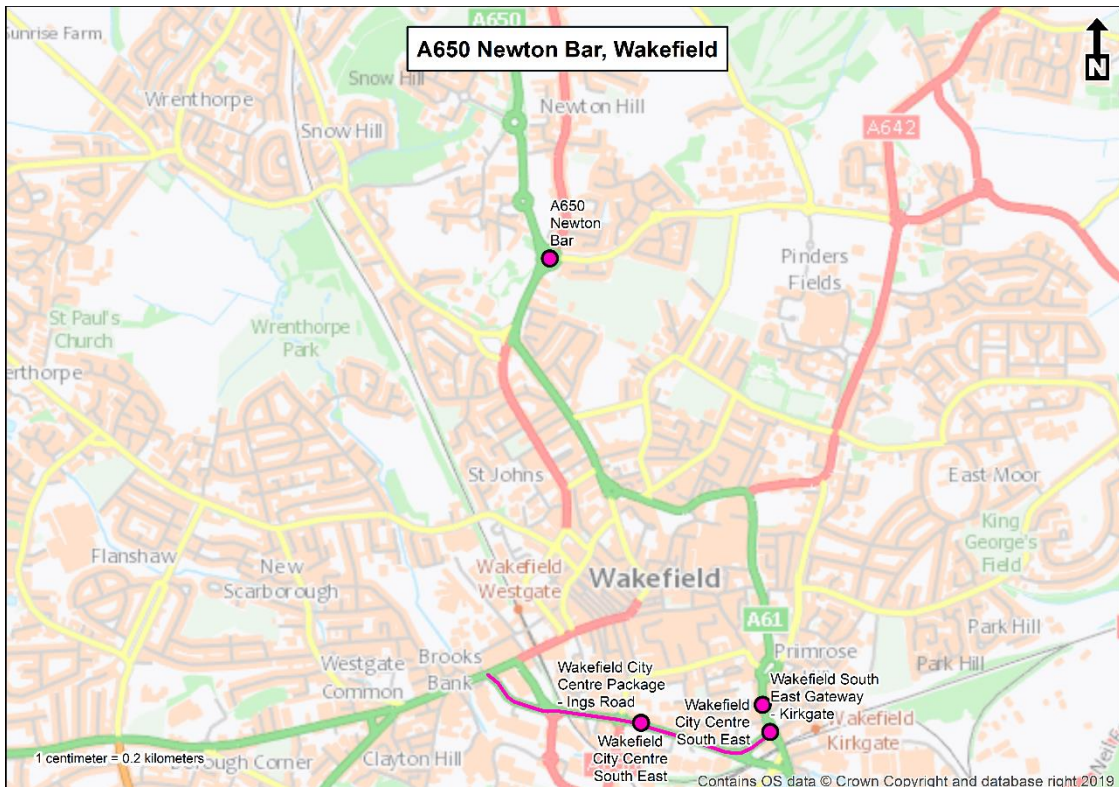
- 1.4 In order for the scheme to follow the assurance pathway and approval route that is proposed in this report, it should remain within the tolerances outlined for each scheme. If these tolerances are exceeded the scheme needs to return to Investment Committee and/or the Combined Authority for further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

## Appendix 2 – Location maps for the schemes presented in this report

### Rail Parking Package – Normanton



### Corridor Improvement Programme (CIP): A650 Newton Bar – Wakefield



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**Report to:** West Yorkshire Combined Authority

**Date:** 16 April 2020

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

**Director:** Angela Taylor, Director, Corporate Services

**Author:** Caroline Allen

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

## 1. Purpose of this report

- 1.1 To advise Members of the arrangements and proposals for decision making during the current pandemic.
- 1.2 To appoint private sector representatives to the Combined Authority advisory committees (panels).
- 1.3 To appoint a substitute LEP Member to the Combined Authority.

## 2. Information

### Decision making

- 2.1 On 4 April 2020 the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force. These Regulations make provision to enable local authorities (including Combined Authorities) to hold meetings remotely including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming. The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to

enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access. The Regulations are time limited and apply in relation only to meetings taking place before 7 May 2021. At the time of agenda dispatch, the Head of Legal and Governance Services proposed to make amendments to Combined Authority governance documents to reflect these legislative changes, under her authority under the Officer Delegation Scheme. The amended documents will be circulated before this meeting as a late Appendix 1 to this report.

- 2.2 The current meeting schedule for the Authority and its committees and sub-committees together with the proposed calendar of meetings for the next municipal year is now being reviewed in the light of the Regulations, taking into account the need to balance resource implications consequential upon the pandemic and required to ensure essential business continues whilst upholding democratic principles and protecting the health and safety of members, officers and the public in line with official public health guidance.

#### Advisory panels

- 2.3 In order to comply with the requirements of the *National Assurance Framework* and *Strengthened Local Enterprise Partnerships*, a recruitment exercise has been carried out to seek new private sector LEP Board members. Following on from that an exercise has been conducted to appoint new private sector representatives to the Combined Authority advisory panels and Appointment Panels have taken place throughout February and March.
- 2.4 Proposed private sector representative appointments to the advisory panels, further to nominations made by the LEP Board at their meeting on 1 April, is set out in **Appendix 2**.
- 2.5 In addition, a number of panel members' terms of office are coming to an end imminently, and it is proposed that their terms are extended as a reflection of the valuable contribution they make to the work of the advisory panels and the LEP as a whole. These are also detailed within **Appendix 2**.
- 2.6 The Combined Authority is however asked to note that appointments longer than the next municipal year may need to be subject to a caveat relating to any potential changes to governance arrangements further to the West Yorkshire devolution deal.
- 2.7 It is proposed that public sector membership of Panels remains unchanged, reflecting all ten former Leeds City Region authorities (Barnsley, Bradford, Calderdale, Craven, Harrogate, Kirklees, Leeds, North Yorkshire, Selby, Wakefield), where those authorities wish to remain involved and there is continuing mutual strategic benefit.

### Other Combined Authority Committees

- 2.8 The LEP Board has two non-voting members on the Combined Authority's Transport Committee. These non-voting members remain unchanged since 1 July 2019 and are Mark Roberts and Simon Pringle. Likewise, the LEP Chair is a member of the West Yorkshire & York Investment Committee.

### Getting MCA Ready

- 2.9 The Government announced a "minded-to" devolution deal with West Yorkshire authorities on 11 March 2020. This will lead to changes in the decision-making structures and procedures of the Combined Authority and the LEP. Further advice will be provided to the Combined Authority about what this might mean for the advisory panels in due course.

### Membership

- 2.10 The LEP Member is a member of the Combined Authority, nominated by the LEP and appointed by the Combined Authority. The Combined Authority must also appoint a substitute LEP Member to act in the absence of the LEP Member. At their meeting on 25 February 2020, the LEP Board appointed Mark Roberts as Private Sector Deputy Chair with effect from 31 March 2020, and nominated him to the Combined Authority, as the substitute LEP Member.

## **3. Clean Growth Implications**

- 3.1 None

## **4. Inclusive Growth Implications**

- 4.1 None

## **5. Financial Implications**

- 5.1 None.

## **6. Legal Implications**

- 6.1 As set out in this report.

## **7. Staffing Implications**

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

## **8. External Consultees**

- 8.1 No external consultations have been undertaken.

## **9. Recommendations**

- 9.1 That the Combined Authority resolves:-

9.1.1 To note the arrangements and proposals for decision making during the current pandemic, including the governance documents amended by the Head of Legal and Governance Services to implement new regulations allowing virtual meetings (**Appendix 1** to this report – to follow).

9.1.2 To approve:

- the recommendations in relation to private sector representatives of the advisory panels as at **Appendix 2**
- Mark Roberts, LEP Board Deputy Chair, as substitute LEP Member to act in the absence of the LEP Member.

## **10. Background Documents**

10.1 None.

## **11. Appendices**

Appendix 1 – revised governance documents: to follow

Appendix 2 – Private Sector representatives on advisory panels

## West Yorkshire Combined Authority

### Interim Addendum to Standing Orders (including modifications to Standing Orders)

#### 1. Pre-amble

Regulations<sup>1</sup> issued under the Coronavirus Act 2020 now allow meetings of the Combined Authority to be held remotely, that is, without any or all Members to be physically present in a room. They also remove the requirement for the annual meeting in 2020. Applying the Regulations will enable essential decision-making to continue whilst upholding democratic principles and enabling all to comply with public health guidance, during the course of the coronavirus pandemic.

This interim Addendum to Standing Orders (“the Addendum”) modifies the Combined Authority’s existing Standing Orders, in accordance with, and further to, the Regulations.

#### 2. Timescales

This Addendum applies to any meeting which is required to be held, or is held, before 7 May 2021.

#### 3. Definitions

In these interim Standing Orders:

“Meeting” means any meeting of

- the Combined Authority, or
- any committee of the Combined Authority, or
- any sub-committee of the Combined Authority.

“Member of the Combined Authority” includes

- a co-opted member of a committee or sub-committee whether voting or non-voting, and
- any independent member of the Governance and Audit Committee.

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<sup>1</sup> The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

“Remote Access” means by electronic means, including by telephone conference, video conference, live webcasts, and live interactive streaming.

“Standing Orders” means all or any of the following adopted by the Combined Authority, as the context requires:

- Procedural Standing Orders,
- Access to Information Appendix to Procedural Standing Orders,
- Code of Practice for Recording Meetings,
- Scrutiny Standing Orders, and
- Members’ Code of Conduct

#### **4. Application of Standing Orders**

Standing Orders continue to apply, subject to any modification set out in the Addendum. If any Standing Order conflicts with the Addendum, the Addendum shall take precedence.

#### **5. Meeting times and dates**

Procedure Standing Orders 5 and 6 are modified to allow the Combined Authority<sup>2</sup> without further notice<sup>3</sup> to

- hold any meeting on any date and time, or
- alter the frequency of, move or cancel any meeting<sup>4</sup>.

#### **6. Place of meetings**

Any reference in Standing Orders to a meeting is not limited to a meeting of Members all of whom, or any of whom, are present in the same place.

In Procedure Standing Order 8.1 and otherwise in any Standing Orders where the context so requires, any reference to a “place” where a meeting is held, or to be held, includes reference to more than one place including electronic digital or virtual locations such as internet locations, web addresses or conference call telephone numbers.

#### **7. Notice of meetings**

Procedure Standing Order 9.1 is to be read as if after "at the Combined Authority’s offices" there were inserted "or on the Authority's website".

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<sup>2</sup> or the Head of Legal and Governance Services in consultation with the Chair

<sup>3</sup> For the avoidance of doubt, this does not override the statutory requirements to provide notice etc. in relation to individual meetings

<sup>4</sup> The Head of Legal and Governance Services may alter the frequency, move or cancel a meeting in consultation with the relevant Chair, without requirement for further notice.

## **8. The annual meeting**

The requirement in Procedural Standing Order 5.1 for the Combined Authority to have an annual meeting is disapplied.

Where an appointment would otherwise have been made or is required to be made at the annual meeting, the appointment will continue until the next annual meeting of the Combined Authority or until such time as the Combined Authority determines.

## **9. Attendance at meetings**

Any reference in Standing Orders (however expressed) (including in Procedure Standing Orders 14 (Chair and Vice-Chair) and 15 (quorum)) to being “present” at a meeting includes being present through Remote Access, subject to a Member being in remote attendance.

Any Member who is present at a meeting through remote access attends in Remote Attendance at any time if the Member is able —

(a) to hear, (and where practicable see), the other Members in attendance, and

(b) to be heard (and where practicable seen) by the other Members in attendance, and

(c) to hear, and where practicable see, any members of the public entitled to attend the meeting in order to exercise a right to speak at the meeting, and

(d) to be heard and, where practicable, be seen by, any member of the public entitled to attend the meeting in order to exercise a right to speak at the meeting, and

(e) to be heard and, where practicable, seen by any other members of the public attending the meeting.

All of these conditions (a) - (e) must be satisfied for a Member to be in Remote Attendance. For this purpose, any reference to a Member, or a member of the public, attending a meeting includes that person attending by Remote Access.

This provision applies even if there is any prohibition or other restriction in Standing Orders, and any such prohibition or restriction has no effect.

## **10. Public access to meetings**

Any reference in Standing Orders (however expressed) to a meeting being “open to the public” includes access through Remote Access, and where a meeting is accessible to the public through Remote Access, the meeting is open to the public whether or not members of the public are able to attend the meeting in person.

A meeting shall not be taken as open to the public unless full details of how the public may access the meeting through Remote Access are published on the Combined

Authority's web-site, at least 5 clear days in advance of the meeting where reasonably practicable.

## **11. Voting**

### Show of hands

Where under Procedure Standing Order 19.10 a vote is taken by show of hands, the Chair will ask any Member in Remote Attendance who cannot be seen by other attendees to confirm verbally how they are voting. The individual vote of any Member confirming verbally in these circumstances will not be formally recorded in the minutes, except in accordance with Procedure Standing Order 19.12 (right to request an individual vote) or 19.13 (recorded vote).

### Ballot

Procedure Standing Order 19.11, which provides for a ballot to be requested, is suspended where any Member at a meeting is in Remote Attendance.

## **12. Documents**

Any reference in Standing Orders (however expressed) to a document being "open to inspection" includes being published on the Combined Authority's website.

Any reference in Standing Orders (however expressed) to "the publication, posting or making available of a document at offices of the Combined Authority" includes publication on the Combined Authority's website.

## **13. Officer decisions**

In relation to public access to officer decisions as set out in the Access to Information Annex, the Combined Authority may make the written record and any background papers available for inspection through any (or all) of the following means:

- (a) publishing the record and any background papers on the Combined Authority's website; or
- (b) by such other means that the Combined Authority considers appropriate.

## **14. Protocol for any meeting for which there is Remote Access**

Members and officers should have regard to the guidance set out in the Protocol attached as appendix 1 to the Addendum for any meeting for which there is Remote Access.



## Protocol for any meetings up to 7 May 2021

### 1. Definitions

In this Protocol:

“Remote Access” means by electronic means, including by telephone conference, video conference, live webcasts, and live interactive streaming.

“Remote Attendance” means attending a meeting by Remote Access and complying with the conditions set out in the interim Standing Orders about being heard and seen by other attendees.

A “Member of the Combined Authority” includes

- a **co-opted member** of a committee or sub-committee whether **voting or non-voting**, and
- an **independent member** of the Governance and Audit Committee.

### 2. Introduction

This Protocol applies to meetings of:

- the **Combined Authority**,
- any **committee** of the Combined Authority (including the Overview and Scrutiny Committee and the Governance and Audit Committee), and
- any **sub-committee** of the Combined Authority.

It does not apply to meetings of working-groups.

All meetings for which there is Remote Access will be held in accordance with the **interim Addendum to Standing Orders**.

Other Standing Orders (including the Members’ Code of Conduct) still apply, but are modified in some respects by the Addendum. The usual requirements relating to the following (for example) still need to be followed:

- the publication of agendas and reports within statutory timescales,
- exempt and confidential information, and
- quora.

### 3. Remote Access meetings

All meetings should be held through Remote Access only, unless the Managing Director, in consultation with the Chair of the Combined Authority, and in accordance with public health guidance, agrees that a meeting may be of Members in the same room, which will be open to the public.

### 4. Attendance

Members may attend any meeting by Remote Access while the Addendum is of effect. For transparency, a Member in Remote Attendance should **try where practicable to connect on camera**, as well as audio. This will also help the meeting run smoothly.

Before the meeting starts, Governance Services will provide the Chair with a list of Members expected to be in Remote Attendance. At the beginning of the meeting, the Chair will ask any Member in Remote Attendance who is not able to be seen by attendees to **confirm their attendance verbally**, as a way of confirming their identity.

#### Leaving and joining the meeting

Members should **join the meeting promptly** to avoid interruption and should **attend the whole meeting** wherever possible.

Members (including those who may be seen) should **inform the Chair** and the Governance Services Officer as soon as practicable if they

- **join the meeting part-way through,**
- **leave the meeting** before it is finished, **or**
- later **re-join** the meeting.

This will help the record of attendance to be accurate and ensure quorum has been met; the minutes will record these declarations.

### 5. Officers

An Officer may present a report (or otherwise contribute) to a meeting where this is normal practice, but only where they have Remote Access to the meeting which enables them to be heard by attendees.

A Governance Services Officer must be present at the meeting and must be in the room if a meeting is held in a physical room, but with some Members in Remote Attendance.

### 6. Other attendees

Any other person may attend and contribute to a meeting (in accordance with Standing Orders or otherwise invited to do so by the Chair), provided that they have Remote Access to the meeting which enables them to be heard by attendees.

### 7. Conduct of the meeting

The Chair should be proactive and verbally note the order of speaking at the beginning of discussion on an item.

## Appendix 1 to the Interim Addendum to Standing Orders

Members in Remote Attendance who can be seen by other attendees and wish to speak on an item<sup>1</sup>, should **raise their hand**. The Chair should check with any Member in Remote Attendance who can't be seen whether they wish to speak on each item. Members who cannot be seen may use a 'prompt' function to request time to speak or do so verbally if connected by telephone only.

Members should

- only **speak when invited to** by the Chair,
- **state their name** before making a comment if not visible via video,
- **not speak over each other**,
- keep their **microphones on mute** if they are not speaking,
- **state the relevant page or slide number** where referring to a particular document

### 8. Voting

The Chair should ask Members to collectively affirm any recommendation verbally. A Member in Remote Attendance must **inform the Chair if they do not wish to affirm the resolution**, at which point the Chair may ask for a show of hands – to be carried out in accordance with the Addendum, which provides for the Chair to ask any Member in Remote Attendance who cannot be seen by other attendees to confirm verbally how they are voting.

### 9. Exempt and confidential items

The **usual requirements** in relation to these continue to apply.

These items should be considered at the **end of a meeting** to facilitate prohibiting the public's access during these items.

The Governance Services Officer is responsible for ensuring that the public do not have access to the meeting during these items.

The Chair must not allow the meeting to discuss any exempt or confidential item until the Governance Services Officer has verbally confirmed that the public does not have access to the meeting.

A Member in Remote Attendance must not breach their **duty of confidentiality** to the Combined Authority by allowing any unauthorised person to be present in the same room as them when the meeting discusses an exempt or confidential item.

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<sup>1</sup> Under Procedure Standing Order 18

## 10. Technical difficulties

If the Chair is made aware that the public's Remote Access to the meeting is lost or interrupted, the Chair should adjourn the meeting during any item which is open to the public.

The Chair should also adjourn the meeting if the Governance Services Officer loses their connection.

The Chair may briefly adjourn a meeting if made aware that a Member in Remote Attendance has lost their connection to the meeting.

If a significant number of Members in Remote Attendance lose their connection at the same time, the Chair may adjourn the meeting to another date or time even if the meeting is still quorate.

During any period when a Member has lost their connection, they are not deemed to be present at the meeting. If this happens, a Member should consider whether their absence during the item is such that it is inappropriate for them to take part in the vote.

The Chair may also defer an item if any other person who was expected to participate or contribute in relation to that item loses their connection.

## 11. Conflicts of interest

Members must **comply with the Members' Code of Conduct**, including making declarations of interest at a meeting. Any declarations made will be recorded in the minutes of the meeting.

A Member in Remote Attendance with a disclosable pecuniary interest in an item who has to leave the meeting<sup>2</sup> should **declare their interest verbally** to the Chair and **leave the meeting**. Once the item has been dealt with, the Governance Services Officer attending the meeting will tell the Member when they may re-join the meeting.

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<sup>2</sup> in accordance with Procedure Standing Order 26.3

## Private Sector representatives on advisory panels:

Panel	Private Sector Representative	Current term of Office	Recommendation
<b>Business Innovation and Growth Panel</b>	Andrew Wright (Chair)	30 April 2020	To endorse his membership of the panel and to extend the term of office to 30 April 2023
	Martin Booth	14 December 2020 (with a further 3 year option)	To endorse his membership of the panel and to extend the term of office to 31 December 2023
	Will Roebuck Amir Hussain	14 December 2020 (with a further 3 year option)	To endorse their membership of the panel
	Mike Danby Philip Wilson Simon Wright	31 December 2020	To endorse their membership of the panel
	Richard Paxman David Sidlow Andy Peterson	N/A	To nominate to the panel for a term of office to 30 April 2023 (with a further 3 year option)
	Andrew Latchmore	30 June 2020	Term of office to expire
<b>Employment and Skills Panel</b>	Rashik Parmar (Chair)	30 April 2020	To endorse his membership of the panel and to extend the term of office to 30 April 2022
	Martin Booth	June 2020	To endorse his membership of the panel and to extend the term of office to 31 December 2023
	Glynn Robinson & Simon Barratt	31 December 2020	To endorse their membership of the panel
	Mark Cowgill Orlagh Hunt Richard Mason Liz Needleman	N/A	To nominate to the panel for a term of office to 30 April 2023 (with a further 3 year option)
	Mark Roberts	14 December 2020	Term of office to expire

## Private Sector representatives on advisory panels:

Panel	Private Sector Representative	Current term of Office	Recommendation
<b>Green Economy Panel</b>	Simon Pringle (Chair)	31 December 2020	To endorse his membership of the panel and to extend the term of office to 30 April 2023
	Bill Firth Natasha Luther-Jones Alice Owen	31 December 2020	To endorse their membership of the panel
	Richard Goodfellow Ben Tongue Leah Stuart	N/A	To nominate to the panel for a term of office to 30 April 2023 (with a further 3 year option)
<b>Inclusive Growth and Public Policy Panel</b>	Kate Hainsworth Claire Harrison Sam Keighley Karl Oxford	N/A	To nominate to the panel for a term of office to 30 April 2023 (with a further 3 year option)
	Alice Owen Nicola Greenan Mike Danby	June 2020, 3 Sept 2021 & 31 December 2020 respectively	Term of office to expire
<b>Place Panel</b>	Andrew Latchmore	14 December 2020	To endorse their membership of the panel and to extend the term of office to 14 December 2023
	Amir Hussain	14 December 2020	To endorse their membership of the panel
<b>Business Investment Panel</b>	Simon Wright	31 December 2020	To endorse their membership of the panel
	Michael Allen Jonathan King Marcus Mills Gareth Yates	3 January 2021	To endorse their membership of the panel



**Report to:** West Yorkshire Combined Authority

**Date:** 16 April 2020

**Subject:** **European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD)**

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

**Author:** Heather Waddington

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

## 1. Purpose of this report

- 1.1 That the West Yorkshire Combined Authority (Combined Authority), in its role as the Intermediate Body (IB) for the SUD part of the ESIF programme, approve the advice included in the full assessment form at Part 2 of Appendix 2. The assessment form will be then submitted to the Managing Authority (MA), Ministry of Housing, Communities and Local Government (MHCLG).

## 2. Information

### Section Heading

- 2.1 On 8 March 2017, the Investment Committee considered and noted the roles and responsibilities relating to Intermediate Body (IB) status delegated to West Yorkshire Combined Authority in order to deliver the SUD Strategy, part of the ESIF Programme.
- 2.2 The Committee, in its advisory role, provided advice on the first draft SUD Call at its meeting in June 2017, which was subsequently agreed by the Combined Authority, at the 29 June 2017 meeting, for it to be published July 2017 by the

Managing Authority (MA), Ministry of Housing, Communities and Local Government (MHCLG).

- 2.3 The Combined Authority has since selected a number of projects to progress over a number of Call rounds – Rounds 1 to 5.
- 2.4 Under Round 3 one outline application was received which was considered by the Combined Authority, as Intermediate Body, in April 2019 and was selected to progress to full application. This full application is now presented to the Combined Authority for support and to progress to a Funding Agreement.
- 2.5 Funding pipeline is as outlined below;

SUD Call Round	PA3 (SME Competitiveness)	PA5 (Climate Change - Flooding)	PA6 (Green / Blue Infrastructure)	Total ERDF sought
2017 - Round 1	£636,065			£636,065
2018 - Round 2	£1,954,380	£3,884,801	£1,555,060	£7,394,241
2019 - Round 3			£698,195	£698,195
2019 - Round 4	£1,867,776		£0	£1,867,776
2019 - Round 5	£1,011,583	£1,472,633		£2,484,216
<b>Value of Pipeline</b>	<b>£5,469,804</b>	<b>£5,357,434</b>	<b>£2,253,255</b>	<b>£13,080,493</b>
<b>Total Allocation</b>	<b>£6,360,135</b>	<b>£5,300,564</b>	<b>£6,360,135</b>	<b>£18,020,835</b>
Remaining allocation – Round 6 Call	£890,331	-£56,870	£4,106,880	£4,940,342

- 2.6 The assessment of the full application is attached to this report as **Exempt Appendix 2** together with a covering note (**Exempt Appendix 1**).
- 2.7 Given funding still remains a further Round 6 Call was published on 24 January 2020 as planned and will now close 30 June 2020. If any funding remains uncommitted once the call closes at the end of June 2020, then this money will be moved into the new national Reserve Fund, set up by MHCLG to manage the remaining ERDF funding across the England programme as well as manage exchange rate fluctuations.

### **Selection process and the outline assessment form**

- 2.8 The selection process for SUD, part of the ESIF programme, has been set out in guidance notes issued to the IB by MHCLG, as the MA.



- 2.9 The full application has been assessed for local strategic fit based on the Leeds City Region ESIF SUD Strategy. In considering the strategic fit a qualitative approach has been used to assess the following to come to an overall view:
- Does the proposed operation contribute to the needs/opportunities identified in the Call to which it is responding?
  - Does the proposed operation align to the local growth needs set out in the local ESIF (SUD) Strategy?
- 2.10 Value for money – the operation must represent value for money. In assessing value for money, the MA takes account of:
- efficiency: the rate/unit costs at which the operation converts inputs to the fund outputs;
  - economy: the extent to which the operation will ensure that inputs to the operation are at the minimum costs commensurate with the required quality;
  - effectiveness: the extent to which the operation contributes to programme output targets, results and/or significant strategic impact at the local level;
  - that the investment will deliver activities and impacts that would not otherwise take place.
- 2.11 Deliverability
- The operation is deliverable within the requirements of the fund specific operational programme taking into account risks, constraints and dependencies.
  - Evidence has shown that this type of operation is effective, the risks have been considered and appropriate mitigations put in place.
- 2.12 As outlined above the assessment forms are designed and owned by MHCLG. The full assessment form is split in to 4 sections and each completed by either the IB, as described at 2.11, or the MA as follows:
- Part 1, summary project details - completed by MHCLG
  - Part 2, the IB's assessment - completed by the Combined Authority
  - Part 3, the MA's assessment - completed by MHCLG
  - Part 4, selection decision - completed by the Combined Authority (4a) and MHCLG (4b and 4c).

### **Undertaking the assessment**

- 2.13 In line with the agreed IB Conflict of Interest Statement and Operating Protocol the application has been considered by the appraisal team, under the responsibility of the Head of Research and Intelligence from the Combined Authority, who have undertaken their own assessment in line with the criteria outlined above. Their findings are usually first presented to the Investment Committee for advice to support the Combined Authority in its selection of projects. Unfortunately, on this occasion, due to the impact of COVID-19 this

has not happened due to it not being workable to hold a virtual meeting and given the urgency to contract as many projects as possible given the nature of European funding.

- 2.14 In addition to officers from the appraisal team the MA will also be in attendance and can respond to questions raised by members regarding the assessment as required.
- 2.15 With regard to the viable deliverability of the scheme due to COVID-19, the MA, should the Combined Authority approve the project to allow the MA to issue a funding agreement will, as they are doing with all ESI Funded projects, discuss with the applicant any changes required and are expected to work closely with the applicant to build in additional flexibilities to ensure the project can still be delivered as outlined.

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

- 3.1 The Leeds City Region SUD Strategy gives priority to sustainable urban development which will focus on ecologically sound and resilient site development, particularly in key strategic economic growth sites/locations. The aim will be to create highly attractive and innovative sites providing an unrivalled setting for investment and attracting high value enterprise. Projects have therefore been assessed with regard to their contribution to meeting these aims and objectives of which the detail can be seen in the assessments Appendix 2-6.

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

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

### **5. Financial Implications**

- 5.1 MHCLG, as MA for the funds, is responsible for the issuing of funding agreements, paying projects and general contract management. The funding within the Strategy (€19.95 million) is a notional budget and is part of the ESIF ERDF programme. All finances go directly through MHCLG's accounts not the Combined Authority's.

### **6. Legal Implications**

- 6.1 The information contained in **Appendices 1 to 2** are exempt under paragraph 3 of Part 1 to Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of the appendices as exempt outweighs the public interest in disclosing the information as publication could prejudice current and future decision making.
- 6.2 The risks of non-compliance with regard to the delegated function of the Combined Authority as an Intermediate Body were previously outlined at the meeting in March 2017.

## **7. Staffing Implications**

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

## **8. External Consultees**

7.1 MHCLG have been consulted in their role as Managing Authority in the production of this report.

## **9. Recommendations**

9.1 That the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme, approve the advice included in the full assessment form at Part 2 of Appendix 2 to allow the MA to now issue a funding agreement subject to the proposed conditions set out in the full assessments being fully met.

## **10. Background Documents**

There are no background documents referenced in this report.

## **11. Appendices**

Appendix 1 – Summary FINAL (PRIVATE)

Appendix 2 – Green Blue Gateway Full Assessment (PRIVATE)

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