

WEST YORKSHIRE COMBINED AUTHORITY

**MEETING TO BE HELD AT 11.00 AM ON THURSDAY, 25 JUNE 2020
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)**

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. EXCLUSION OF THE PRESS AND PUBLIC**
- 4. MINUTES OF THE MEETING OF THE COMBINED AUTHORITY
HELD ON 21 MAY 2020**
(Pages 1 - 6)

For Decision

- 5. COVID-19 - ECONOMIC RESPONSE AND RECOVERY**
(Lead Member: Cllr S Hinchcliffe, Director: Brian Archer)
(Pages 7 - 20)
- 6. CAPITAL SPENDING AND PROJECT APPROVALS**
(Lead Member: Cllr D Jeffery, Director: Melanie Corcoran)
(Pages 21 - 126)
- 7. ADULT EDUCATION BUDGET DEVOLUTION**
(Lead Member: Cllr S Hinchcliffe, Director: Alan Reiss)
(Pages 127 - 170)

8. TRANSPORT FOR THE NORTH - COVID-19 ECONOMIC RESPONSE AND RECOVERY

(Lead Member: Cllr J Blake, Director: Alan Reiss)
(Pages 171 - 174)

9. TACKLING THE CLIMATE EMERGENCY

(Lead Member: Cllr S Hinchcliffe, Director: Alan Reiss)
(Pages 175 - 180)

10. GOVERNANCE ARRANGEMENTS

(Lead Member: Cllr S Hinchcliffe, Director: Angela Taylor)
(Pages 181 - 190)

11. CORPORATE PLANNING AND PERFORMANCE

(Lead Member: Cllr S Hinchcliffe, Director: Angela Taylor)
(Pages 191 - 202)

For Information

12. MINUTES FOR INFORMATION

(Pages 203 - 204)

Signed:



**Managing Director
West Yorkshire Combined Authority**



MINUTES OF THE MEETING OF THE WEST YORKSHIRE COMBINED AUTHORITY HELD REMOTELY ON THURSDAY, 21 MAY 2020

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Keith Aspden	City of York Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Stewart Golton	Leeds City Council
Councillor David Hall	Kirklees Council
Councillor Denise Jeffery	Wakefield Council
Roger Marsh OBE DL	Leeds City Region Local 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
Brian Archer	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Ambrose White	West Yorkshire Combined Authority (Minute 89 only)
Ruth Chaplin	West Yorkshire Combined Authority

83. Apologies for Absence

There were no apologies for absence.

84. Declarations of Disclosable Pecuniary Interests

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

85. Exclusion of the Press and Public

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

86. Minutes of the Meeting of the Combined Authority held on 16 April 2020

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 16 April 2020 be approved.

87. COVID-19 Response and Economic Recovery

The Combined Authority considered a report of the Directors of Economic Services and Transport Services on COVID-19.

The report provided an update on the latest response to the COVID-19 outbreak from the Combined Authority and Leeds City Region Enterprise Partnership. Members considered the continued delivery and development of products and services in response to COVID-19. They discussed the challenges facing the region and the response work and recovery planning which is being overseen by the new West Yorkshire Economic Recovery Board. It was noted that regular meetings were also being held between the four Yorkshire and Humber LEP Chairs and representatives of all the major banks in the region. In noting the summary of support and products being provided to businesses, Members highlighted and discussed the problems being faced by all sectors including the issues regarding the sourcing of seasonal agricultural workers, tourism, hospitality, theatre and the arts.

Members expressed their concerns and discussed the future viability and funding of public transport due to the impact of the pandemic. It was reported that in anticipation of an increase in passengers following the Government's message to people unable to work from home, work was in progress at bus stations, interchanges and bus shelters to reinforce the social distancing advice. The emergency arrangements for funding bus services will expire on 9 June 2020 and discussions are being held with the Department for Transport seeking clarity of further funding and investment. The five Combined Authorities had sent a joint letter to Government seeking emergency funding for public transport and Councillor Blake and the Metro Mayors had also written to the Secretary of State recommending that all public sector funding for buses be directed through local transport authorities including the Combined Authority.

The Authority noted the update in respect of the impact of COVID-19 on the organisation and the detailed work being undertaken to consider the financial impacts of the pandemic on the Combined Authority. Forecasts and options are to be considered by a meeting of the Budget Working Group and a report will be taken to the next meeting of the Governance and Audit Committee.

Resolved:

- (a) That the progress on the delivery and development of products and services in response to the COVID-19 crisis be noted.
- (b) That the position with regard to the impact of COVID-19 on the bus industry and organisation be noted.

88. Devolution Implementation

The Combined Authority considered a report of the Director Policy, Strategy and Communications on the implementation of devolution in West Yorkshire.

Members considered the outcome of the statutory Governance Review and the draft Scheme for the establishment of a Mayoral Combined Authority which were summarised in the report. A copy of the full Governance Review was attached at Appendix 1 and the draft Scheme at Appendix 2 of the submitted report.

The Authority discussed the consultation and engagement process which, subject to the authorisation of the Combined Authority and the Constituent Councils, would be carried out across the region. It was noted that the draft consultation questions which were attached at Appendix 3 were currently being updated and a copy of the final consultation documents would be shared with Members at the earliest opportunity. The public consultation on the devolution deal and proposals for a directly elected mayor would be held between 25 May – 19 July 2020.

It was agreed that the decisions taken in respect of the report be exempt from call-in by the Overview and Scrutiny Committee. This was 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 consultation process would have a significant detrimental impact on the proposed timetable which was attached at Appendix 4.

The Authority thanked officers for their support during the devolution negotiations and the work being undertaken to establish a Mayoral Combined Authority.

Resolved:

- (a) That the conclusions of the Governance Review attached as Appendix 1 to the submitted report be endorsed, including that an Order under S104 and S105 in relation to the changes to constitutional arrangements considered in the Review and the delegation of additional functions to the Combined Authority would be likely to improve the exercise of statutory functions in relation to the Combined Authority's area.
- (b) That the Combined Authority's consideration of the draft Scheme for the establishment of the Mayoral Combined Authority, attached as Appendix 2 to the submitted report be noted.
- (c) That agreement be given for a public consultation exercise to be carried out on the proposals contained in the Scheme and that the Combined Authority's consideration of the draft consultation questions, attached as Appendix 3 to the submitted report be noted.

- (d) That engagement between the Combined Authority and other Constituent Councils should progress as described in the submitted report and that the Managing Director of the Combined Authority, in consultation with the Chief Executive and Leader of each Constituent Council, be authorised to take any steps to finalise the Scheme and progress the public consultation exercise as set out above.
- (e) That the updated timetable set out in Appendix 4 to the submitted report be noted and the next steps including, subject to the approval by the Constituent Councils and Combined Authority, the submission of a summary of the consultation responses to the Secretary of State in August/September 2020 and subsequently consent to any draft Order in September 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.
- (f) That these decisions be exempt from call-in on the grounds of urgency, for the reasons set out in paragraph 6.1 of the submitted report.

89. Local Cycling and Walking Infrastructure Plans

The Combined Authority considered a report of the Director, Policy Strategy and Communications on Local Cycling and Walking Infrastructure Plans (LCWIPs).

The importance of walking and cycling had been highlighted during the current COVID-19 pandemic and it is expected that more people will choose these modes of travel, particularly as restrictions are lifted. It was reported that £250 million national emergency funding for active travel had been announced by the Government but clarification was awaited on the how this would be distributed amongst the local authorities.

The Transport Committee has overseen the technical work to develop the LCWIPs and endorsed a phased approach. Members noted the phase one summary documents for each of the five districts which were attached at Appendices 1 – 5 of the submitted report. The LCWIPs had been developed through a combination of technical work and stakeholder input and engagement had been carried out on the draft documents using the Your Voice platform. It was agreed that approval of the appearance of the final phase one documents be delegated to the Combined Authority's Managing Director in consultation with the Chair of the Transport Committee.

Resolved:

- (a) That the Combined Authority adopt the phase one Local Cycling and Walking Infrastructure Plans (LCWIPs) produced for Bradford, Calderdale, Kirklees, Leeds and Wakefield, and that proposals included in the plans be used as inputs into the development of a transport investment pipeline.

- (b) That a decision on the final appearance of the phase one LCWIP documents for publication is delegated to the Combined Authority's Managing Director, in consultation with the Chair of the Transport Committee.

90. Corporate Matters

The Combined Authority considered a report of the Director, Corporate Services on corporate matters which sought endorsement of the revised capital strategy and consideration of the updated procurement strategy.

Members considered the draft capital strategy which was attached at Appendix 1 to the submitted report. It was noted that the Governance and Audit Committee had considered the draft capital strategy at their meeting on 12 May 2020 and had recommended it to the Combined Authority for approval, noting that the strategy would require early review to ensure it remained fit for purpose for the COVID-19 response.

In respect of the procurement strategy, it was reported that there had been a number of changes within procurement and the wider organisation and these were now reflected in the revised procurement strategy which was attached at Appendix 2. The Authority considered and approved the strategy, which sets out the direction of travel for procurement within the Combined Authority and explains the drivers, approach and intended outcomes for procurement activity.

Resolved:

- (a) That the capital strategy attached at Appendix 1 to the submitted report be approved.
- (b) That the procurement strategy attached at Appendix 2 to the submitted report be approved.

91. Calendar of Meetings 2020/21

The Combined Authority considered a report of the Director of Corporate Services setting out a proposed calendar of meetings for 2020/21.

The calendar of meetings also set out provisional dates for meetings of the Leeds City Region Enterprise Partnership (LEP) Board which would be considered at their meeting to be held on 10 June 2020.

Resolved:

- (a) That the calendar of meetings of the Combined Authority, its committees and sub-committees for 2020/21, as detailed in Appendix 1 to the submitted report, be approved.
- (b) That the provisional dates of meetings for the LEP Board, to be considered by the LEP Board on 10 June 2020, be noted.

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Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **COVID-19 Economic Response and Recovery**

Director: Brian Archer, Director of Economic Services

Author: Henry Rigg, Alex Clarke, Ian Smyth

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 Present the Combined Authority with progress on the delivery and development of products and services in response to the COVID-19 crisis.
- 1.2 Seek approval from the Combined Authority for the continued delivery and development of products and services in response to COVID-19, and for wider recovery work.
- 1.3 Update the Combined Authority on the progress of the Economic Recovery Board.
- 1.4 Due to the fast-moving nature of this agenda item, verbal updates will also be given at the meeting.

2. Information

Background

- 2.1 The full implications of COVID-19 on the region and its economy are still to be understood. However, it is already clear that it will have a significant long-term impact. At a city region level, work is taking place both to support the

immediate response and to begin to develop what might be required in recovery. This paper contains details on both of these elements.

2.2 Although it is too soon to define what will happen to the economy over the coming months, our response work and recovery planning to date has responded to significant evidence and intelligence gathered on a number of important issues being collected and collated in a weekly published monitoring report. Key issues raised to date include:

- Cash flow and immediate access to finance
- Implications for employment, self-employment and the skills system, with particular links to the furlough situation moving forward
- Lockdown issues related to output and activity
- Supply chains and particularly the need for PPE and other medical equipment and services
- Safe return to work as some lockdown measures are eased
- Pressures for the transport system and on town/city centres

2.3 The longer-term planning for recovery is being overseen by a new West Yorkshire Economic Recovery Board, which is a working group of the West Yorkshire Combined Authority and brings together the region's local authority leaders with representatives from key partnerships and stakeholders. At their first meeting on 30 April 2020, the Board agreed a strategic vision for recovery with three priorities:

1. developing resilient and thriving businesses, boosted by innovation, high skills and entrepreneurialism;
2. developing an inclusive economy that provides people with a decent standard of living;
3. promoting environmental sustainability in all parts of the region.

2.4 At its meeting on 28 May, the Board confirmed its areas of focus as:

- Business, Innovation and Trade
- Employment and Skills
- Inclusive Growth
- Environment and Carbon
- Infrastructure and Capital Projects

The plan will align with, but not duplicate, local plans being developed by Councils, as well as the Transport Recovery Plan being led by Transport Committee and other regional plans e.g. health. (see paragraph 2.20).

Response to COVID-19

2.5 The Combined Authority/LEP continues to see an increase in demand from businesses and individuals resulting from the COVID-19 crisis. For example, the Growth Service (renamed Business Support Service) dealt with over 3,000 enquiries from businesses in the period from the end of March 2020 through to mid-May 2020 (an 80% increase on the corresponding period of the previous year). In the last few weeks, the volume of enquiries has slowed down which can be partly attributed to the introduction of new and amended products and

services from the LEP/Combined Authority, Local Authorities and the Government. These include the rates-related grants from the Local Authorities, the Bounce Back Business Loans and the range of webinars, and other on-line support, on such issues as contingency planning, safe/secure home-working, cashflow management and return to work measures.

- 2.6 In addition to the above, the team of 21 SME Growth Managers (funded by the Combined Authority/LEP as part of the Business Support Service delivery model) continue to support their own circa 1500 SME clients. This has included providing intensive support to over 500 businesses in the first two months of 2020/21, which is 50% of their collective annual target. The Growth Managers have also supported their Local Authorities to distribute the business rates related grants across the City Region. At the time of writing (early June 2020), the Local Authorities of West Yorkshire have delivered almost £450m of the grants to over 34,000 businesses, accounting for over 90% of those eligible. Their considerable efforts and success in getting the much-needed support to so many firms so quickly has been well-recognised by the business support community across the region and within Government.
- 2.7 Again at the time of writing (early June 2020), the Local Authorities have all recently launched their discretionary grants schemes to provide funding of up to a maximum of £10,000 for those small businesses (under 50 staff) that did not meet the criteria of the original scheme. Each Local Authority has been given an additional 5% of their initial allocations and have introduced schemes to support those firms that have fixed property-related costs, but do not pay business rates directly to councils.
- 2.8 The Combined Authority/LEP has worked closely with the Local Authorities across the sub-region to co-design the schemes, which has facilitated a good level of consistency for West Yorkshire. For example, all the district schemes are capped at £10,000 and there is a focus on supporting tenants of shared business centres/managed workspace with their fixed property costs from between March and September 2020. Support for private day nurseries is also being prioritised by several districts, alongside support for firms that supply to the retail, leisure and hospitality sectors.
- 2.9 The free coaching support for small firms introduced as an immediate response to the high volume of business owners needing some initial guidance has now come to an end. Almost 40 businesses accessed help with contingency planning from local private sector specialists, and the feedback from both businesses and coaches has been extremely positive. The Combined Authority/LEP is now hopeful of accessing some additional Government funding to expand and formalise the scheme. This could involve the allocation of vouchers that businesses can redeem with private sector experts to assist with financial and risk planning, legal issues, HR issues or safe return to work.
- 2.10 A number of the current products delivered by the Combined Authority/LEP's Business Support team have been adapted to meet the current situation, and to reach a larger audience of SMEs. This includes the expansion of the Strategic Business Growth project to provide additional intensive support for

the 400 high growth firms supported to date, as well as a number of resilience and recovery webinars that have been available to all businesses. In addition, the current Investment Readiness project has also moved a large proportion of its delivery to on-line, with new webinars focussed on access to finance, including how to access the various finance products available to ease with cashflow challenges, how to present strong business cases and investment propositions, and how to embed robust financial management. To date, over 25 new webinars have been delivered with almost 250 businesses participating, including 80 that are new to the programme. Feedback from businesses has been very positive so far. A TV And Film Development Fund was established using the Creative Industries Opportunity Programme and launched in partnership with Screen Yorkshire and has seen over 50 applications for grants of between £2,500 and £25,000.

- 2.11 It is also important to stress that the wide range of products and services available to businesses in the City Region are still being accessed, with almost 30 applications for capital grants related to business expansions and resource efficiency having come forward since late March 2020. In addition, applications for grant support from businesses seriously affected by the floods in early 2020 are also now being submitted for appraisal (three from Calderdale approved at the time or writing to a value of circa £200,000). Furthermore, guidance and funding for businesses related to innovation, productivity, sustainable travel planning (including active travel) and skills development, continues.
- 2.12 The LEP continues to engage with over 30 of the region's largest organisations to protect employment and operations in the COVID-19 crisis. This is providing a useful conduit for gathering intelligence on likely economic shocks and challenges. It is also proving useful in terms of assessing how the Government's emergency measures are working and how businesses are recovering as lockdown begins to lift. Prominent trends being discussed at the moment include: measures being taken to facilitate active travel and allow employees to return to work, the technical aspects of the furlough scheme as it evolves and how businesses are considering the legal practicalities surrounding the Government guideline on providing a safe working environment for employees.

PPE and Healthcare Supply Chain

- 2.13 In partnership with Local Authorities (through Growth Managers and the Employment Hubs), the University of Huddersfield's Supply Chain programme, Medilink, the Department for International Trade and the Textiles Centre of Excellence, the Combined Authority/ LEP has established a programme of support for City Region businesses that want to manufacture and/or supply healthcare products into the NHS, social care sector and other emergency services. This includes Personal Protective Equipment (PPE) and other essential products and equipment, such as ventilators, mattresses, and sanitisers.
- 2.14 The above is being complemented by a ringfenced capital grant budget of £3m from the Business Growth Programme that, to date, has been utilised by

City Region businesses to support the supply of parts for a major ventilator order from the NHS, a new sanitiser product for health and social care settings and the supply of over 12,000 mattresses to healthcare settings across the UK. Other significant applications are in the pipeline, including one for a huge number of surgical gowns, and the aim of this work is to build a more resilient and sustainable supply chain for healthcare products capable of serving health and social care providers in West Yorkshire and across the country.

- 2.15 The Combined Authority/LEP has also established an access point and gateway for businesses in West Yorkshire, and further afield, interested in supplying PPE products. The service is also working closely with procurers in the health and social care sectors, and with the Yorkshire Purchasing Organisation (YPO), to directly link supply and demand. To date, 97 businesses have contacted the gateway, with 31 being referred directly to senior procurement leads in the NHS and Local Authorities, over 60 to the YPO and the others accessing support from the partners referenced above to get them into stronger positions to supply the products. Further information, including the detailed specifications for PPE products, can be found at : - <https://www.the-lep.com/business-support/personal-protective-equipment-ppe/>
- 2.16 The LEP continues to lead the Yorkshire and Humber Growth Hub Cluster, which involves coordinating activity, and capturing and reporting intelligence, across the wider region on the business impacts of COVID-19. A cluster coordinator will shortly be appointed to formalise and drive forward the collaboration, and to identify and implement business support interventions across the region with the recently received uplift funding from the Government. Although modest in volume, this funding will add value to current delivery and regional models for work on the food and drink sector, business start-up and the visitor economy are being explored.

Employment and Skills support

- 2.17 Despite the redundancies being caused by COVID-19, there remain a wide range of job vacancies available within Leeds City Region in sectors like social care which has long faced challenges recruiting and in businesses that are striving to keep up with the new demands and challenges brought to them since the global pandemic hit the UK in February 2020.

In response to this, the existing part-ESF funded Employment Hub programme delivered by the Combined Authority along with LA partners, has been swiftly adapted to match jobseekers to opportunities across the region and expand its support for businesses. In April, the service re-launched to offer new job seekers and businesses free impartial support with employment brokerage.

More information and online enquiry forms can be found for businesses at [the-lep.com/employment-hub](https://www.the-lep.com/employment-hub) and jobseekers at futuregoals.co.uk/careers-support

At the time of writing (3 June), we have received enquiries from 186 individuals and 16 businesses. We anticipate that demand may increase,

particularly if – as expected – redundancies rise when the Government’s Job Retention Scheme (furlough) comes to an end.

- 2.18 The Combined Authority’s adult re-training programme, [re]boot, is part-funded through European Social Fund (ESF). [re]boot enables working adults (post 18) the chance to upskill, gain new skills/qualifications and improve their employment options particularly within key regional sectors, focused on construction, digital, manufacturing & engineering and the creative sector. <https://futuregoals.co.uk/lep-skills-support-during-lockdown/>

In response to COVID-19 partners have so far developed 11 different and imaginative online courses that will be promoted to individuals who are currently being furloughed or looking for an opportunity to re-train. All courses are delivered through West Yorkshire Consortium of Colleges and Leeds Trinity University. New offers include:

- Digital Data Analysis Incorporating an Introduction to Coding
- Digital Marketing: How to Use Metrics and Analytics
- Boosting Digital Productivity – Collaborative Technology Skills.
- Introduction to Web Development

- 2.19 A series of learning at home careers resources have been developed, aimed at students aged 11 - 18. The resources draw on robust labour market information and focus on the most in-demand skills that employers in the region are looking for. The resources are due to be launched in phases between 8 May - 29 June 2020 and will be promoted through the 180 schools and colleges in our network as well as through a targeted marketing and social media campaign.

FutureGoals Spotlight learning resources, developed in partnership with Burberry, have also been adapted to be digital editable PDFs to respond to the current remote working situation. Updated teacher guidance has also been produced on how students can learn about the breadth of the creative industry in our region from home. <https://futuregoals.co.uk/spotlight/>

West Yorkshire Economic Recovery Plan and Product Development

- 2.20 Although response activity will continue for some time to come, businesses and individuals are rightly looking towards the future and how the economy will recover post-COVID-19. At the regional level, the work of the Economic Recovery Board (see paragraph 2.3) has commenced at pace and in partnership to create an economic recovery plan for West Yorkshire, acknowledging that any plan will need to be updated as further information, intelligence and development of national policy occurs.

- 2.21 The approach for this work is focussed on four-stages:

1. Data and intelligence
2. Scenarios
3. Narratives
4. Products and programmes.

This will result in a set of products and programmes that can be deployed at regional level in each of the five areas of focus identified by the Board, as well identifying those distinctive areas of regional strength and opportunity where West Yorkshire can work with Government to deliver inclusive and sustainable economic growth.

- 2.22 At their latest meeting on 11 June, the Board agreed a draft list of the key challenges they are seeking to address in the recovery plan for each of the areas of focus, which will drive proposals for products and programmes:

Business, Innovation and Trade

- Delivering levelling up through increased productivity
- Rescuing and building resilience across strategic regional sectors
- Making supply chains more resilient
- Increasing digital & innovation driven entrepreneurialism

Employment and Skills

- Supporting the unemployed back to work
- Preventing NEETs and high volumes of 16-24 unemployment
- Addressing inequality of access to learning
- Building a strong skills offer for the regional labour market
- Improving skills utilisation in the workplace

Inclusive Growth

- Ensuring wellbeing
- Securing good work and inclusive employment environments
- Delivering relevant, transferable skills for employment and entrepreneurship
- Providing accessibility through public transport and digital connectivity

Environment and Carbon

- Capitalising on positive, climate-friendly behaviour change
- Investing in new low carbon sectors and infrastructure, creating new markets and jobs, and building resilient communities

Infrastructure and Capital projects

- Investing to deliver levelling-up of the North
- Building inclusive communities for successful towns and cities of the future
- Putting people first in the delivery of new homes
- Building the infrastructure that protects and connects both urban and rural communities and businesses.

- 2.23 All committees and panels of the Combined Authority and the LEP are now being asked to consider and contribute to the analysis and interventions being developed to meet each of the challenges identified above. Close contact is also being maintained with Government as the Combined Authority delivers on its role of leading economic recovery planning for West Yorkshire, as recognised in the recent letter from Simon Clarke MP, Minister for Housing Communities and Local Government (see Appendix 1).

- 2.24 A comprehensive range of recovery-related products and proposals are being developed to meet the short (rescue), medium (recovery and re-imagining) and long (resilience) term phases needed to build a successful economy. It is important to stress that funding has not been identified for these products at this stage, and it will be critical to balance timely interventions with making the most significant possible impact, particularly as difficult decisions on priorities will need to be made. For example, a number of products are being developed focussed on advice, support and funding for business recovery and safe return to work, support for businesses to innovate and diversify into new markets (domestic and overseas), support to build digital capacity to enable effective remote-working (including cyber security), and a regional model to promote and support enterprise and business start-ups. To support people into work, proposals are being developed that will better signpost jobs and careers, deliver the skills required for self-employment, support those at risk of redundancy with re-training, reinforce apprenticeship opportunities and support those most in need to access learning.

Transport Response

- 2.25 Following the Prime Minister's announcement on 10 May, steps were taken to restore bus and rail services to support Step 2 of the Government's recovery roadmap which occurred on 1 June. Around 75% of services are now operating, with some bus routes restored to normal frequencies between 0700 and 1900 Monday to Friday. Capacity is however severely constrained by social distancing limitations to around 20% of normal. At the time of writing, demand for public transport is expected to grow following the restart of non-essential retail from 15 June. Communications messages from the Combined Authority have sought to discourage travel by public transport and to warn of the risk of delays to passengers if buses or trains cannot allow people on because they have reached their safe capacity. From 15 June, passengers were required to wear a face covering on buses and trains.
- 2.26 Works have been carried out at Combined Authority operated bus stations, interchanges and bus shelters to reinforce the social distancing advice and to reduce the risk of overcrowding. There was a partial re opening of Bus Station Travel Centres from 15 June. A limited resumption of AccessBus is planned for August however social distancing will significantly constrain the service.
- 2.27 The Combined Authority has also been working with schools to provide transport to support the limited return to school of some year groups. Should social distancing requirements continue to operate in September when a more extensive return of schools and colleges is expected, there will be significant cost and practical implications of increasing transport provision to meet this.
- 2.28 The emergency arrangements for funding bus services as reported to the previous meeting have been extended until August and involve the Combined Authority continuing to pay bus operators for concessionary travel reimbursement at the rates applicable prior to the pandemic with Government paying an emergency grant direct to bus operators and LTAs. The Combined Authority has imposed conditions on its element of funding to ensure an "open

book” approach on costs and finance and to ensure the bus service is delivered to meet the needs of the community.

- 2.29 The significant reduction in public transport passenger revenues is expected to continue into the recovery period and will lead to financial pressures for bus operators and the Combined Authority. Cllrs Blake and Groves have written to the Secretary of State seeking a more accountable approach to bus funding during the further phases of the recovery period and discussions continue with the Department for Transport. On rail, the current emergency government funding support ends in August, whilst Northern Rail and LNER will continue to operate under government control, there will be financial uncertainties for all other franchises
- 2.30 On 9 May 2020, the Government announced additional £250m funding to promote works which will support walking and cycling with a first tranche of £45m; the West Yorkshire share of this is £2.513m. In consultation with the Chair and members of Transport Committee, the Combined Authority submitted its proposals to the Department for Transport on 5 June 2020.

Internal organisational update

- 2.31 In terms of the internal organisational response to COVID-19, we are continuing to respond to the situation in line with our incident management and business continuity procedures and are continuing to manage the response through a “gold command” structure.
- 2.32 In terms of business continuity, each of our teams are implementing their existing service level plans to ensure frontline and business critical services continue to operate smoothly. All service areas have also reviewed their business plan priorities to ensure that these reflect any emerging areas of work that will be required to assist in the recovery processes.
- 2.33 Detailed work is also under way to consider the medium and long term financial impacts of the pandemic on the financial health of the Combined Authority. Initial scenario planning highlights a combination of loss of income coupled with increased costs that, continuing over a full year, would create a revenue funding gap of some £12 million. These figures are subject to further review as the landscape changes and further information comes to light but there is as yet no direct support from government for anything other than a small proportion of additional bus costs. It is proposed that forecasts and options are considered by a meeting of the Budget Working Group and a report is also made to the next meeting of the Governance and Audit Committee.
- 2.34 We are continuing to proactively communicate with staff on the latest Government advice through regular emails, a dedicated section on our intranet, Frequently Asked Questions and all-staff webinars. Managers are also receiving more tailored advice on how to support their staff and are being provided with support from HR where required. UNISON is also being kept fully briefed on our actions and approach.

- 2.35 In terms of other measures that continue to be in place to respond to Government guidance these include:
- Ongoing homeworking for all staff who are able to do so (with the vast majority of staff (over 400) now working remotely;
 - Continuing to keep our City Exchange and Wellington House offices closed, apart from essential access;
 - Supporting frontline staff in bus stations to continue with their day to day activities and providing advice on social distancing in addition to physical measures and public information;
 - Holding formal meetings by video call to enable decision making processes to continue; and
 - Working with staff to enable people to plan their working time around family/caring responsibilities.

3. Clean Growth Implications

- 3.1 Clean Growth will continue to be supported through the current and new products delivered in response to COVID-19. The reduction in travel and the increased use of ICT to facilitate effective remote working is clearly having a positive impact on the environment. Businesses will continue to be supported to apply innovation and digital technologies to adapt their products and services to meet current and future demand.

4. Inclusive Growth Implications

- 4.1 As part of the current Inclusive Growth framework, any businesses that receive grants from the above products would be required to contribute to Inclusive Growth actions and outcomes via their funding agreements.

5. Financial Implications

- 5.1 New recovery products would require either increased flexibility on the use of current funding streams (e.g. grants awarded for capital investment to be used for working capital, or, the procurement of professional advice with recovery / contingency planning), or new funding altogether.

6. Legal Implications

- 6.1 As above, delivery of some of the proposed products will require contractual approvals from Government, and/or, new funding allocations that would result in new contractual obligations for the Combined Authority.

7. Staffing Implications

- 7.1 Delivery of the products included in the report would require changes to current staff roles and/or additional staff to be recruited.

8. External Consultees

- 8.1 No specific or official external consultations have been undertaken in relation to this report. However, it has been informed by ongoing dialogue and consultation with a wide range of partners, including Local Authorities, Universities and Colleges, Business Representative and Membership Bodies, and direct with some individual businesses.

9. Recommendations

- 9.1 That the Combined Authority notes progress on the delivery and development of the response to the COVID-19 crisis.

10. Background Documents

There are no background documents referenced in this report.

11. Appendices

Appendix 1: Letter from Simon Clarke MP, Minister for Housing, Communities and Local Government, to Cllr Susan Hinchcliffe, Leader of West Yorkshire Combined Authority.

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Agenda Item 5



Ministry of Housing,
Communities &
Local Government

Simon Clarke MP
Minister for Regional Growth and Local Government

Appendix 1

**Ministry of Housing, Communities and Local
Government**

Fry Building
2 Marsham Street
London
SW1P 4DF

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Email: Simon.Clarke@communities.gov.uk

www.gov.uk/mhclg

04 June 2020

Cllr Susan Hinchcliffe
Chair, West Yorkshire Combined Authority
Wellington House
40-50 Wellington Street
Leeds
LS1 2DE

Dear Susan,

Thank you for all your engagement to date with Government on the COVID-19 response and preparing for economic recovery. In these difficult times, it is more important than ever that we work closely together to do the best for people, businesses and communities across the country. I know the Prime Minister was pleased to meet with you and the M9 Mayors recently, and we and other Ministers have been grateful for your constructive engagement in a range of fora.

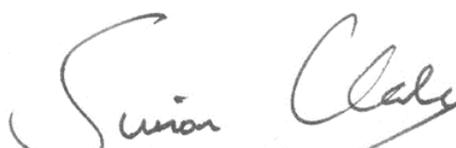
As you discussed with the Prime Minister, an urgent priority now is to work together to restart the economy as we begin gradually to refine the economic and social restrictions. Thank you for sharing your initial ideas and considerations on this matter. Your local leadership, as the Chair of the West Yorkshire Combined Authority, is essential here.

We are therefore clear that we expect the Combined Authority to lead economic recovery planning in your region. We encourage you to continue to develop evidence-led thinking and look forward to seeing how you plan to support recovery over the coming months, working with West Yorkshire Councils, Local Enterprise Partnerships and other local partners.

We also want to learn from your experience to help ensure that our future national approach works for all places. The Economic Recovery Working Group will be one key forum for you to inform our national approach and we encourage you to use it both to reflect M9 priorities and to share information across the M9. This will supplement our continued engagement with you all over the coming months, as we would welcome further discussions on this crucial topic both as a group and bilaterally. At official level, the Cities and Local Growth Unit will also continue to engage your teams on a regular basis.

As the Prime Minister set out in his first speech on taking office, great changes are possible in our towns, cities and regions when local people have more of a say over their own destinies. The huge challenges we now face make this agenda more important than ever. We must level up opportunity across the country and give local people more of a say over the decisions that affect their daily lives. We are determined not just to recover, but to renew our economy and society.

Effecting this kind of change makes a constructive partnership with the M9 and other local leaders across the country all the more crucial. We look forward to working with you through the upcoming White Paper on devolution to deepen this partnership as we look towards recovery and renewal.


SIMON CLARKE MP
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Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Capital Spending and Project Approvals**

Director: Melanie Corcoran, Director of Delivery

Author(s): Craig Taylor

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 The schemes being considered today were recommended by the West Yorkshire and York Investment Committee (the Investment Committee) on 13 May 2020 and 09 June 2020.

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 and evaluation is currently being undertaken, with the intention of appointing a successful consultant (or consortium) in spring / summer 2020. It should be noted that Leeds City Region local authority officers are involved in the evaluation of tender responses working alongside Combined Authority officers. It is anticipated this technical work will commence in July. Training and support elements will run 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 Covid-19 pandemic on delivery of projects

- 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 is mixed, but a more positive picture is emerging. There were four projects which had been halted on site, but works have now re-commenced at both the Mytholmroyd and Hebden Bridge Park and Ride sites.
- 3.2 The main impact is on projects that were due to start on site either in March 2020 or in the first quarter of 2020/21, all of these are currently being delayed by a minimum of three months. Projects in development are progressing but delays due to a variety of factors are already beginning to impact on the assurance process timetables.
- 3.3 We have set up a tracker which looks to record impacts to each programme and project to try and understand the impact of coronavirus, 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 the majority of works that are on site are continuing as normal. However:
 - Availability of materials is becoming an issue, including the closure of quarries. We have had a few reports of delays in the supply chain.

- 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.
 - Surveys: There are reports of these being delayed, which may in turn delay projects.
 - Resilience of partner infrastructure: e.g. some partners have been experiencing significant IT disruption across the board and operating a rota system in terms of access to emails and network files which is likely to cause delays to projects.
- 3.4 The effect on the level of expenditure on funding programmes for the financial year 2019/20 has been 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. A holding response was received which stated that similar concerns had been raised by other LEP's and that a programme response is being considered. It also stated that work is being undertaken to consider the next steps for the Local Growth Fund 2021/22.
- 3.5 On a positive note, the Combined Authority and partners are exploring opportunities to bring forward specific works on site whilst traffic volumes are low.
- 3.6 The impact on other projects and programmes are considered later in this report.
- 3.7 The Combined Authority and partners are currently looking at how projects can aid the economic recovery once Covid-19 restrictions are eased.

4 Report

- 4.1 This report presents proposals for the progression of 13 schemes, which have been recommended for approval by the West Yorkshire and York Investment Committee and considered in line with the Leeds City Region Assurance Framework. These schemes have a total combined funding value of £288.003 million when fully approved, of which £ 259.765 million will be funded by the Combined Authority. A total expenditure recommendation to the value of £11.516 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.

Scheme	<u>Scheme description</u>
<p data-bbox="288 282 619 376">Active & Sustainable Travel in Leeds City Centre (Bishopgate)</p> <p data-bbox="288 387 619 421">Leeds</p> <p data-bbox="288 432 619 499">(13 May 2020 Investment Committee)</p>	<p data-bbox="635 282 1385 528">Leeds Train Station is the busiest in the North of England and a nationally significant gateway, with passenger numbers anticipated to increase by 81% by 2043. The Active and Sustainable Travel within Leeds City Centre package of schemes is key to ensuring that this growth is sustainable by enhancing access pathways to Leeds Train Station, both within the immediate city centre area and linking into communities on the periphery of the city centre.</p> <p data-bbox="635 539 1385 752">Central to this package of schemes is the development of a fully accessible transport hub, accessible to all, connecting key areas of the city, promoting the use of sustainable travel opportunities, and improving links to the wider City Region. This will be achieved by facilitating a smooth transition between rail travel and onward pedestrian, cycling, taxi and bus routes by redeveloping the station entrance.</p> <p data-bbox="635 763 1385 920">Subsequent to this approval, these improvements will be taken forward as two separate schemes – one focused on the station and environs and one focused on the 5 cycle gateways/connectors linking the station into the wider cycle network.</p> <p data-bbox="635 931 1385 1032">The package of schemes will be funded from the Transforming Cities Fund and Leeds Public Transport Investment Programme (LPTIP).</p> <p data-bbox="635 1043 1385 1077"><u>Impact</u></p> <p data-bbox="635 1088 1385 1245">The package presents an opportunity to transform Leeds train station into a modern, innovative, multi-modal transport exchange that is a focal point of the city centre and a ‘world class’ gateway into the city. This project will provide the opportunity to:</p> <ul data-bbox="635 1256 1385 1704" style="list-style-type: none"> • Address the existing accessibility problems at the station by pedestrianizing New Station Street • Dramatically improve the connectivity from the station to key areas of the city through the installation • Segregated cycle lanes in Neville Street and Dark Neville Street • Drive the shift towards increased use of sustainable transport through the development of the multimodal transport interchange • Make a positive contribution towards improving the environment and reducing carbon emissions in the locality of the station by reducing the flow of private vehicles • Improve the image of the station and turn it into a key city destination <p data-bbox="635 1715 1385 1749"><u>Decision sought</u></p> <p data-bbox="635 1760 1385 1861">Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).</p> <p data-bbox="635 1872 1385 1906">Total value of the Package - £39.5 million</p> <p data-bbox="635 1917 1385 1951">Total value of Combined Authority funding - £ 39.5 million</p> <p data-bbox="635 1962 1385 1995">Funding recommendation sought - £0 million</p>

<p><u>Scheme</u> A641 Bradford-Brighouse-Huddersfield Corridor</p> <p><u>Location</u> Calderdale / Kirklees (09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The A641 forms part of the Key Route Network between Huddersfield and Bradford and provides an essential link from Brighouse to surrounding centres and the M62 J25 (via the A644). The scheme comprises of a series of interventions proposed for delivery in Brighouse town centre and along the A641 corridor</p> <p>The scheme is to be funded from the West Yorkshire plus Transport Fund.(WY+TF)</p> <p><u>Impact</u></p> <p>The scheme seeks to deliver accessibility and connectivity improvements by introducing better walking and cycling facilities and bus priority measures within Brighouse town centre and along the A641 corridor. Additionally, the scheme will make enhancements to the highway capacity with improvements to selected junctions, ring roads and roundabouts, and deliver new highway links.</p> <p>The scheme will improve journey times and journey reliability for all modes, enhance multi modal travel opportunities and reduce congestion levels, contributing to carbon reduction and better air quality. The scheme will also unlock land for employment and sustainable housing growth in the south east Calderdale area and support delivery of the Clifton Enterprise Zone.</p> <p>It will also support the inclusive growth principle of a better quality of life by enhancing multi modal connectivity and access, which will create better opportunities for travel to employment, education, and housing to and from Brighouse town centre and the associated routes along the A641 corridor.</p> <p>The value for money assessment reflects a medium to high value for money when assessed against the Department for Transport's value for money criteria.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).</p> <p>Total value of the scheme - £95.1 million Total value of Combined Authority funding - £75.5 million Funding recommendation sought - £1.335 million</p>
<p><u>Scheme</u> 'Connecting Leeds' from South Leeds and through Wakefield (A61 South)</p> <p><u>Location</u> Leeds, Wakefield (09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The 'Connecting Leeds' from South Leeds and through Wakefield (A61 South) package focuses on improving public transport, particularly buses, as well as walking and cycling, to meet the extra demand from new homes and jobs planned within areas along the corridor.</p> <p>The package includes measures such as improvements to bus stop access, the introduction of bus lanes and bus gates, junction improvements, improvement of safety and prioritisation of sustainable modes of travel, improvements to signal technology at junctions, incorporating bus priority</p>

	<p>changes, expanding the cycle network through cycle lanes and cycleways, formalisation of car parking, build out of bus stops and footway widening.</p> <p>The package will be funded from the Transforming Cities Fund.</p> <p><u>Impact</u></p> <p>The package presents an opportunity to address the transport-related issues along the corridor and to extend the positive impact of improvements that have recently come forward as part of the 'Connecting Leeds' programme.:</p> <p>The package will lead to quicker and more reliable bus journeys along the corridor for new and existing users, reducing congestion and making better use of road space and therefore reducing car use and contributing in addressing the climate emergency. It will also provide better access to schools and places of work whilst having a positive impact on economic growth resulting in more jobs and investment in the surrounding areas.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (Strategic Outline Case) and work commences on activity 3 (Outline Business Case).</p> <p>Total value of the Package - £7.000 million</p> <p>Total value of Combined Authority funding - £7.000 million</p> <p>Funding recommendation sought - £0</p>
<p><u>Scheme</u></p> <p>Active and Sustainable Interchange for Harrogate</p> <p><u>Location</u></p> <p>Harrogate</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The Active and Sustainable Interchange for Harrogate package seeks to address the economic imbalance in Harrogate due to low value local jobs/economy and a highly skilled/educated resident population.</p> <p>The package will provide a 21st century gateway, responding to the current and future (projected) high usage of Harrogate Railway Station, and offering a high-quality user experience ensuring the train becomes a more viable commuting travel option for more people. The package will also encourage a greater use of cycling as a means of travel.</p> <p>The package will be funded from the Transforming Cities Fund and potential match funding has been identified from North Yorkshire County Council and Harrogate Borough Council.</p> <p><u>Impact</u></p> <p>The package is key to better connecting people to economic and education opportunities by improving cycling and other active travel infrastructure (including between Harrogate and Knaresborough), as well as Harrogate Railway Station (and associated public realm improvements).</p> <p>The package provides an opportunity to address congestion and journey time reliability issues by creating quicker access into Harrogate bus station and maximising rail franchise renewals therefore promoting sustainable transport access and ensuring that public transport and cycling becomes more attractive modal choice. This will directly support development</p>

	<p>of an appealing town centre environment with new employment and retail space.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).</p> <p>Total value of the Package - £8.443 (subject to match funding)</p> <p>Total value of Combined Authority funding - £7.893 million</p> <p>Funding recommendation sought - £0 million</p>
<p><u>Scheme</u></p> <p>TCF Active and Sustainable Travel across Skipton Town Centre</p> <p><u>Location</u></p> <p>Craven</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The package will provide a 21st century gateway, responding to the current and future (projected) high usage of Skipton Railway Station, and offering a high-quality user experience ensuring the train becomes a more viable commuting travel option for more people. The package will particularly improve access to the station for cyclists and pedestrians.</p> <p>Skipton Station is the second busiest in North Yorkshire, and projections show significant future growth. However, its existing public realm and accessibility result in a poor-quality Transport Gateway. The Active and Sustainable Travel across Skipton Town Centre package is key to enhancing the station's status as a strategically important sustainable transport gateway, better connecting people to economic and education opportunities.</p> <p>The package will be funded from the Transforming Cities Fund.</p> <p><u>Impact</u></p> <p>The package presents an opportunity to transform the access arrangements to the railway station and enhancements to the public realm by improving the pedestrian provisions between rail station, bus station and town centre. The package also focuses on replacement of the Gallows Footbridge over Leeds Liverpool canal and developing the developing the Broughton road active travel corridor.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).</p> <p>Total value of the Package - £5.808 (subject to match funding)</p> <p>Total value of Combined Authority funding - £5.803 million</p> <p>Funding recommendation sought - £0 million</p>
<p><u>Scheme</u></p> <p>Active and sustainable travel to Selby Gateway</p> <p><u>Location</u></p> <p>Selby</p>	<p><u>Scheme description</u></p> <p>The package will be comprised of an enhanced public realm, walking and cycling routes, and an improved gateway experience at the Selby Rail Station. The package will provide better connectivity; maximising use of rail and bus services, whilst also increasing sustainable travel, supporting the town centre, and easing pressure on the local transport network (reduced traffic volumes will also enhance air quality).</p>

<p>(09 June 2020 Investment Committee)</p>	<p>The package will be funded from the Transforming Cities Fund, and potentially match funded by North Yorkshire County Council and Network Rail.</p> <p><u>Impact</u></p> <p>Central to the package is helping the station attain 'gateway' status supporting cross-boundary commuting offering an enhanced rail user experience and reduce relative deprivation by providing better access to employment opportunities. This package will also provide the opportunity in linking the rail station and town centre by encouraging modal shift reducing greenhouse gas emissions which will help in improving the air quality and reducing carbon impact.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (Strategic Outline Case) and work commences on activity 3 (Outline Business Case).</p> <p>Total value of the Package - £17.465 (subject to match funding)</p> <p>Total value of Combined Authority funding - £17.465 million</p> <p>Funding recommendation sought - £0 million</p>
<p><u>Scheme</u></p> <p>'Connecting Leeds' towards Castleford and the Five Towns (A639)</p> <p><u>Location</u></p> <p>Leeds, Castleford, Pontefract</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The Connecting Leeds towards Castleford & The Five Towns (A639) package is key to ensuring the extra demand for public transport, particularly buses, as well as walking and cycling measures, is met.</p> <p>The A639 corridor is an important route between Leeds city centre and Pontefract via south Leeds, with the number of homes and jobs set to increase further. It currently suffers from traffic congestion, air pollution and poor access to public transport and active travel facilities.</p> <p>The package includes combinations of measures such as improvements to bus stop access, the introduction of bus lanes and bus gates, changes to on-street car parking, junction improvements and traffic signal upgrades, expanding the cycle network through cycle lanes and cycleways and improving access to employment and interchanges.</p> <p>The package will be funded from the Transforming Cities Fund (TCF).</p> <p><u>Impact</u></p> <p>The package presents the opportunity to enable reduced car use, by its delivery of the following:</p> <ul style="list-style-type: none"> • Improved access to employment by bus, walking and cycling. • Improved bus journey times. • Reduction in the variation in bus journey times. • Improved access to bus stops. • A new bus interchange hub at Glasshoughton. • Improved facilities for cyclists. • Improved safety for all users.

	<ul style="list-style-type: none"> • Improved air quality. <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (Strategic Outline Case) and work commences on activity 3 (Outline Business Case).</p> <p>Total value of the package - £10.9 million</p> <p>Total value of Combined Authority funding - £10.9 million</p> <p>Funding recommendation sought – £0</p>
<p><u>Scheme</u></p> <p>East Leeds Demand Responsive Transport Leeds</p> <p>(13 May 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>East Leeds Demand Responsive Transport (ELDRT) scheme will trial a digitally enabled Demand Responsive Transport (DRT) service in East Leeds. The pilot will see the introduction of a flexible and agile bus service based on demand rather than a traditional fixed route of scheduled bus services. The service will be accessed through a smart phone app, which uses routing algorithms to match vehicles with capacity, to users.</p> <p>The pilot will be the first trial of digital DRT within West Yorkshire and will be used to evaluate the impact, effectiveness and commercial viability of the DRT service for the wider roll out of the service model in West Yorkshire.</p> <p>During its trial, ELDRT as a complementary demand-based service to the high frequency bus network, will operate in two locations in East Leeds, which are:</p> <ul style="list-style-type: none"> • East Leeds – Aire Valley (providing links to East End Park, Cross Green and Richmond Hill) and providing links to employment locations outside the zone including Leeds Bus Station, Asda (Killingbeck) and Morrisons (Hunslet). • East Leeds – Cross Gates and East Leeds Extension site <p>The scheme is funded from the Leeds Public Transport Investment Programme (LPTIP), Local Transport Plan Integrated Block Programme (LTP ITB) and Section 106 contributions.</p> <p><u>Impact</u></p> <p>The ELDRT services during its pilot will:</p> <ul style="list-style-type: none"> • link communities with employment areas, local centres and key destinations within the area of operation and potentially unlock new demand where traditional bus services would not be commercially viable. • provide enhanced public transport connections across Leeds to link into existing radial bus corridors. <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 3 (outline business case) and work commences on activity 5 (full business case plus finalised costs).</p> <p>Total value of the scheme - £2.234 million</p> <p>Total value of Combined Authority funding - £1.466 million</p> <p>Funding recommendation sought - £0 million</p>

<p><u>Scheme</u> City Connect: Cross Church Street</p> <p><u>Location</u> Kirklees</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The Cross Church street scheme is to be delivered through the City Connect Phase 3 programme, which seeks to build on the cycling network delivered through the Department for Transport's Cycle City Ambition Grant (CCAG) across West Yorkshire in phases 1 and 2 - to make cycling the natural choice and accessible to everyone. The scheme will see delivery of a 0.33km route in Huddersfield town centre of which a key feature is the transformation of Cross Church street (and Queens street) from a motorised route to one to benefit pedestrians and cyclists.</p> <p>The scheme is to be delivered through the City Connect Phase 3 programme, funded by the West Yorkshire plus Transport Fund (WY+TF).</p> <p><u>Impact</u></p> <p>The scheme is predicted to decrease motorised vehicle traffic by 90%, and as a result of the proposed scheme design, it is forecast to deliver journey time savings for cyclists travelling southbound, improve accessibility and connectivity to education, retail and public transport (bus and rail), and contribute to an increase in pedestrian footfall, supporting retail and economic growth.</p> <p>The scheme supports inclusive growth of a better quality of life by enhancing the urban environment and streetscape; supporting improved air quality with a significant removal of motorised vehicles and will encourage walking and cycling.</p> <p>The value for money assessment reflects a benefit cost ratio (BCR) of 3.89:1, judging the scheme as high value for money when assessed against the Department for Transport's value for money criteria.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 3 (outline business case) and work commences on activity 5 (full business case with finalised costs).</p> <p>Total value of the scheme - £2.090 million Total value of Combined Authority funding - £1.291 million Funding recommendation sought - £180,000</p>
<p><u>Scheme</u> Halifax Station Gateway</p> <p><u>Location</u> Calderdale</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The scheme includes the construction of a new two-storey station building and pedestrian bridge improving connections to Halifax Town Centre. It will also involve re-opening the underpass connecting the station to the eastern side of the railway and the Nestle site, changes to the Nestle site to provide connections into the Hebble Trail and the creation of amenity space. To the south the arrangements for parking and access to the Eureka! visitor attraction will be reconfigured to allow for changes in parking at front of the new station.</p> <p><u>Impact</u></p> <p>Along with physical improvements to the station and the surrounding area, the scheme aims to improve accessibility</p>

	<p>and perceptions of the town, promote rail use as well as interchange with other transport modes (especially bus and cycling and walking) and encourage investment in development sites around the station through improved public spaces. These should, in turn, have wider environmental and carbon impact benefits.</p> <p>The scheme was assessed to have a 'high' value for money, though this assessment is sensitive to forecasts of passenger numbers.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 3 (Outline Business Case) and work commences on activity 4 (Full Business Case).</p> <p>Total value of the scheme - £33.621 million (subject to match funding)</p> <p>Total value of Combined Authority funding - £27.10 million, consisting of £10.60 million from WY+TF and £16.50 million from TCF.</p> <p>Funding recommendation sought - £4.031 million</p>
<p><u>Scheme</u></p> <p>Leeds City Centre Package: Armley Gyratory</p> <p><u>Location</u></p> <p>Leeds</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The Armley Gyratory scheme brings together a package of interventions to reconfigure the highway network at the gyratory junction and associated routes. This includes the realignment of existing highway, a new northbound link through the centre of the gyratory, a revised A58 approach arm to the southern extent of the gyratory creating a new junction with the A643 (exit) arm, increased capacity on A643 between the railway bridge and the gyratory (increasing from 3 lanes to 5), revised signal arrangements, improved active mode (walking and cycling) provision around the circumference of the gyratory, and a new shared space and active mode route across the central gyratory.</p> <p>The Investment Committee of 09 June 2020 agreed to extend the scope of the Leeds City Centre to include works required to the A64 Regent Street Bridge.</p> <p>The scheme is to be delivered through the Leeds City Centre Package (CCP) programme, funded by the West Yorkshire plus Transport Fund (WY+TF).</p> <p><u>Impact</u></p> <p>Scheme delivery is anticipated to increase the capacity on the Leeds Inner Ring Road and M621 orbital route and capacity improvements between Junctions 1 - 4 and Junction 7 M621. As a result, this will reduce through-traffic in the city centre, including the South Bank, creating a quality environment attractive to development. The scheme will also encourage walking and cycling</p> <p>The scheme supports inclusive growth and a better quality of life by improving the accessibility and connectivity to employment, education and retail by reducing congestion levels at the Armley Gyratory junction, and by re-routing traffic away from the centre, the opportunity to enhance the public transport and Leeds City Centre</p>

	<p>The value for money assessment reflects a benefit cost ratio (BCR) of 2.58:1, judging the scheme as High value for money when assessed against the Department for Transport's value for money criteria.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 3 (Outline Business Case) and work commences on activity 4 (Full Business Case).</p> <p>Total value of the scheme - £61.5 million</p> <p>Total value of Combined Authority funding - £40.5 million</p> <p>Funding recommendation sought - £5.08 million</p>
<p><u>Scheme</u></p> <p>CIP Phase 1 Holmfirth Town Centre</p> <p><u>Location</u></p> <p>Holmfirth</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The scheme comprises of a series of measures along the A6204/A635 and Holme Valley route including the rationalisation and upgrading of the existing signal-controlled junctions, widening of footways, improvements to pedestrian crossings, public realm and bus stops, and the inclusion of electric vehicle charging points. These measures will help in resolving issues such as conflicts between turning movements, resulting in high congestion levels constraining economic growth of the local area.</p> <p>The scheme is wholly funded from the West Yorkshire plus Transport Fund (WY+TF).</p> <p><u>Impact</u></p> <p>Scheme delivery is anticipated to reduce journey times and improve journey reliability for all modes, reducing congestion and improving accessibility to Holmfirth. Additionally, it will improve the walking provision, better facilitate pedestrian movement, and enhance the public realm / streetscape.</p> <p>The scheme supports inclusive growth principle of a better quality of life by reducing congestion and improving air quality, and through enhancing connectivity and walking provision in the town centre for pedestrians, encouraging active travel.</p> <p>The value for money assessment presents an adjusted benefit to cost ratio (BCR) of 5.51:1, 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 economic case is to be undertaken during the next stage of business case development.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 3 (Outline Business Case) and work commences on activity 4 (Full Business Case).</p> <p>Total value of the scheme - £3.97 million</p> <p>Total value of Combined Authority funding - £3.97 million</p> <p>Funding recommendation sought - £0.89 million</p>
<p><u>Scheme</u></p> <p>City Connect Phase 3 - Castleford Greenway Phase 4</p>	<p><u>Scheme description</u></p> <p>This scheme will deliver a new 1.3km pathway which will fill a gap in the local cycle network in the Methley area, provide a</p>

<p>Leeds (13 May 2020 Investment Committee)</p>	<p>connection to the Trans Pennine Trail, and provide a complete cycle route between Leeds, Wakefield and Castleford.</p> <p>The scheme is to be funded through the West Yorkshire plus Transport Fund</p> <p><u>Impact</u></p> <p>The scheme will provide improved journey quality for cyclists by creating a more direct and traffic-free cycle route for long and short journeys between Leeds, Wakefield and Castleford. This will encourage a move from travelling by car to cycling for a range of journey purposes, thereby delivering further environmental, health and wellbeing benefits. This will encourage cycling and walking, thereby improving air quality and reducing carbon emissions within the area and contribute to the Leeds City Region's climate emergency commitments.</p> <p>The scheme supports inclusive growth and better quality of life with an uptake of cycling and walking to reduce traffic congestion and improve air quality and health, as well as enhancing connectivity and jobs via sustainable travel.</p> <p>The value for money assessment reflects a benefit cost ratio of 4.80:1, judging the scheme as very high value for money when assessed against the Department for Transport's value for money criteria.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 4 (full business case) and work commences on activity 5 (full business case with finalised costs).</p> <p>Total value of the scheme - £371,686</p> <p>Total value of Combined Authority funding - £371,686</p> <p>Funding recommendation sought - £0</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 16 April 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.

<p><u>Scheme</u></p> <p>Safety, Accessibility and Efficiency Programme: Investing in Bus Stations, Shelters and Clean Growth</p> <p><u>Location</u></p> <p>West Yorkshire (09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The programme brings together three schemes– Safety and Security, Bus Shelters and Invest to Save. This scheme aims to improve overall provisions and facilities within bus stations and bus shelters across West Yorkshire for the safety and comfort of both passengers and staff and to encourage an increase in bus patronage,</p> <p>The repairs and improvements will involve updating or installing new infrastructure including brush barriers, pedestrian barriers, help points, tactile signage, CCTV and warning beacons at various bus stations and bus shelters.</p> <p>This programme aligns with the Combined Authority’s corporate priorities of boosting productivity, tackling the climate emergency, enabling inclusive growth and delivering 21st century transport.</p> <p>This programme will be funded from the Local Transport Plan- Integrated Transport Block fund.</p> <p><u>Decision sought</u></p> <p>Approval to proceed through decision point 2 (strategic outline case) and work commences on activity 4 (full business case).</p> <p>Total value of the scheme - £1.9 million</p> <p>Total value of Combined Authority funding - £1.9 million</p> <p>Funding recommendation sought - £0.438 million</p>
<p><u>Scheme</u></p> <p>Monitoring, Evaluation and Bid Development</p> <p><u>Location</u></p> <p>Leeds City Region</p> <p>(09 June 2020 Investment Committee)</p>	<p><u>Scheme description</u></p> <p>The scheme consists of a range of monitoring, evaluation and bid development activities to support delivery of the West Yorkshire Transport Strategy 2040 and its ambition to create a modern, world-class, well-connected transport system that makes travel around West Yorkshire easy and reliable.</p> <p>The scheme is part of a five-year programme and builds on work started in 2017 and includes:</p> <ul style="list-style-type: none"> • Camera-based surveys of movements of people and goods and environmental surveys including air quality and noise to support the new Healthy Streets Demonstration project • Annual tracker surveys, recording levels of satisfaction with public transport • Renewal of software licences, including the Basemap Highways Analyst tool, which increases understanding of congestion on the region’s highways • Active Travel Dashboard, which combines various cycling and walking data for monitoring studies and bid development <p><u>Decision sought</u></p> <p>Activity 5 Change Request to spend the indicative allocation of £0.45 million, approved by the Combined Authority on 25 April 2019.</p>

	Total value of the scheme - £0.750 million
	Total value of Combined Authority funding - £0.750 million
	Funding recommendation sought - £0.450 million

Transforming Cities Fund (TCF) Funding

- 4.5 The TCF Programme Strategic Outline Business Case (SOBC), as submitted to DfT in November 2019, was framed around three funding scenarios, Low, Core and High. These scenarios included a mix of schemes that were deliverable at different scales in the three scenarios as well as some schemes that were only funded in core and high scenarios.
- 4.6 The March 2020 Budget announcement detailed that the West Yorkshire Combined Authority would receive £317 million from the DfT TCF fund to progress all schemes against its 'low' scenario, including those in North Yorkshire (York, Selby, Harrogate and Carven), plus an additional £25 million to be allocated across the programme reflecting the Partners priorities.
- 4.7 Through West Yorkshire's Devolution deal, also announced on 11 March 2020, in line with flexibility provided to other Mayoral Authorities, West Yorkshire Combined Authority will have scope to prioritise investments above this level. A funding strategy for those schemes in the core and higher scenarios is therefore being explored with partners.
- 4.8 Currently, this funding strategy has not been fully developed and therefore only the 'low' scenario funding is available. Therefore, the indicative approvals in this report reflect the 'low' scenarios. However, as reported to Investment Committee on 15 May 2020 (Transforming Cities Fund – Progress Update) an over programming strategy is being progressed, with all schemes across the high funding scenario in West Yorkshire continuing to be developed up to the point of OBC. For information, the values of all three funding scenarios are included in this report. For schemes that reach OBC prior to the funding strategy being agreed, a recommendation as to what scenario should be developed will be made on a scheme by scheme basis.
- 4.9 The Investment Committee recommended to the Combined Authority on 15 May 2020 (Transforming Cities Fund – Progress Update) the following recommendations:
- (i) £11.851m of TCF funding is approved to repay development costs incurred by partners and enable further development work on the projects within the programme as per Appendix A to enable progression to their next Decision Points of the Assurance Framework.
 - (ii) Up to £3m TCF funding is approved, to re-pay spend incurred to date on early development work, previously approved from the Transport Fund Transformational Pot.
 - (iii) The Combined Authority enters into Funding Agreements with partners for expenditure as detailed in Appendix A plus the spend incurred to date

on early development work, previously approved from the Transport Fund Transformational Pot from the Transforming Cities Fund.

- (iv) The £4.930m TCF Programme Management allocation is approved to enable the Combined Authority to effectively undertake Programme Management functions for the lifetime of the TCF funded programme.
- (v) The £1.00m TCF Benefits Realisation allocation is approved, to enable the Combined Authority to provide monitoring and evaluation of the overall programme in line with DfT expectations

Transforming Cities Fund (TCF) BCRs

- 4.10 The Government approved the LCR TCF programme on the basis that it would deliver a Benefit Cost Ratio (BCR) of between 1.5 (representing Low Value for Money) and 2 (representing Medium Value for Money) when assessed using the DfT's Transport Appraisal Guidance (TAG).
- 4.11 It is recognised that individual scheme BCRs may fall outside these values for money categories as business cases are further refined and progress through the assurance process.
- 4.12 These will not be reported at Strategic Outline Case (SOC), but at Outline Business Case (OBC) as the SOC in the main deals with the strategic case and the OBC the economic case.
- 4.13 This is because whilst calculating benefits to costs of a transport scheme there are many more journeys made by car than are made by bus, cycling and walking and as a consequence the monetised benefits arising from improvements to bus, cycling and walking journeys may be outweighed by the monetised dis-benefits to car users. However, a key strategic objective of investment is to encourage modal switch to more sustainable modes and therefore whilst the 'core' BCR (i.e. following Green Book guidance on total impact on the society as a whole) for some schemes may be low, discounting the dis-benefits to car users from the appraisal will result in a higher BCR and where possible this 'range of BCR' will be presented to support decision making.

Emergency Active Travel Funding

- 4.14 On 09 May government announced a new £250 million emergency active travel fund - the first stage of a £2 billion investment across England in walking and cycling over the next 5 years. A further announcement confirmed that £225 million of this funding will be allocated to local authorities to reallocate road space to support safe walking and cycling and to help make sure the road, bus and rail networks are ready to respond to future increases in demand. The £25 million remainder will be allocated to a voucher scheme to help people get their bikes repaired so that they can get back to cycling.
- 4.15 An indicative total allocation of up to £12.567 million has been confirmed for West Yorkshire, split into two tranches. The first tranche of £2.513 million will

be made available in the near future but this could vary as the final allocation of both tranches is dependent on satisfactory plans being submitted to government that set out the proposals to be delivered, that meet the level of ambition expected by government. In metropolitan areas, these plans are expected to be submitted by the relevant Combined Authority, and an application for this funding was submitted by the Combined Authority to Government by the deadline of 5 June.

- 4.16 The West Yorkshire Councils are already progressing plans to support the recovery from Covid-19 through improved provision for walking, cycling and access to public transport, including the introduction of trial and temporary measures to manage and reallocate road space. The Emergency Active Travel funding allocated by government will form part of the funding available to deliver these plans and a programme of interventions to be delivered immediately has been developed as part of the application to government for the funding, focussing on “pop-up” or trial interventions that can be rapidly implemented to respond to the COVID19 crisis.
- 4.17 These interventions have been identified in line with updated statutory guidance published by government on road space reallocation and include improved cycle facilities on key routes; creation of more safe space for walking whilst enabling people to access shops and public transport safely; improvements to enable children to walk and cycle to school more safely; restrictions on motor traffic to create pedestrian and cycling zones; cycle parking, and supporting measures to enable behaviour change, to provide information to businesses and individuals to promote active travel as a mode of choice.
- 4.18 The funding will be spent by the five West Yorkshire partner councils and the Combined Authority on schemes identified to introduce trial and temporary measures to manage and reallocate road space to support safe walking and cycling, and access to public transport ,supported by measures to enable behaviour change.
- 4.19 The Investment Committee recommends to the Combined Authority that:
- (i) The Emergency Active Travel Funding work commences on Activity 6 (Delivery).
 - (ii) Approval for the expenditure of DfT Emergency Active Travel funding that is allocated to the Combined Authority. Presently, this is £2.513 million, but this could vary as the final allocation of both tranches is dependent on satisfactory plans being submitted to government that set out the proposals to be delivered.
 - (iii) The allocation of the DfT Emergency Active Travel funding between the Combined Authority and the five West Yorkshire partner councils is delegated to the Managing Director.

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 All the schemes set out in this report have been considered by the Investment Committee on 13 May 2020 and 09 June 2020.

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.

Project Title	Active & Sustainable Travel in Leeds City Centre (Bishopgate)
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.6 This package of schemes will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.7 Aligned to the strategic objectives of the Transforming Cities Fund, the programme is organised into themes. These themes include partner led schemes collated into packages at Strategic Outline Business Case (SOBC) level. The scheme presented here is a package comprising of two individual schemes. After the SOBC package level approval, these schemes will

progress through the Combined Authority's Assurance Framework individually before being developed and delivered across the West Yorkshire region.

- 5.8 Leeds Train Station is the busiest in the North of England and a nationally significant gateway, with passenger numbers anticipated to increase by 81% by 2043. The Active and Sustainable Travel within Leeds City Centre package of schemes is key to ensuring that this growth is sustainable by enhancing access pathways to Leeds Train Station, both within the immediate city centre area and linking into communities on the periphery of the city centre.
- 5.9 Central to this package is the development of a fully accessible transport hub, accessible to all, connecting key areas of the city, promoting the use of sustainable travel opportunities, and improving links to the wider City Region. This will be achieved by facilitating a smooth transition between rail travel and onward pedestrian, cycling, taxi and bus routes. The proposals to redevelop the station entrance will constitute the following key components:
- The pedestrianisation of New Street Station
 - Development of a transport interchange.
 - Complete re-design and re-building of the station entrance connecting Bishopgate and key pedestrian access routes to the east and south of the city centre.
 - Installation of new pedestrian lifts connecting Bishopgate and the station entrance.
 - Enhanced pedestrian and cycle friendly routes through Neville Street, Dark Neville Street and Victoria Road to actively promote sustainable forms of transport.
 - Improving connectivity across the city centre by installing high quality cycle lanes on key
 - Installation of a high quality 700 space cycle hub with supporting infrastructure
- 5.10 These improvements will be taken forward as two separate schemes – one focused on the station and environs and one focused on the 5 cycle gateways/connectors linking the station into the wider cycle network.
- 5.11 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

- 5.12 This package of schemes will reduce the number of vehicles entering the city centre thereby reducing emissions and improving air quality. It will also Encourage other active modes of transport including cycling and walking.
- 5.13 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.14 Individual schemes' outputs and benefits will be brought forward when scheme outline business cases (OBCs) are presented. Overall package outputs and benefits will include:

- Improved air quality - through the reduction in general traffic
- Reduced journey times to and from Leeds Railway Station, the city centre and surrounding areas - through additional pedestrian and cycle routes
- Improved safety - through the reduction and segregation of general traffic and public realm enhancements
- Improved disabled access to Leeds Railway Station - through a new lift access from Bishopgate
- Improved transport interchange facilities for cyclists - through an enhanced cycle hub at Leeds Railway Station
- Increased footfall in the station environs to support/stimulate new business investment - through public realm enhancements and reduction in general traffic

Risks

5.15 Individual schemes will come with their own risks at outline business case. Risks at package include:

Railway station scheme

- A delay in securing planning consent due to objections – mitigated by consultation with stakeholders through the planning determination process
- A delay in securing consents and agreeing designs with Network Rail – mitigated by a Basic Asset Projection Agreement (in development) with Leeds City Council
- Securing vacant possession of premises – mitigated by Network Rail negotiating early termination of existing leases
- Significant and ongoing traffic congestion arising from the removal of general traffic – mitigated by an effective traffic management strategy

Cycle network

- Stakeholder opposition to scheme proposals - mitigated by feasibility and appraisal work with early and ongoing engagement
- Wider traffic management requirements (influenced by other city centre schemes) leads to programme delays – mitigated by use of traffic modelling

Costs

5.16 The total package costs are £39.5 million. Each individual scheme will confirm its spend profile when it comes forward at OBC. The package cost is split as follows:

- £39.325 million – TCF
- £175,000 – TCF development funding (already allocated)

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority's Managing Director	25/06/2021

Other Key Timescales

5.17 The forecast completion date for this package of scheme is 31 March 2023

Assurance Tolerances

Assurance tolerances
That Combined Authority costs remain within 5% of those outlined in this report.
That the timeframes remain within 2 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	Martin Farrington
Project Manager	Fiona Limb
Combined Authority case officer	Ian McNichol

Appraisal Summary

5.18 The package has a strong strategic fit in terms of its alignment with the priorities of the SEP and the objectives of the TCF. The issues, challenges and opportunities that the package is seeking to address and the potential solutions are clearly articulated, Progress on the key requirements to develop and deliver the package (planning and other consents, ownership, stakeholder

engagement, detailed design etc.) are also set out. Further work will be required at the next stage of the assurance process to refine scheme objectives, particularly in terms of how the outputs and benefits are defined and measured.

- 5.19 The cycle element demonstrates 'High VfM' based on the assumption of 70% uplift of cycling demand and recent evaluation of City Connect cycling schemes does to support this expectation.
- 5.20 The railway station element offers 'Poor VfM' at this stage of appraisal but it does not account for all highway impacts or the impact of relocating existing bus services further away from station. A more robust appraisal will need to establish a more accurate position of VfM for all elements when the individual scheme comes forward.
- 5.21 Promoters should agree the VfM methodology to be used in the development of scheme business cases with the Combined Authorities Portfolio Management & Appraisal (PMA) team.

Recommendations

- 5.22 The Investment Committee recommends to the Combined Authority that:
 - (i) The Active & Sustainable Travel in Leeds City Centre (Bishopgate) package of schemes proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
 - (ii) An indicative approval to the total package value of £39.5 million of which £39.5 million is being funded from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.
 - (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

Project Title	A641 Bradford-Brighouse-Huddersfield Corridor
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.23 The A641 is part of the West Yorkshire Key Route Network. It is a key route connecting Huddersfield, Brighouse and Bradford, and in conjunction with the stretch of the A644 to M62 junction 25, has a pivotal role to play in facilitating the economic growth aspirations of Calderdale, Kirklees and Bradford.
- 5.24 The highway network along the corridor is car dominated and with poor provision for active mode travel (pedestrian and cycling), resulting in high levels of congestion affecting journey times along the route as well as inter-settlement movements in the areas surrounding Brighouse. The corridor also suffers environmental issues relating to impacts of flooding.
- 5.25 At activity 2 (strategic outline case), the business case presents a series of interventions that can be delivered to address the issues identified. The interventions within Brighouse town centre focus on supporting active mode travel (walking and cycling) and multi modal travel, with enhancement to the public realm, pedestrian connectivity to the rail station, and a revised bus priority route through the town centre – whilst interventions along the highway network of the A641 corridor and associated routes include junction, ring road and roundabout improvements, traffic signal upgrades, new highway links, and flood alleviation measures.
- 5.26 The scope of the highway network, however, does also include improvements dedicated to public transport (bus) and active mode travel (walking and cycling), with introduction of bus priority signals at certain junctions where bus speeds are noticeably low, and the provision of segregated cycling and better walking and crossing points along the corridor.
- 5.27 As a result of the combination of interventions proposed, scheme delivery is anticipated to improve journey times and journey reliability for all modes, improve accessibility and connectivity to encourage multi modal travel,

safeguard and enhance the natural environment, and contribute to carbon reduction - improving air quality.

- 5.28 The scheme will also unlock land for employment and sustainable housing growth, adapting the highway network to support delivery of access and through roads at the Clifton Enterprise Zone site, and two new housing sites in South East Calderdale as part of the Garden Suburbs, forecast to deliver over 3200 new homes by 2032.
- 5.29 The scheme comes forward at activity 2 (strategic outline case) with a total cost estimate of up to £95.1 million, with a West Yorkshire plus Transport Fund allocation of up to £75.54 million. It is anticipated that significant developer contribution will be secured as match, with the level of contribution from the West Yorkshire plus Transport Fund and developers to be determined upon identification of the scope of the preferred option scheme at activity 3 (outline business case).
- 5.30 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

- 5.31 Clean growth will be achieved through the provision of new and upgraded services and infrastructure that promote greener ways of travelling, for instance to locate the Garden Suburbs housing sites near current and future places of employment, accessible by walking or cycling.
- 5.32 It should also be noted that delivery of new highway links will include provision for active modes and public transport, and these will be designed with priority in mind.
- 5.33 The further development of the scheme will examine possible technological aspects, such as electric vehicle charging points and provision of real time public transport information.
- 5.34 Work to demonstrate forecast carbon savings as a result of scheme delivery, and the adoption of green principles into the construction works programme will be provided at outline business case.

Outputs, Benefits and Inclusive Growth Implications

- 5.35 The scheme outputs and benefits are highlighted below. It should be noted that SMART targets will be developed once detailed modelling is undertaken at activity 3 (outline business case):
- Improve journey times and reliability for all modes to facilitate good growth.
 - Unlock land for employment and sustainable housing growth in the South-East Calderdale area, facilitating the development of Clifton Enterprise Zone and the Garden Suburbs.

- Improve accessibility and connectivity to facilitate and increase the attractiveness of multi modal travel.
- Safeguard and enhance the natural and built environments.
- Contribute to carbon reduction, air quality improvements and congestion mitigation.
- The value for money assessment reflects a medium to high value for money classification range for the combination of packages presented at strategic outline case when assessed against the Department for Transport's value for money criteria. The benefit to cost ratio (BCR) to support the value for money assessment will be refined following further appraisal at outline business case.
- Scheme delivery will support the inclusive growth principle of a better quality of life by enhancing multi modal connectivity and access, which will create better opportunities for travel to employment, education, and housing to and from Brighouse town centre and the associated routes along the A641 corridor. As a result, the scheme also promotes active mode travel and the associated health benefits and encourages modal shift from the car which will reduce congestion levels and improve air quality in the surrounding area.

Risks

5.36 The scheme risks include:

- The Calderdale Local plan is not adopted to the same timescales or a strategic change of direction happens that does not promote growth in South East Calderdale. To be mitigated through continued involvement in master planning exercises related to Garden Suburbs that will form part of the Local Plan evidence base, with submission of documents such as the signed Memorandums of Understanding and Statements of Common Ground to strengthen the case of the Local Plan strategy.
- Complexity of land ownership makes negotiations around acquisition more costly and/or lengthy, impacting scheme affordability and deliverability. To be mitigated through early communications with landowners and developers to understand issues early and formulate a plan to resolve them.
- Major flood events in Brighouse becoming more frequent cause a rethink in priorities related to types of intervention or growth aspirations. None at present beyond continued working with the Environment Agency to jointly deliver flood alleviation schemes and enhance flood mitigation measures within elements of the A641 scheme.

Costs

5.37 The scheme costs are:

- The total scheme cost estimate at activity 2 (strategic outline case) is up to £95.1 million.
- The strategic outline case reflects a West Yorkshire plus Transport Fund contribution of £65.1 million, however it is accepted the scheme has access to up to £75.54 million from the West Yorkshire plus Transport Fund as confirmed by the recent transport fund re-baseline exercise.
- Significant developer contribution will be sought as match, with the level of contribution to be determined upon identification of the preferred option scheme and following a detailed master planning exercise at activity 3 (outline business case)
- The scheme secured approval of £0.794 million to support strategic outline case development costs, and now seeks an additional approval of £1.335 million to support outline business case costs, taking the total approval to £2.129 million.
- The Combined Authority to enter into an addendum to the existing funding agreement with Calderdale Council for expenditure up to £2.129 million from the West Yorkshire plus Transport Fund.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	31/12/2021
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	29/12/2023
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	28/06/2024

Other Key Timescales

5.38 Following approval of the outline business case (decision point 3) forecast for December 2021, it is anticipated that the scheme will come forward in four phases to support project delivery dates, with submission at activity 4 (full

business case) across 2023. The four packages have been classified as Town Centre, Greenways, Cross Boundary and Minor Works, and Strategic Links.

- 5.39 Approval of Combined Authority funding at decision point 5 (full business with finalised costs) for all four packages is estimated to conclude by June 2024, with practical completion of all four phases forecast for December 2025.

Assurance Tolerances

Assurance tolerances
That any cost increase remains within 10% of that set out.
That the delivery timescales remain within 6 months of that set out.

Project Responsibilities

Senior Responsible Officer	Steven Lee
Project Manager	Hollie Good
Combined Authority case officer	Asif Abed

Appraisal Summary

- 5.40 Appraisal of the strategic outline case is satisfied that amongst the combination of packages presented, there is scope for a preferred option scheme to be developed at outline business case (activity 3) which supports the ambitions of the transport fund and associated local and regional transport policies and strategies.
- 5.41 It is however recommended that the optioneering exercise as part of the economic case is redone to ensure the options assessment reviews packages in which the combination of interventions are complimentary and better demonstrate plausible solutions to support delivery of the desired objectives, rather than reflecting isolated interventions coupled together.
- 5.42 The financial case is adequately presented and provides a reasonable understanding of the cost estimates at strategic outline case stage, supported by an affordability statement which highlights early feasibility work on the potential developer contribution that could be secured, with the level of contribution from the West Yorkshire plus Transport Fund and developers to be determined by the preferred option scheme scope.
- 5.43 Appraisal considers the commercial and management case as satisfactory, with expectancy that elements within the respective cases are worked up and refined at outline business case, including a refined delivery programme detailing the mechanics behind phasing the scheme into four phases at activity 4 (full business case).

Recommendations

5.44 The Investment Committee recommends to the Combined Authority that:

- (i) The A641 Bradford Huddersfield Corridor project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority's contribution of £75.54 million to be funded through the West Yorkshire plus Transport Fund is given, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project cost is estimated to be up to £95.1 million.
- (iii) Additional development costs of £1.335 million are approved in order to progress the scheme to decision point 3 (outline business case), taking the total project approval to £2.129 million.
- (iv) The Combined Authority enter into an addendum to the existing Funding Agreement with Calderdale Council for expenditure of up to £2.129 million from the West Yorkshire plus Transport Fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

Project Title	'Connecting Leeds' from South Leeds and through Wakefield (A61 South)
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.45 This package will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.46 The A61 corridor is an important route between Leeds city centre and Wakefield via south Leeds. The corridor suffers from traffic congestion, slow bus speeds and poor bus service reliability, air pollution, poor access to bus stops and a lack of cycle routes. The 'Connecting Leeds' from South Leeds and through Wakefield (A61 South) package is key to improving public transport, particularly buses, as well as walking and cycling, to meet the extra demand from new homes and jobs planned within areas along the corridor.
- 5.47 Central to this package is the investment in sustainable transport infrastructure support the ambition to connect deprived communities with employment opportunities. The proposals for this investment are:
- New bus and cycle lanes
 - Upgrade existing signals junction to provide bus priority
 - New traffic-controlled junction, including pedestrian crossings and bus priority
 - Changes to routing and improvements to bus stops along the corridor
 - Formalise car parking along extended sections of the corridor

- General improvements to pedestrian (e.g. footway, dropped kerb & crossing improvements) & bus accessibility (e.g. boarders & clearways) to bus stops on the corridor

5.48 The scheme is divided into 2 sections; 1 of which spans approximately 5 miles between the Leeds Valley Park Business Park and Newton Hill Roundabout, north of Wakefield; and 1 which is located along a two-mile stretch south of Wakefield, between the A61 / A638 junction and the A61 / Standbridge Lane junction.

5.49 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.50 This package will reduce the number of car journeys along this corridor, thereby reducing emissions and improving air quality. It will also encourage other active modes of transport including cycling and walking.

5.51 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.52 Overall Package outputs and benefits will include:

- Improved air quality - through the reduction in general traffic
- Improved access to employment by bus, walking and cycling
- Improved bus journey times – through enhanced traffic signal and 'intelligent' bus priority control
- Improved quality of pedestrian infrastructure, including access to bus stops
- Improved facilities for cyclists – through dedicated cycle lanes
- Improved network safety for all users

Risks

5.53 The key risks include:

- Package costs increase from early estimates – mitigated by appropriate contingency and risk inclusion at an early stage, reviewing throughout the process and obtaining detailed survey information as early as possible.
- Transfer of package design from Development to Delivery Partners – mitigated by having a single business case owner from SOC to FBC to ensure knowledge transfer, as well as having early contractor involvement in preliminary design to facilitate seamless transfer.

- Public/stakeholder objections to proposals given likely impact on car users, disruption to road network during construction period and business/property owners – mitigated by public consultation from an early stage and throughout.
- Environmental constraints including Tree Preservation Orders (TPO) – mitigated through investigating whether any trees along the route are subject to TPOs.

Costs

5.54 The total package value under the 'low' scenario is £7 million. The package value under the 'core' scenario is £7 million and the 'high' scenario is £11.639 million. The detail of the interventions will be determined at the next stage of assurance process once more detailed design has been undertaken and over programming strategy is refined.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	04/03/2021
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	01/03/2022

Other Key Timescales

5.55 The forecast completion date for this package of scheme is 31st March 2023

Assurance Tolerances

Assurance tolerances
<ul style="list-style-type: none"> • That Combined Authority costs remain within 10% of those outlined in this report. • That the timeframes remain within 6 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	Andrew Hall, Leeds City Council
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Project Manager	Paul Roberts
Combined Authority case officer	Ian McNichol

Appraisal Summary

- 5.56 The package has a strong strategic fit in terms of its alignment with the priorities of the SEP and the objectives of the TCF. The issues, challenges and opportunities on the A61(S) are clearly set out and provide an evidence-base to the rationale of the package. Some further work will be required at the next stage of the assurance process to set out the requirements for service changes needed to satisfy the package objectives. In addition, some further work will also be required to assess the feasibility of the benefits associated with the package's forecast outcomes.
- 5.57 At present the wider package level benefits comprise of active mode and bus user benefits, as well as highway user dis-benefits. Further work will be required at the next stage of the assurance process to refine scheme benefits, particularly in terms of productivity benefits, air quality benefits and social inclusion benefits, which could increase the overall benefit of the package.
- 5.58 Wider package benefits have been identified for assessment at the next stage, including productivity benefits, air quality benefits and social inclusion benefits, which could increase the overall benefit of the package.
- 5.59 Further work is required at the next stage of the assurance process to understand how appraisal conclusions were reached, particularly for the appraisal of the short list of options. In addition, the assessment of wider benefits should be considered to strengthen the VfM position.

Recommendations

- 5.60 The Investment Committee recommends to the Combined Authority that:
- (i) The 'Connecting Leeds' from South Leeds and through Wakefield (A61 South) proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
 - (ii) An indicative approval to the total package value of £7 million is given from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.
 - (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

Project Title	Active and Sustainable Interchange for Harrogate
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.61 This package will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.62 The Active and Sustainable Interchange for Harrogate package is key to better connecting people to economic and education opportunities by improving cycling and other active travel infrastructure (including between Harrogate and Knaresborough), as well as Harrogate Railway Station (and associated public realm improvements).
- 5.63 A core element of the package consists of improvements to the Harrogate Railway Station gateway area; both the rail and nearby bus stations are of strategic importance as sustainable transport gateways, allowing residents to access opportunities across the wider Leeds City Region, and equally allowing employees and visitors from outside of the area to access Harrogate. The proposed scheme will:
- Regenerate the area around Harrogate Rail and Bus Station
 - Improve door to door connectivity within Harrogate and Knaresborough and onwards to the rest of The North
 - Reduce carbon emissions from the transport sector across Harrogate and Knaresborough
 - Provide infrastructure to support a quality, intelligent, transport network focussed on walking, cycling and public transport.

5.64 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.65 This package will reduce the proportion of car travel thereby reducing emissions and improving air quality. It will also encourage active modes of transport including cycling and walking.

5.66 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.67 Individual schemes' outputs and benefits will be brought forward when scheme outline business cases (OBCs) are presented. Overall package outputs and benefits will include:

5.68 The package outputs and benefits include:

- Improved air quality - through the reduction in general traffic
- Construction of segregated cycle routes to provide an alternative to the over-reliant private car usage
- Increased usage of Harrogate Station to travel between Harrogate and the Wider Region for all journey purposes
- Increased access to and from the station to improve the residence access to key employment sites located outside Harrogate and within the region
- Improved walking facilities
- Improved journey times and reliability will be offered to through traffic, better connecting the towns and cities of the surrounding area.
- Enabling the development of 255 homes
- Enabling the delivery of 49,340 square feet of office space and 11,840 square feet of retail space

Risks

5.69 Individual schemes will come with their own risks at Outline Business Case. Risks at package level include:

- The package encroaches on to public parkland – mitigated by early engagement with stakeholders to investigate the potential need to secure replacement land or to redefine package boundaries
- Road network modifications in Harrogate may impact surrounding highways – mitigated by completing traffic modelling early and engaging with North Yorkshire County Council to discuss results and risks

- Standard transport models have been used to predict infrastructure impact and benefits may not actually be realised – mitigated through development of M&E Plans and Benefits Realisation Plans. Business Change Managers will be appointed to ensure programme is managing/monitoring benefits
- Stakeholders/public opposition to scheme proposals – mitigated through targeted consultation with residents, businesses and other key groups and potential de-scoping

Costs

5.70 The total scheme costs are to be defined at next stage of assurance process. Combined Authority funding under ‘low’ scenario is £7.893 million. Potential match funding contribution of up to £100,00 from North Yorkshire County Council and of up to £500,000 from Harrogate Borough Council is being developed and will be brought forward at the next stage of assurance process.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	01/12/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	01/02/2021

Other Key Timescales

5.71 The forecast completion date for this package is 31 March 2023

Assurance Tolerances

Assurance tolerances
<ul style="list-style-type: none"> • That Combined Authority costs remain within 10% of those outlined in this report. • That the timeframes remain within 6 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	Trevor Watson
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Project Manager	Tom Horner, Harrogate Borough Council
Combined Authority case officer	Ian McNichol

Appraisal Summary

5.72 Overall, the package has a strong alignment with objectives contained within the LCR and York, North Yorkshire and East Riding Strategic Economic Plans. There are also strong links to priorities across a range of local, regional and national policies. Further work will be required at the next stage of the assurance process to refine scheme objectives, particularly in setting them out in the SMART format.

Recommendations

- 5.73 The Investment Committee recommends to the Combined Authority that:
- (i) The Active and Sustainable Interchange for Harrogate package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
 - (ii) An indicative approval for the Combined Authority contribution of £7.893 million is given from the Transforming Cities Fund with Full Approval to spend being granted once the package has progressed through the Assurance Process to decision point 5.
 - (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

Project Title	TCF Active and Sustainable Travel across Skipton Town Centre
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.74 This package will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.75 Aligned to the strategic objectives of the Transforming Cities Fund, the programme is organised into themes. These themes include partner led schemes collated into packages at Strategic Outline Business Case (SOC) level. After the SOC package level approval, schemes will progress through the Combined Authority's Assurance Framework individually before being developed and delivered across LCR.
- 5.76 The Active and Sustainable Travel across Skipton Town Centre package is key to enhancing the station's status as a strategically important sustainable transport gateway, better connecting people to economic and education opportunities.
- 5.77 A core element of the package consists of improvements to Skipton Railway Station and providing enhanced access (as well as much improved facilities for pedestrians and cyclists), enabling residents to better access opportunities across the wider LCR area, and equally workers and visitors from outside the area have much better access to Skipton. The proposals to improve the station will consist of the following key components:
- Skipton Railway Station Gateway public realm enhancements,
 - Development of Broughton Road as an Active Travel Corridor,

- Railway Station to Bus Station Active Travel Improvements (including new crossing facilities and the replacement of Gallows Bridge) and
- Railway Station to College Campus footpath enhancements.

5.78 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.79 This package will improve active travel networks, thereby reducing emissions and improving air quality. It will also encourage active modes of transport including cycling and walking.

5.80 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.81 Individual schemes' outputs and benefits will be brought forward when scheme outline business cases (OBCs) are presented. Overall package outputs and benefits will include:

- Improved air quality – through improvements to active travel networks
- Reduced journey times – through increased transport capacity and resilience
- Improved safety for cyclists and pedestrian – through footpath and junction improvements,
- Providing an attractive Gateway to Skipton – through station gateway public realm and station frontage improvements
- Improved connectivity and economic links with Lancashire and West Yorkshire via road and rail networks – through lower congestion
- Improved supply of labour for local businesses, which will help support the Skipton Local Plans anticipated 800jobs – through increased access to Skipton
- Better integration between rail and bus – through linking the Railway and Bus Stations
- Enable the delivery of 469 additional homes
- Enable the delivery of 7.6hectares of commercial space and extensive public open space

Risks

5.82 Individual schemes will come with their own risks at Outline Business Case. Risks at package include:

- Land purchases for required works – mitigated by discussions with landowners and identification of alternative proposals to reduce level of land take/adapt existing land owned.
- Temporary or permanent impacts on junction proposals descope TCF proposal if plans are still unacceptable - mitigated by design adjustments
- Objections to removal of on-street parking spaces to install a cycle lane (may require design adjustment/de-scoping active travel corridor) – mitigated by potential de-scoping of the proposals to an advisory cycle lane
- Predicted scheme benefits may not be realised and judged unsuccessfully – mitigated by business case inclusion of Monitoring and Evaluation Plans/Benefits Realisation Plans and allocation of Business Change Managers to each project direction team to sit on the Programme Board monitoring benefits.
- Network Rail and Northern Rail support required for alterations to station plaza – mitigated by alternate design preparations and dialogue/workshop with parties over loss of staff car parking/general pay and display provision. May result in compensation for loss of parking revenue.
- Local stakeholder objections – mitigated by Craven District Council plans for targeted consultation with residents, business and other key groups, stakeholder workshops and potential to descope elements of project with significant objection.

Costs

- 5.83 The total scheme costs are to be defined at next stage of assurance process. Combined Authority funding for 'low' scenario is £5.803 million. Potential match funding contribution of up to £100,000 from North Yorkshire County Council is being developed and will be brought forward at the next stage of assurance process.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	01/12/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team	01/02/2021

	Decision: Combined Authority's Managing Director	
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Other Key Timescales

5.84 The forecast completion date for this package is 31 March 2023

Assurance Tolerances

Assurance tolerances
<ul style="list-style-type: none"> • That Combined Authority costs remain within 10% of those outlined in this report. • That the timeframes remain within 6 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	To be confirmed
Project Manager	Rebecca Gibson, North Yorkshire County Council
Combined Authority case officer	Ian McNichol

Appraisal Summary

- 5.85 The package has a strong strategic fit in terms of its alignment with the priorities of the SEP and the objectives of the TCF. The issues, challenges and opportunities that the package is seeking to address, and the potential solutions are articulated. Key requirements to develop and deliver the package (planning, ownership, stakeholder engagement, detailed design etc.) are also set out. Further work will be required at the next stage of the assurance process to specify the constituents and responsibilities of the stakeholder and engagement and consultation plans along with measurement of outputs and benefits..
- 5.86 The package aims to deliver a 1.3% uplift in rail trips using Skipton Station, as well as 20% growth in active mode travel along routes improved as part of the wider package.

Recommendations

- 5.87 The Investment Committee recommends to the Combined Authority that:
- The Active and Sustainable Travel across Skipton Town package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).

- (ii) An indicative approval to the Combined Authority contribution of £5.803 million is given from the Transforming Cities Fund with Full Approval to spend being granted once the package has progressed through the Assurance Process to decision point 5.
- (iii) Future approvals are made in accordance with the approval pathway and approval route outlined in this report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

Project Title	Active and sustainable travel to Selby Gateway
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.88 This package will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.89 Selby is the fastest growing district in North Yorkshire and has several major redevelopment sites within walking/cycling distance to the station and each other. Nearby key development sites are set to create thousands of jobs and over a thousand new homes. The scale of this development, and its potential impact on the local transport network, means that ensuring high quality sustainable travel links which connect the sites with the gateway area at the heart of Selby, are of vital importance.
- 5.90 The package will be comprised of an enhanced public realm, walking and cycling routes, improved visual amenity and an improved gateway experience at the Selby Rail Station. The proposals include the following elements:
- station public realm enhancements,
 - bus station enhancements,
 - Cowie Drive improvements,
 - Olympia Park pedestrian and cycle bridge,
 - public realm improvements on Ousegate,
 - Selby Park Link (a direct active travel link between the station and the Abbey and town centre)
 - external station upgrades,

- sustainable travel measures (including cycle storage and electric vehicle charge-points),
- Portholme Road Link,
- upgrades to crossing facilities at The Crescent / Park Street junction,
- improved footways and cycle infrastructure between Station Road and the A19 .

5.91 A summary of the scheme's business case and location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.92 This package will reduce traffic volume, thereby reducing greenhouse gas emissions and improving air quality. It will also encourage active modes of transport including cycling and walking.

5.93 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.94 Individual schemes' outputs and benefits will be brought forward when scheme outline business cases (OBCs) are presented. Overall package outputs and benefits will include:

5.95 The package outputs and benefits include:

- Improved air quality - by reduced traffic on the network
- Constructed segregated cycle routes to provide an alternative to the over-reliant private car usage.
- Increased usage of Selby Station to travel between Selby and the Wider Region for all journey purposes.
- Increased access to and from the station to improve the residence access to key employment sites located outside Selby and within the region.
- Reduced journey time between households and different services – by improved cycling and walking facilities
- Enabling the delivery of at least 1,000 new homes
- Enabling the delivery of 35 hectares of employment space and extensive public open space

Risks

5.96 Individual schemes will come with their own risks at Outline Business Case. Risks at package include:

- Land acquisition (including properties) – mitigated by early engagement with landowners.
- Objections to potential parking for companies within the area – mitigated by ongoing design work to manage and mitigate issues.
- Inability to complete works due to land or legal barriers – mitigated by ensuring sufficient preparation is taken to investigate implications and engage in discussions with partners.
- Potential difficulties in ground conditions of embankment for underpass – mitigated by undertaking ground investigations.
- Local stakeholder objections– mitigated by Selby District Council plans for targeted consultation with key groups, stakeholder workshops and potential to descope elements of project with significant objection.

Costs

5.97 The total scheme costs are to be defined at next stage of assurance process. Combined Authority funding for the ‘low’ scenario is £17.465 million. Potential match funding contribution of up to £1.897 million from Selby District Council and North Yorkshire County Council and potentially from Trans Pennine Express is being developed and will be brought forward at the next stage of assurance process.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	01/12/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	01/02/2021

Other Key Timescales

5.98 The forecast completion date for this package is 31 March 2023.

Assurance Tolerances

Assurance tolerances

- That Combined Authority costs remain within 10% of those outlined in this report.
- That the timeframes remain within 6 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	North Yorkshire County Council - To be confirmed Julian Rudd, Selby District Council
Project Manager	Rebecca Gibson, North Yorkshire County Council
Combined Authority case officer	Ian McNichol

Appraisal Summary

5.99 The package has a strong strategic fit in terms of its alignment with the priorities of the SEP and the objectives of the TCF. The issues, challenges and opportunities that the package is seeking to address and the potential solutions are articulated. Progress on the key requirements to develop and deliver the package (ownership, stakeholder engagement, detailed design etc.) are also set out. Further work will be required at the next stage of the assurance process to refine scheme objectives, particularly in terms of how the outputs and benefits are defined and measured.

5.100 The package demonstrates 'medium' value for money, when assessed against the Department of Transport' value for money criteria based on assumptions around land value uplift for existing property values.

Recommendations

5.101 The Investment Committee recommends to the Combined Authority that:

- (i) The Active and Sustainable Travel to Selby Gateway package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority contribution of £17.465 million is given from the Transforming Cities Fund with full approval to spend being granted once the package has progressed through the assurance process to decision point 5.
- (iii) 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 Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

Project Title	'Connecting Leeds' towards Castleford and the Five Towns (A639)
Stage	1 (eligibility)
Decision Point	2 (strategic outline case)

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

- 5.102 This package will be funded through the Department for Transport's Transforming Cities Fund (TCF). As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities. This scheme will be funded through Tranche 2 of the fund, which received Department for Transport's approval in March 2020.
- 5.103 The Connecting Leeds towards Castleford & The Five Towns (A639) package is key to ensuring the extra demand for public transport, particularly buses, as well as walking and cycling measures, is met. The A639 corridor is an important route between Leeds city centre and Pontefract via south Leeds, with the number of homes and jobs set to increase further. However, it currently suffers from traffic congestion, air pollution and poor access to public transport and active travel facilities.
- 5.104 Central to this package is the investment in sustainable transport infrastructure that is essential for the sustained growth in housing in the Wakefield district. The proposals for this investment are:
- Introducing bus priority signals at certain junctions where bus speeds are particularly slow and convert carriageway to bus lane along sections of the corridor where bus speeds are significantly slow, including approaches.
 - Introducing of dedicated non-segregated cycle lanes at certain sections of the corridor.

- Formalised car parking along extended sections of the corridor where issues occur.
- Changes to routing and improvements to bus stops along the corridor.
- Traffic signal upgrade at all key junctions along the corridor where there is significant delay and capacity issues.

5.105 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.106 This package will reduce the number of private car journeys along this corridor, thereby reducing emissions and improving air quality. It will also encourage other active modes of transport including cycling and walking.

5.107 Further details on quantifying climate change implications will be undertaken as each scheme progresses through the assurance process.

Outputs, Benefits and Inclusive Growth Implications

5.108 Individual schemes' outputs and benefits will be brought forward when scheme outline business cases (OBCs) are presented. Overall package outputs and benefits will include:

5.109 The package outputs and benefits include:

- Improved Air Quality – through reduced vehicle emissions
- Improved end to end journey time for busses along the corridor – through transformation of the bus offer
- Improved quality of pedestrian infrastructure, including access to bus stops
- Improved facilities for cyclists along the corridor
- Improved network safety for all users
- Greater productivity and reduction in deprivation through improved access to employment/ development centres and training via sustainable modes

Risks

5.110 Individual schemes will come with their own risks at Outline Business Case. Risks at package include:

- Package costs increase from early estimates – mitigated by including an appropriate level of contingency and risk allowances and obtaining detailed survey information as early as possible

- Transfer of package design from Development to Delivery Partners – mitigated by having a single business case owner from SOC to FBC to ensure knowledge transfer, as well as having early contractor involvement in preliminary design to facilitate seamless transfer
- Public/stakeholder objections given the likely impact on car users and business/property owners – mitigated by holding public consultation at early stages and throughout process

Costs

5.111 The total package costs under the 'low' scenario is £10.9 million. The package costs under the 'core' and the 'high' scenario are £10.9 million. The detail of the interventions will be determined at the next stage of assurance process once more detailed design has been undertaken.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
2 (strategic outline case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
3 (outline business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	04/03/2021
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	01/03/2022

Other Key Timescales

5.112 The forecast completion date for this package is 31 March 2023

Assurance Tolerances

Assurance tolerances
<ul style="list-style-type: none"> • That Combined Authority costs remain within 10% of those outlined in this report. • That the timeframes remain within 6 months of those outlined in this report.

Project Responsibilities

Senior Responsible Officer	Graham West, Wakefield City Council
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Project Manager	Fiona Limb
Combined Authority case officer	Ian McNichol

Appraisal Summary

- 5.113 The package has a strong strategic fit in terms of its alignment with the priorities of the SEP and the objectives of the TCF. The issues, challenges and opportunities along the current A639 are clearly and thoroughly articulated, and the package elements will clearly help to improve the route (outcomes and benefits have been detailed). Some further work will be required at the next stage of the assurance process to set out the requirements for service changes needed to satisfy the package objectives.
- 5.114 At present, the wider package level benefits comprise of active mode and bus user benefits, as well as highway user dis-benefits bus user benefits. Further work will be required at the next stage of the assurance process to refine scheme benefits, particularly in terms of productivity benefits, air quality benefits and social inclusion benefits, which could increase the overall benefit of the package.
- 5.115 Further work is required at the next stage of the assurance process to understand how appraisal conclusions were reached, particularly for the appraisal of the short list of options. In addition, the assessment of wider benefits should be considered to strengthen the VfM position.

Recommendations

- 5.116 The Investment Committee recommends to the Combined Authority that:
- (i) The TCF 'Connecting Leeds' towards Castleford and the Five Towns (A639) proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
 - (ii) An indicative approval to the total package value of £10.9 million is given from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.
 - (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

Projects in Stage 2: Development



5.117 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.

Project Title	East Leeds Demand Responsive Transport
Stage	2 (development)
Decision Point	3 (outline business case)

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

Background

- 5.118 The public transport network plays a vital role in connecting people to employment and training opportunities, especially in areas of Leeds where there are low levels of car ownership and areas of high deprivation. Gaps in the core bus network; unreliable and inconsistent bus services resulting in low overall bus patronage; impacts on air quality due to high traffic levels and congestion all call for an innovative and demand focussed complementary public transport provision.
- 5.119 To overcome the current issues and potentially explore new avenues for public transport provisioning, East Leeds Demand Responsive Transport (ELDRT) scheme will trial a digitally enabled Demand Responsive Transport (DRT) service in two areas of East Leeds. The pilot will see the introduction of an agile and dynamic public transport service accessed through a smart phone app, which uses routing algorithms to match vehicles with capacity to users.
- 5.120 The approval sought will enable the provision of seven vehicles to operate the DRT service; provide for the operating costs (revenue funding) for these services for the three years of the trial; and provide a smartphone app to enable booking and payment for the service.

- 5.121 The providers of the DRT service will be selected through an open tender process. Market engagement with DRT operators has already taken place and has received a positive response.
- 5.122 ELDRT pilot offers a flexible and agile bus service based on demand rather than a traditional fixed route of scheduled bus services. DRT services look to optimise service delivery, aggregating demand to achieve service efficiencies, providing an easy to use service, flexible to customer needs. The DRT pilot scheme has an emphasis on enhancing and complementing existing bus services in the area, acting as a service that will provide a first/last mile link to existing public transport journeys or as an addition to the existing bus network offer to linking communities with broader public transport and key destinations in the service area.
- 5.123 The pilot will be the first trial of digital DRT within West Yorkshire with a key aim to evaluate the impact, effectiveness and commercial viability for a wider rollout this service model in West Yorkshire. If successful, the DRT service will contribute towards achieving Strategic Economic Plan objectives by providing a new bus service model that will improve peoples' access to jobs and opportunities, provide connection to rail and park and ride services and contribute to reducing air pollution and carbon emission through reducing car use.
- 5.124 This scheme forms part of the Leeds Public Transport Investment Programme, a £183.5 million programme using devolved Department for Transport funding supplemented with contributions from Leeds City Council and the Combined Authority. This programme aims to support economic growth by unlocking transport constraints, improve public transport journey times and usage and improve air quality by reducing overall transport emissions.
- 5.125 The first trial DRT service, East Leeds to Aire Valley, will provide links from the East End Park, Cross Green and Richmond Hill areas to both employment locations inside the specified zone and to destinations outside the zone including Leeds Bus Station, Asda at Killingbeck and Hunslet Morrisons. This area currently has poor access to supermarkets and the DRT service will seek to address this as well as providing improved access to St James' Hospital and local employment opportunities. This service will provide local links into the Aire Valley Enterprise Zone.
- 5.126 The second trial DRT service, East Leeds to Crossgates, is expected to support access from 5,000 new homes to local economic and employment centres, transport hubs, health and education facilities. The proposed service area has been selected as it encapsulates several major housing and employment developments including the East Leeds Extension (ELE) site, where 7.08 hectares of employment land has been identified for development.
- 5.127 Initial analysis of the bus network in the East Leeds area assisted in identifying gaps in bus provision therefore defining the area of DRT trials. Additionally, initial analysis to determine the potential propensity of populations within the wider geography to engage and ultimately use the scheme based upon

population, socio-economic information and data defining a potential user base for the trialled serviced. The proposed scheme will form a partnership with an appointed operator for vehicle operation and a technology provider who will provide the technology provisioning (via an app) required to route / match the demand of the service to vehicles serving the pilot ELDRT routes. Users will be able to book the service via an app or over the phone if they do not have access to a smart phone.

5.128 The ELDRT scheme will have a role to play in the post Covid-19 recovery. Approval of the outline business case now will enable expediency of progressing final approval for delivery as soon as the market is ready to respond to the planned tender. Operators are not currently in a position to respond to a tender given the Covid-19 situation.

5.129 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.130 The scheme is a three-year pilot which will offer services in two areas of East Leeds and will explore if and how digital demand responsive transport services can improve access to the existing high frequency bus network, from areas that are currently poorly served. If successful, this should in the longer term, contribute to reducing the use of private vehicles therefore contributing directly in reducing carbon emissions.

Outputs, Benefits and Inclusive Growth Implications

5.131 The scheme outputs and benefits include:

- Research and innovation by trialling the first digitally enabled DRT service in West Yorkshire and presenting an opportunity to pilot the technology within the region to inform understanding of how DRT as a business model could be used across West Yorkshire.
- The trial aims to attract new public transport users by delivering a service offering an integrated, inclusive and easy to use service that responds to customer needs and provides enhanced orbital connectivity.
- The trial's wider benefits include linking communities with employment areas, local centres, hospital and key destinations within the area of operation and potentially unlock new demand where traditional bus services would not be commercially viable therefore driving a modal shift.

Risks

5.132 The scheme risks include:

- The DRT service may not have enough uptake to justify continued investment in the pilot scheme. This will be mitigated by the break clause in provider contracts. After 18 months in operation, the scheme uptake

and outputs will be evaluated to assess whether the pilot should continue.

- The DRT pilot is highly successful but not affordable in the long term without substantial subsidies. This will be mitigated by engaging with the Combined Authority’s Transport Services and partner councils before a decision to accept the risk is made.

Costs

5.133 The total forecast scheme cost is £2.234 million, broken down as follows:

- Revenue funding from Section 106 funding of £768,000 over three years (additional funding available for years three to ten if the service continues to operate) with a shortfall in operating costs being met by the bus services revenue.
- Capital funding - the Combined Authority’s contribution is £1.466 million, broken down as follows:
 - Leeds Public Transport Investment Programme - £763,000 of which £300,000 has already been approved to develop the outline business case and the full business case with finalised costs.
 - Local Transport Plan – Integrated Transport Block Programme £703,000

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	01/03/2021

Other Key Timescales

- ELDRT soft launch October 2021 – long delay due to Covid-19 situation
- ELDRT full launch January 2022
- Monitoring and Evaluation of trial commences with soft launch in October 2021.

Assurance Tolerances

Assurance tolerances

Cost increases up to 10% can be approved by the Managing Director.
The delivery timescale remains within three months of the timescales identified within this report.

Project Responsibilities

Senior Responsible Officer	Dave Pearson, Combined Authority
Project Manager	Edwin Swaris (Interim), Combined Authority
Combined Authority case officer	Namrata Chhabra

Appraisal Summary

- 5.134 The scheme as a pilot presents a strong strategic alignment to the Strategic Economic Plan (SEP) priorities and aims to research and develop a new and innovative public transport service provisioning which has a good potential to complement the traditional high frequency bus service.
- 5.135 The technology-based demand led nature of the trial has potential to attract new bus users therefore if successful the scheme will positively contribute in uplifting the bus patronage and reducing carbon emission in the region.
- 5.136 With a defined and targeted marketing and advertising strategy, once in operation the scheme should be able to inform the uptake of the service and therefore at the end of the trial a clearer indication of revenue stream and sustainability of DRT as business model alongside traditional high frequency bus provisioning in future could be identified.

Recommendations

- 5.137 The Investment Committee recommends to the Combined Authority that:
- (i) The East Leeds Demand Responsive Transport scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
 - (ii) An indicative approval to the total project value of £2.234 million, is given with the Combined Authority's funding contribution of £1.466 million (Leeds Public Transport Investment Programme (LPTIP) – £763,000, Local Transport Plan – Integrated Transport Block Programme - £703,000) 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) 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.

Project Title	City Connect: Cross Church Street
Stage	2 (development)
Decision Point	3 (outline business case)

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

- 5.138 The City Connect Cross Church street scheme is to be delivered through the City Connect Phase 3 programme, which seeks to build on the cycling network delivered through the Department for Transport's Cycle City Ambition Grant (CCAG) across West Yorkshire in phases 1 and 2 - to make cycling the natural choice and accessible to everyone.
- 5.139 Members at the Combined Authority Board of 28 June 2018 granted indicative approval of £14.824 million phase 3 programme costs, with the West Yorkshire plus Transport Fund (WY+TF) contributing £12.053 million and £2.371 million from CCAG.
- 5.140 The Cross Church street scheme will see delivery on a 0.33km route in Huddersfield town centre of which a key feature is the transformation of Cross Church street (and Queens street) from a motorised route to one to benefit pedestrians and cyclists.
- 5.141 The scheme will introduce automated bollards and automatic number plate recognition (ANPR) to limit access to loading vehicles at restricted times, as well as relocate taxi ranks and re-route the free town bus service. As a result, this will reassign a significant volume of motorised vehicle traffic away from this central town centre route, giving greater priority and accessibility to pedestrians and cyclists, including a two-way cycle route and step change in the quality of public realm.
- 5.142 The scheme is predicted to deliver journey time savings for cyclists travelling southbound, improve accessibility and connectivity to education, retail and public transport (bus and rail), and contribute to an increase in pedestrian footfall, supporting retail and economic growth as per Huddersfield Blueprint town centre plan – 'to create a thriving, modern day town centre'.

- 5.143 It should be noted that significant engagement has been held with the public, taxi operators and businesses on the proposals. As a result, the journey time increase to the free town bus service will be minimal, coupled with revised bus stop locations to maintain easy access to the town centre. Additionally, a taxi rank will be provided on Queen Street, exiting via King Street, limiting any disruption to operations and accessibility.
- 5.144 The scheme comes forward at outline business case (activity 3) with a total scheme cost estimate of £2.090 million, of which £1.291 million is sought from the WY+TF and £799,000 to be contributed from the council's Town Centre Capital Fund.
- 5.145 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

- 5.146 As a result of scheme delivery, a 90% decrease in vehicle traffic along this central route in the town centre is expected, with controlled access to loading vehicles only. This will see a significant re-prioritisation of the route to pedestrians and cyclists.
- 5.147 As a result, with opportunity for enhancements to the cycling and walking provision, improvements to the public realm, the scheme will encourage changes to travel behaviour from the private car to walking and cycling, which will contribute to the clean growth ambitions of Kirklees Council and the Leeds City Region.

Outputs, Benefits and Inclusive Growth Implications

- 5.148 The scheme outputs and benefits include:
- Decrease vehicular traffic by 90% to provide a more pedestrian and cycle friendly environment.
 - Increase the total length of streets accessible to cyclists by 330 metres.
 - Contribute to an increase in footfall in the town centre by 10%, to promote business growth and investment, measured by the number of pedestrian visits.
 - Contribute to a clean, attractive environment, measured by a reduction in atmospheric pollutants.
 - The value for money assessment reflects a benefit cost ratio (BCR) of 3.89:1, judging the scheme as high value for money when assessed against the Department for Transport's value for money criteria.
 - The scheme supports inclusive growth of a better quality of life by enhancing the urban environment and streetscape, by supporting improved air quality with a significant removal of motorised vehicles and

will encourage active travel (walking and cycling) with improved infrastructure and connectivity.

Risks

5.149 The scheme risks include:

- Gas, water, and sewer mains within the vicinity of the proposed automatic bollards location on King street mean they cannot be installed, which could delay construction timescales, increase scheme costs, and impact the scheme design. To be mitigated through further statutory investigations, with the design to be considered following the outcome of the assessment.
- Highways not doing site visits to carry out safety audits as result of Covid-19 (currently delaying stage 2 of the audit) delaying programme timescales. Covid-19 guidance has been prepared by highways with an update pending.
- Traffic Regulation Order's (TRO) suspended as a result of Covid-19, impacting on the construction timeline. Covid-19 guidance has been drafted and now awaiting update from highways as to when TRO consultations are to proceed.

Costs

5.150 The scheme costs are:

- The total scheme cost estimate at outline business case (activity 3) is £2.090 million. The WY+TF is to fund £1.291 million, with a £799,000 contribution from the council's Town Centre Capital Fund.
- Following a revision to the City Connect programme costs in March 2020, a further £15,000 from the WY+TF has been allocated to the scheme's initial development cost approval, increasing it to £65,000.
- Approval of an additional £115,000 from the WY+TF is now sought to progress the scheme to full business case with finalised costs (activity 5), taking the total approval to £180,000.
- The Combined Authority to enter into a funding agreement with Kirklees Council for expenditure up to £180,000.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020

5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	30/10/2020
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Other Key Timescales

- 5.151 To support project delivery dates, enabling works of the construction programme is to commence at risk in August 2020, with submission of the full business case with finalised costs (activity 5) anticipated for September 2020. The promoter is exploring opportunity to mitigate any works to be undertaken at risk by reviewing the business case submission timescale and the current construction programme.
- 5.152 Practical completion is forecast for August 2021.

Assurance Tolerances

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

Project Responsibilities

Senior Responsible Officer	Keith Bloomfield, Kirklees Council
Project Manager	Steven Hanley, Kirklees Council
Combined Authority case officer	Asif Abed

Appraisal Summary

- 5.153 The strategic drivers are suitably established, accepting the scheme is very much a pedestrianisation and public realm enhancement scheme to support the regeneration and place making ambitions of the town centre (the Huddersfield Blueprint). Additionally, there is provision to support cycling with a shared and safe two-way cycle route for north/south travel which will integrate with the wider cycle network being delivered through other schemes, for example through the Huddersfield Southern Gateway Corridor Improvement Programme (CIP) scheme at Queensgate.
- 5.154 The commercial case is adequately presented detailing an in-house procurement approach which would be considered appropriate for this scope of scheme, whilst the management case suitably details the project delivery team, governance arrangements, project risks, and the delivery programme. This includes the potential delay to activities as a result of Covid-19.

5.155 The value for money assessment presents a high value for money scheme, with the quality of appraisal and evidence base considered satisfactory, whilst the financial case demonstrates scheme affordability.

Recommendations

5.156 The Investment Committee recommends to the Combined Authority that:

- (i) The City Connect Cross Church scheme proceeds through decision point 3 (outline business case) and work commences on activity 5 (full business case plus costs).
- (ii) An indicative approval to the Combined Authority's contribution of £1.291 million (which will be funded through the West Yorkshire plus Transport Fund) is given, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project value is £2.09 million.
- (iii) Additional development costs of £115,000 are approved in order to progress the scheme to decision point 5 (full business case with finalised costs), taking the total project approval to £180,000.
- (iv) The Combined Authority enters into a Funding Agreement with Kirklees Council for expenditure of up to £180,000 from the West Yorkshire plus Transport Fund.
- (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.

Project Title	Halifax Station Gateway
Stage	2 (development)
Decision Point	3 (outline business case)

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

- 5.157 The Halifax Station Gateway (HSG) scheme, funded through the Transforming Cities Fund and WY+TF, will provide significant access improvements to the rail station for sustainable and active transport as well as upgrades to the station buildings to enhance passenger experience. It forms part of a wider programme of improvements in and around Halifax Town Centre including the A629 Phase 2 scheme (WY+TF) which will provide improved pedestrian and cycling connections to across the town centre and linking to the rail station.
- 5.158 The scheme is part funded from the West Yorkshire plus Transport Fund (WY+TF). This is a £1 billion fund, covering West Yorkshire and York. The objectives of the West Yorkshire plus Transport Fund are to enable key employment and housing development areas and will help to create about 20,000 new jobs over the next 10 years. These strategic transport projects will be delivered to facilitate the growth priorities identified in the Leeds City Region Economic plan. The scheme is one of the 'Station Gateway' schemes funded under WY+TF.
- 5.159 The scheme is also funded through the Department for Transport's Transforming Cities Fund (TCF), as part of the Halifax Walking and Cycling Transformational Package. As part of the Government's Industrial Strategy and the National Productivity Investment Fund, the TCF aims to drive up productivity through improved connections between urban centres and suburbs. To do this, the TCF provides a significant opportunity to invest in infrastructure to improve public and sustainable transport connectivity in some of England's largest cities and their city regions.
- 5.160 The scheme will involve the construction of a new two-storey station building and pedestrian bridge improving connections to Halifax Town Centre. The scheme will also involve re-opening the underpass connecting the station to the eastern side of the railway and the Nestle site. The scheme also involves

changes to the Nestle site to provide connections into the Hebble Trail and the creation of amenity space. To the south the arrangements for parking and access to the Eureka! visitor attraction will be reconfigured to allow for changes in parking at the front of the new station building.

5.161 Along with physical improvements to the station and the surrounding area, the scheme aims to improve accessibility and perceptions of the town, promote rail use as well as interchange with other transport modes (especially bus and cycling and walking) and encourage investment in development sites around the station through improved public spaces. These should, in turn, have wider environmental and carbon impact benefits.

5.162 The scheme also contributes to the Leeds City Region Strategic Economic Plan (SEP) by creating approximately 284 net additional jobs as well as £12.80 million of GVA per annum. The scheme will also aid the delivery of the West Yorkshire Transport Strategy targets that aim to increase cycling and walking, the take-up of public transport and reduce car usage. The scheme supports SEP regeneration priorities and the principle of 'Good Growth' and will help to deliver an improved town centre which will influence future investment decisions.

5.163 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.164 The scheme aims to increase the use of sustainable modes of transport (rail, bus, cycling and walking) leading to a reduction in carbon emissions.

5.165 Part of the scheme involves the creation of an amenity space to the east of the railway line. This will include provision of improved biodiversity through Sustainable Drainage Systems (SUDS) and allow higher quality species such as particular tree species to thrive. It will also provide a better habitat for wildflowers and create improved access to green space and nature, including better connectivity to Hebble Brook.

Outputs, Benefits and Inclusive Growth Implications

5.166 The scheme outputs and benefits include:

- Improvements to the rail 'offer' in Halifax by constructing a new railway station building and associated improvements.
- Improved connections between the town centre and the railway station and across to the east via the reopened underpass.
- An increase in rail use and cycling and walking along with other benefits to public transport leading to reductions in car use. This will help to achieve the targets in the West Yorkshire Transport Strategy.
- Approximately 284 net additional jobs as well as £12.8 million of GVA per annum.

5.167 The scheme programme anticipates that construction will commence in August 2022 and overall construction will be completed in December 2024.

5.168 The scheme has been assessed to represent 'high' value for money at this stage.

5.169 The scheme is in line with Leeds City Region aspirations for inclusive growth and should help to deliver reduced carbon impacts from transport and other environmental benefits.

Risks

5.170 The main scheme risks identified include:

- *Not securing sufficient funding.* Mitigation includes the development of the funding strategy to identify alternative funding options
- *Allocation of revenue costs is not agreed.* Negotiations with rail stakeholders (Network Rail and Northern) will take place during Full Business Case (FBC) stage
- *Cost overruns are experienced during delivery.* Mitigation includes allocation of contingency and a QRA has been completed for this scheme.

Costs

5.171 The scheme costs are:

- The current total forecast cost is £33.621 million:
 - £10.60 million from the West Yorkshire plus Transport Fund
 - £22.50 million from the Transforming Cities Fund. But this represents the high scenario. £16.50 million is currently allocated in the low scenario. There is an ambition to progress all TCF projects at the 'High' scenario funding level and therefore a funding strategy for this scheme at the 'High' scenario is being explored. TCF funding approval is subject to approval of Halifax Walking Cycling and Bus Transformation SOC Package which will come forward in Summer 2020.
 - Calderdale MBC are looking to provide funding of £0.521million through prudential borrowing
- The indicative approval at this stage represents the low scenario, therefore the Combined Authority contribution to the scheme will be £27.10 million (£10.6 million + £16.50 million).
- To date £1.505 million has been approved for development costs for the scheme, consisting of £1.355 million from WY+TF and £0.150 million early development funding from TCF.

- As a part of this approval, to develop the business case, £4.031 million development cost is being requested. £0.810 million from WY+TF and £3.221 million from TCF. This brings the total development cost approval to £5.536 million.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Investment Committee	31/05/2021
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	31/01/2022

Other Key Timescales

Planning permission and listed building consent received: November 2020

Start of Construction: August 2022

Completion of TCF elements: March 2023

End of Construction: December 2024

Assurance Tolerances

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

Project Responsibilities

Senior Responsible Officer	Marc Cole (interim)
Project Manager	Sarah Callaghan
Combined Authority case officer	Matthew Page

Appraisal Summary

- 5.172 The scheme has a strong Strategic Case which aligns with national, sub-national and local strategies and links with other schemes and developments in Halifax Town Centre.
- 5.173 Option selection and shortlisting has taken place in a number of stages, with a preferred option emerging from a multi criteria assessment against the previously preferred scheme. The Economic Case suggests that the preferred scheme has a 'high' value for money, but this assessment is very sensitive to assumptions about the 'value' of the station improvements and the impact these improvements have on passenger numbers.
- 5.174 The Financial Case specifies the capital cost of the scheme, together with the operation and maintenance costs. There is a funding 'gap' which may be largely closed if it is decided to fund the scheme at the level indicated in the 'high' TCF scenario. Opportunities for contributions from other beneficiaries of the scheme are to be explored. Allocation of revenue costs needs to be agreed at FBC.
- 5.175 The Management Case is strong with a delivery team and project board already in place. The programme for delivery of the scheme is ambitious given the scale and nature of the work involved and the TCF and WY+TF deadlines. More details on the delivery timeframes is required at FBC, together with consideration of the multiple dependencies with the A629 P2 scheme and other constraints identified in the Outline Business Case (OBC).

Recommendations

- 5.176 The Investment Committee recommends to the Combined Authority that:
- (i) The Halifax Station Gateway project proceeds through decision point 3 and work commences on activity 4 (Full Business Case).
 - (ii) An indicative approval to the Combined Authority's contribution of £27.10 million (which will be funded through £10.60 million from the WY+TF fund and £16.50 million from the TCF 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 £33.621 million.
 - (iii) Additional development costs of £4.031 million are approved in order to progress the scheme to decision point 4 (FBC), taking the total project approval to £5.536 million.
 - (iv) The Combined Authority enters into a Funding Agreement with Calderdale MBC for expenditure of up to £0.810 million from the WY+TF fund and £3.221 million from the TCF fund. This is in addition to the existing funding agreement for expenditure of £1.505 million from the WY+TF fund.

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

Project Title	Leeds City Centre Package: Armley Gyratory
Stage	2 (development)
Decision Point	3 (outline business case)

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

- 5.178 Over the next ten years, Leeds city centre will be the focus of major changes through a series of infrastructure developments aimed at improving and transforming Leeds City Centre, public transport and promoting walking and cycling as active modes of travel
- 5.179 The Armley Gyratory scheme has been identified for delivery through the Leeds City Centre Package (CCP) programme funded by the West Yorkshire plus Transport Fund (WY+TF). The CCP aspiration is to transform travel within the city centre through the removal of unnecessary through traffic, and re-prioritise major routes to public transport, pedestrians, cyclists, and public realm. The programme includes the closure of City Square, highway downgrades to roads in the South Bank, and capacity improvements to junctions on the Inner Ring Road (IRR).
- 5.180 The Armley Gyratory scheme is integral to the CCP. It is a key junction on the Leeds Inner Ring Road and will be at the centre of a revised approach to redirect traffic around the IRR and away from the central area. Without increasing capacity at Armley Gyratory, the closure of City Square and subsequent increased economic benefits will be harder to achieve.
- 5.181 The Armley Gyratory scheme brings together a package of interventions. This includes the realignment of existing highway, a new northbound link through the centre of the gyratory, a revised A58 approach arm to the southern extent of the gyratory creating a new junction with the A643 (exit) arm, increased capacity on A643 between the railway bridge and the gyratory (increasing from 3 lanes to 5), revised signal arrangements, improved active mode (walking and cycling) provision around the circumference of the gyratory, and a new shared space and active mode route across the central gyratory.

5.182 Scheme delivery will increase the capacity on the IRR and M621 orbital route and make capacity improvements between Junctions 1 - 4 and Junction 7 M621. As set out in paragraph 1.3, this is a requirement to reduce through-traffic in the city centre, including the South Bank, creating a quality environment attractive to development. The scheme will also encourage walking and cycling through the active mode and public space provision through the gyratory.

5.183 A location map is included in **Appendix 2**.

5.184 The Investment Committee of 09 June 2020 agreed to extend the scope of the Leeds City Centre to include works required to the A64 Regent Street Bridge to allow this element of the project to continue with works on site. It is requested that the detail and future approvals of this element of the project are delegated to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team.

Clean Growth / Climate Change Implications

5.185 The scheme will reduce congestion levels and deliver improved travel times, but to benefit, motorists will likely have to travel a slightly longer distance. As a result, appraisal reflects a forecast increase in carbon emissions as a result of this scheme.

5.186 The increase however is considered marginal when assessed over a 60 year appraisal period, and additionally the wider strategic context of the scheme and the City Centre Package should be considered. This includes the proposed closure of City Square and other complementary measures which in totality will deliver carbon savings in Leeds city centre and associated routes.

Outputs, Benefits and Inclusive Growth Implications

5.187 The scheme outputs and benefits include:

- Increase to the capacity on the Inner Ring Road (IRR) and M621 orbital route by reconfiguring Armley Gyratory and capacity improvements between Junctions 1 - 4 and Junction 7 M621 by 2022.
- The reduction of through-traffic in the city centre, including the South Bank creating a quality environment attractive to development.
- Increase travel to the city centre by sustainable modes of transport, with reduced congestion levels improving bus journey times and journey reliability, and the enhancement to travel provision for walking and cycling.
- The value for money assessment reflects a benefit cost ratio (BCR) of 2.58:1, judging the scheme as High value for money when assessed against the Department for Transport's value for money criteria.
- The scheme supports inclusive growth and a better quality of life by improving the accessibility and connectivity to employment, education

and retail by reducing congestion levels at the Armley Gyratory junction, and by re-routing traffic away from the centre, the opportunity to enhance the public transport, active mode and public realm within the city centre.

Risks

5.188 The scheme risks include:

- Delay and increased costs due to major utility diversions, unknown ground conditions due to lack of ground investigation data, and contaminated land as a result of previous land use. To be mitigated through ongoing consultation with statutory undertakers and the undertaking of ground investigation surveys prior to detailed design during activity 4 (FBC), with a risk budget as calculated following a quantified risk assessment (QRA) profiled into the scheme costs.
- Scheme affordability should the budget be deemed insufficient to cover overspends of other works in the scheme package, for example works to the existing Network Rail bridge. To be mitigated by updating scheme costs at each design stage and review changes with the Combined Authority.
- Risk to the network resilience during delivery of construction works. To be mitigated with the development of a construction strategy to minimise impacts of construction on traffic flows and movements.

Costs

5.189 The scheme costs are:

- Total scheme cost estimate at outline business case (activity 3) is £61.5 million, to be wholly funded from the WY+TF.
- The scheme comes forward at outline business case (activity 3) at a total scheme cost estimate of £61.5 million.. The scheme is to explore cost reduction opportunities across enabling works, land assembly and risk during activity 4 (full business case) through survey work, design development, and value engineering. The total scheme cost does reflect an increase to the initial feasibility estimate of £40.5 million.
- The Armley Gyratory scheme will be delivered through the Leeds City Centre Package (LCCP). The latest baseline indicative approval for LCCP is £66.8 million. Other schemes within LCCP are:
 - Corn Exchange Gateway
 - Infirmary Street Gateway
 - City Square Highway Works
 - LCCP complementary projects & coordination

The latest estimated cost for the full LCCP is £95.701 million.

A funding strategy is currently being developed to allow the full package to be delivered. Therefore, at this stage indicative approval for the previous approval is sought (£40.5 million), whilst the funding strategy is finalised. This allows the scheme to continue to Full Business Case.

- The scheme has expended £0.76 million on outline business case development costs, funded from the £3.77 million CCP programme approval.
- Approval of development costs of £5.08 million is now sought to progress the scheme to full business with finalised costs (activity 5). Of the approval sought, £3.58 million is to fund Leeds City Council and consultant staff fees and detailed design costs, with £1.5 million to fund early enabling and land assembly works during activity 4 (full business case) to support project delivery dates.
- The Combined Authority to enter into a Funding Agreement with Leeds City Council for expenditure up to £5.08 million from the WY+TF.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	20/11/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	29/01/2021

Other Key Timescales

- 5.190 To support project delivery dates, enabling and land assembly works is forecast to be undertaken across summer 2020 as part of activity 4 (full business case).
- 5.191 The official construction commence date is forecast for January 2021.
- 5.192 The forecast practical completion date is December 2022.

Assurance Tolerances

Assurance tolerances

That any 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	Gary Bartlett, Leeds City Council
Project Manager	Mark Philpott, Leeds City Council
Combined Authority case officer	Asif Abed

Appraisal Summary

- 5.193 The primary strategic driver for investment is the scheme's pivotal role in enhancing the highway capacity to accommodate for the increased traffic as a result of the City Square closure, and to re-route traffic away from the city centre to enable opportunity to re-prioritise major routes in the city centre to sustainable transport modes (bus, walking, cycling) as being developed through schemes from the City Centre Package (CCP) and the Leeds Public Transport Investment Programme (LPTIP). The business case reflects that this will additionally support better air quality and opportunity to enhance the public realm in the city centre, improving its attractiveness to encourage economic growth.
- 5.194 Although the scheme is very much focused on the road network, it does seek to enhance the active travel provision (walking and cycling) which will encourage modal shift especially for shorter journeys to and from the city centre.
- 5.195 The financial case however does reflect a significant cost increase from the initial estimates. To support affordability of the scheme and consequently delivery of the overarching programme of works through the CCP and LPTIP, engagement is being had with the Combined Authority on the development of a funding strategy which will be put forward to members for endorsement at a future meeting.
- 5.196 The commercial and management cases are suitably presented, with further work to develop both cases to be undertaken at full business case (activity 4) as the scheme develops.
- 5.197 Similarly, the value for money assessment has been adequately presented, with the quality of appraisal work and evidence acceptable to support the High value for money benefit cost ratio of 2.58:1.

Recommendations

- 5.198 The Investment Committee recommends to the Combined Authority that:
- (i) The Armley Gyratory scheme proceeds through decision point 3 and work commences on activity 4 (FBC).

- (ii) The scope of the Leeds City Centre Package is extended to include works required to the A64 Regent Street Bridge and the detail and future approvals delegated to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team
- (iii) An indicative approval to the total project value of £40.5 million is given from the WY+TF 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).
- (iv) Development costs of £5.08m are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), taking the total project approval to £5.08m.
- (v) The Combined Authority enters into a Funding Agreement with Leeds City Council for expenditure of up to £5.08m from the WY+TF fund.
- (vi) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

Project Title	CIP Phase 1 Holmfirth Town Centre
Stage	2 (development)
Decision Point	3 (outline business case)

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

- 5.199 The A6024/A635 and Holme Valley route plays a key role in the Kirklees District, but within the current highway network and local area several issues such as conflicts between turning movements, resulting in high congestion levels constraining economic growth have been identified. Therefore, to resolve these issues, the Holmfirth Town Centre scheme has been identified for delivery through Phase 1 of the Corridor Improvement Programme.
- 5.200 The 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.
- 5.201 The scheme comprises of a series of measures including the rationalisation and upgrading of the existing signal-controlled junctions, the widening of footways, improvements to pedestrian crossings, public realm and bus stops, and the inclusion of electric vehicle charging points. Of note is the incorporation of a footway / cycleway link over the River Holme via the existing Market Hall site (which will be demolished).
- 5.202 As a result of scheme delivery, it is anticipated to reduce journey times and improve journey reliability for all modes, reducing congestion and improving accessibility to Holmfirth. Additionally, it will improve the walking provision and better facilitate pedestrian movement, encouraging active mode travel.
- 5.203 In terms of cycling provision, inclusion of meaningful cycling infrastructure has been limited given the width of streets within the town centre do not allow adequate space for cycle lanes, whilst the challenging terrain in and around Holmfirth serve to constrain the opportunity to improve cycle connectivity. Based

on consultation feedback, the scheme does propose the inclusion of E-Bike charging points and storage facilities to encourage a shift towards the use of sustainable travel, with a view to exploring other avenues to promote the use of E-Bikes in the area. The promoter to provide further details at full business case (activity 4).

5.204 The scheme will also support the Holme Valley aspirations to encourage tourism and increase visitor appeal; and maintain the character of the Conservation area. As a result, it can be acknowledged the scheme is very much focussed on improving the streetscape / public realm as much as it is to provide transport journey time benefits.

5.205 The scheme comes forward at activity 3 (outline business case) at a total cost estimate of £3.97 million, to be funded from the WY+TF.

5.206 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

5.207 The reduction in journey times will underpin the aim to improve air quality in Holmfirth,. The scheme also provides charging points for three electric vehicles and five E-bikes respectively in support of the governments' Clean Growth Strategy and the need to reduce pollutants generated by vehicles. This will provide the charging network required to encourage a transition to more sustainable modes of transport,

5.208 The improvements to journey times will also benefit local bus services, to help make this a more attractive mode of transport and therefore has further potential to reduce carbon impact.

5.209 A Carbon Impact Assessment for the scheme will be undertaken during the next stage of project development.

Outputs, Benefits and Inclusive Growth Implications

5.210 The scheme outputs and benefits include:

- Reduce congestion and improve accessibility to Holmfirth by improving journey times to and through Holmfirth town centre by a minimum of 12% compared to the 2018 observed traffic data within 12 months of the scheme opening.
- Support the aspirations of the Draft Holme Valley Neighbourhood Plan to encourage tourism and increase Holmfirth's visitor appeal by improving pedestrian facilities within Holmfirth town centre.
- To maintain the character of the Conservation Area, improving public realm and creating a Quality Place.
- To have a neutral impact on the Killed and Seriously Injured accidents by 2027 against the 2015 – 2019 baseline and where possible positively

contribute to the West Yorkshire target to reduce Killed and Seriously injured casualties resulting from road traffic collisions by 42% by 2027.

- To have a neutral and, where possible, positive impact on local Air Quality by not negatively impacting local air quality against the 2019 baseline.
- The value for money assessment presents a benefit to cost ratio (BCR) of 5.51:1, 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 economic case to be undertaken during the next stage of business case development.
- The scheme supports inclusive growth principle of a better quality of life by reducing congestion and improving air quality, and through enhancing connectivity and walking provision in the town centre for pedestrians, encouraging active travel.

Risks

5.211 The scheme risks include:

- Lack of stakeholder buy-in including statutory bodies and general public. This will result in additional time and cost required to address design issues and manage stakeholders. To be mitigated by ensuring early involvement and good communication and engagement processes are followed.
- Temporary works requiring Environment Agency (EA) consents will result in increased construction costs. To be mitigated by having early communication with the EA to double check if consent is required for these works.
- Delays during construction stage, for example Asbestos is identified, increasing the scheme cost due to programme delay. To be mitigated through early engagement with the necessary statutory undertakers and by undertaking an Asbestos survey ahead of demolition of market hall.
- Objections received to Traffic Regulation Orders (TRO) required for changes to parking restrictions. This will result in an inability to implement the element of the scheme that requires a TRO, causing delay and would affect the quality of the scheme. To be mitigated by ensuring early engagement and implementation of TRO with the traffic team.

Costs

5.212 The scheme costs are:

- The total scheme cost estimate at outline business case is £3.97 million, to be wholly funded from the WY+TF.

- It should be noted the scheme has a £4.9 million allocation from the WY+TF in the CIP phase 1 programme therefore reflects a cost saving of £0.93 million, which is to be put towards the CIP phase 1 programme contingency pot.
- Approval of additional development costs of £0.64 million from the WY+TF is now sought, taking the total approval to £0.89 million.
- The Combined Authority to enter into an addendum to the existing funding agreement with Kirklees council for expenditure up to £0.89 million from the WY+TF.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
3 (outline business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
4 (full business case)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	31/08/2021
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	31/01/2022

Other Key Timescales

Construction commence is forecast for January 2022.

Practical completion is predicted for January 2023.

Assurance Tolerances

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

Project Responsibilities

Senior Responsible Officer	Andy Norman, Combined Authority
Project Manager	Sarah Kearns, Kirklees Council
Combined Authority case officer	Asif Abed

Appraisal Summary

- 5.213 The strategic drivers are suitably established with the scheme reflecting an ambition to support the reduction to congestion levels for all modes by addressing the conflict between uses at a busy junction in the town centre (pedestrian use of a zebra crossing causing consequential queuing to motorised vehicles), to enhance the pedestrian provision with widened footways and the introduction of a new footway / cycleway link over the River Holme, and to improve the streetscape and urban realm of the town centre.
- 5.214 Provision for dedicated public transport infrastructure however is limited, and in combination with the constraints of the town centre and surrounding area, so is the opportunity for meaningful cycling provision.
- 5.215 It should however be acknowledged that the preferred option scheme is a response to the significant objection received from residents and businesses to the previous 'highway link' proposal, and on balance consultation now reflects a much-improved level of support.
- 5.216 The business case also demonstrates the scheme is affordable, whilst key risks to deliverability have been highlighted, and a value for money assessment which judges the scheme as Very High value for money – albeit further work has been recommended to refine the economic case.

Recommendations

- 5.217 The Investment Committee recommends to the Combined Authority that:
- (i) The Holmfirth town centre project proceeds through decision point 3 and work commences on activity 4 (FBC).
 - (ii) An indicative approval to the total project value of £3.97m is given from the WY+TF 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).
 - (iii) Additional development costs of £0.64m are approved in order to progress the scheme to decision point 4 (FBC), taking the total project approval to £0.89m.
 - (iv) The Combined Authority enters into an addendum to the existing Funding Agreement with Kirklees council for expenditure of up to £0.89m from the WY+TF fund.
 - (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

Project Title	City Connect Phase 3 - Castleford Greenway Phase 4
Stage	2 (development)
Decision Point	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

- 5.218 This scheme is being funded from the West Yorkshire plus Transport Fund. This is a £1 billion programme, covering West Yorkshire and York. The objectives of the West Yorkshire plus Transport Fund are to enable key employment and housing development areas and will help to create approximately 20,000 new jobs over the next 10 years. These strategic transport projects will be delivered to facilitate the growth priorities identified in the Leeds City Region's Strategic Economic Plan.
- 5.219 The Castleford Greenway scheme is part of the City Connect Phase 3 programme, which seeks to build on the cycle network delivered through the Department for Transport's Cycle City Ambition Grant across West Yorkshire in phases 1 and 2. This will encourage an uptake in cycling and walking as the natural choice for short journeys or as part of a longer journey. Good progress has been made on the City Connect Programme as detailed in item 5.
- 5.220 The Combined Authority on 28 June 2018 granted indicative approval of the £14.824 million Phase 3 programme costs. Of this amount, the West Yorkshire plus Transport Fund contributed £12.053 million, and £2.371 million came from the Cycle City Ambition Grant and £400,000 from Kirklees Council and Leeds City Council.

City Connect Phase 3 - Castleford Greenway Phase 4

- 5.221 The scheme will deliver a 1.3km off-road pathway to the Trans Pennine Trail from the existing Wakefield to Castleford routes being delivered through the City Connect programme. This will address a missing off-road cycle link within the local cycle network in the Methley area, and provide a complete route between Leeds, Wakefield and Castleford. Much of the proposed route will be constructed along a former railway line.

- 5.222 Scheme delivery will provide improved journey quality for cyclists by creating a more direct and traffic-free cycle route for long and short journeys between Leeds, Wakefield and Castleford. This will encourage cycling and walking for a range of journey purposes, thereby delivering further environmental, health and wellbeing benefits.
- 5.223 The scheme primarily supports the Leeds City Region's Strategic Economic Plan priority area 4 'Infrastructure for growth,' and is aligned to supporting the SEP principle of "the establishment of cycling as a major mode of travel."
- 5.224 In June 2018, the Combined Authority approved City Connect Phase 3 development funding to the value of £350,000 from the Transport Fund for the CityConnect Phase 3 programme. Following this approval, Castleford Greenway Phase 4 was allocated £15,000 by the Programme to progress to activity 4 (full business case). Expenditure to date has remained within this allocation and no further development funding is required to progress to the next stage.
- 5.225 The current funding agreement that is in place for the £15,000 development costs is with Railway Paths Ltd who have engaged with Sustrans to develop the project's Full Business Case. Railway Paths does not construct paths itself but makes its land available through sale or lease to third parties, including its sister charity Sustrans and local authorities. Upon the Combined Authority's approval of the scheme's delivery, Rail Pathways Ltd (RPL) will enter into a lease agreement with Sustrans ahead of delivery of the route, which will include for Sustrans to maintain the route (as per the requirements of the Grant Agreement). The main scheme funding agreement for the delivery of this scheme will be between the Combined Authority and Sustrans.
- 5.226 The scheme has come forward at activity 4 (full business case) with a total forecast cost of £371,686, which is sought from the West Yorkshire plus Transport Fund. The scheme is affordable within the City Connect Phase 3 budget.
- 5.227 A location map is included in **Appendix 2**.

Clean Growth / Climate Change Implications

- 5.228 This scheme will deliver a new 1.3km greenway link which will fill a gap in the local cycle network in the Methley area, provide a connection to the Trans Pennine Trail, and provide complete cycle route between Leeds, Wakefield and Castleford. This will encourage cycling and walking, thereby improving air quality and reducing carbon emissions within the area and contribute to the Leeds City Region's climate emergency commitments.

Outputs, Benefits and Inclusive Growth Implications

- 5.229 The scheme outputs and benefits include:

- An off-highway 1.3km greenway between the existing Trans Pennine Trail at Methley and the access track at the end of Pinders Green Walk at Methley Junction.
- Improved journey quality for cyclists by creating a more direct and traffic-free route.
- Completion of a missing link to the existing Trans Pennine Trail, and expanded connectivity with Castleford, Wakefield and Leeds.
- Support the overall increase of 300% more trips made by bike and 10% more walking trips by 2027.
- Health benefits as a result of the increased cycling uptake for short journeys or as part of a longer journey.
- Opportunities for inclusive growth through improved access to employment, skills and education for low income and vulnerable groups from deprived communities through the delivery of the greenway.
- The inclusive growth principle of better quality of life is nurtured with the uptake of cycling and walking to reduce traffic congestion and improve air quality and health.

Risks

5.230 The scheme risks include:

- Statutory approvals not being granted in line with the delivery schedule – The scheme promoter has secured planning permission and consent through an agreement with the landowner to grant access to the site. The promoter has used their experience of delivering similar projects to this scheme.
- Issues concerning the transfer of land between two parties - Legal advice has been received from Leeds City Council's legal team which states that the anticipation is that completion of acquisition will take place in the first quarter of 2020/21.
- Delivery risk: change of governance structure - Sustrans are to assume ownership of the scheme's delivery, costs and risks at activity 5 (full business case plus finalised cost) from RPL (and Wakefield Council's oversight). This transition is being managed through effective liaison between all parties which should mitigate any risks to the scheme's delivery.
- Timetable: disruption of works due to adverse weather – the programme has built in sufficient time to allow for any necessary slippage so as not to hinder the overall scheme completion date.

Costs

5.231 The scheme costs are:

- The total forecast scheme cost is £371,686.
- The Combined Authority is to fund the full £371,686 from the West Yorkshire plus Transport Fund. The scheme is affordable within the City Connect Phase 3 budget.
- £15,000 development costs were previously allocated and approved to progress the project to full business case stage, as per the grant funding agreement dated 14 January 2019. Spend to date has remained within this allocation, and there are no further development cost requirements for progressing the scheme to full business case with finalised costs since the remaining funding is adequate.

Assurance Pathway and Approval Route

Assurance pathway	Approval route	Forecast approval date
4 (full business case)	Recommendation: Investment Committee Decision: Combined Authority	25/06/2020
5 (full business case with finalised costs)	Recommendation: Combined Authority's Programme Appraisal Team Decision: Combined Authority's Managing Director	25/09/2020

Other Key Timescales

- Construction is forecast to commence in September 2020
- Practical completion is forecast for March 2021

Assurance Tolerances

Assurance tolerances
That any scheme cost increase remains within 10% of costs in this report. That the delivery programme remains within 3 months of the timescales in this report. That the benefit to cost ratio (BCR) does not fall below 1.

Project Responsibilities

Senior Responsible Officer	Andrew Norman, West Yorkshire Combined Authority
Project Manager	Mike Babbitt, Sustrans
Combined Authority case officer	Adam Kendall Ward

Appraisal Summary

- 5.232 The strategic and socio-economic drivers for the Castleford Greenway Phase 4 are well established, with the scheme demonstrating strong alignment to the overarching City Connect programme objectives and ambitions. The scheme also complements the SEP priority 4 – ‘Infrastructure for Growth’ and good growth principles, together with supporting wider national, regional and local transport strategies and policies, as well as efforts to reduce emission across Leeds City Region. The proposals also support the Castleford Masterplan, in particular the Aire River Growth Corridor.
- 5.233 The commercial and management cases are suitably developed, with appropriate consideration given to the case for change, underlying local cycle demand and propensity to cycle in the Methley junction area, scheme deliverability, covering procurement as well as the existing governance and project delivery mechanisms in place for City Connect Phase 3 schemes. It is noted that the project management will change from activity 5 (full business case with finalised costs), with Sustrans assuming the management of risk, cost and delivery. The management case appraisal raised the need for an updated project programme to contain key decision-making milestones and an end date which will be addressed at the next stage.
- 5.234 The financial case adequately demonstrates a breakdown of the costs, as well as the scheme’s affordability based on current West Yorkshire plus Transport Fund allocations. The appraisal has highlighted the need for the promoter to confirm full expenditure to date which will be addressed at the next stage.
- 5.235 The value for money appraisal indicates a benefit to cost ratio of 4.80:1, judging the scheme as very high value for money. The economic case has been adequately developed, though its appraisal has highlighted areas for the promoter to address and provide supplementary data to address at the next stage. It is not believed to have a significant impact on the value for money position.

Recommendations

- 5.236 The Investment Committee recommends to the Combined Authority that:
- (i) The City Connect Phase 3: Castleford Greenway Phase 4 project proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs).
 - (ii) An indicative approval to the total project value of £371,686 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 (full business case with finalised costs).
 - (iii) 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



5.238 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.

5.239 There are no schemes requiring consideration at this assurance stage.

5.241 **Decisions made by the Investment Committee**

5.242 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 schemes have been made by Investment Committee on the 09 June 2020. The decisions were made by the Investment Committee following a recommendation from Combined Authority Programme Appraisal Team. All the schemes outlined below have remained within the financial approvals and tolerance levels agreed by the Combined Authority unless stated otherwise below.

Safety, Accessibility and Efficiency Programme: Investing in Bus Stations, Shelters and Clean Growth

- 5.243 The programme brings together three schemes– Safety and Security, Bus Shelters and Invest to Save. This scheme aims to improve overall provisions and facilities within bus stations and bus shelters across West Yorkshire for the safety and comfort of both passengers and staff and to encourage an increase in bus patronage. The repairs and improvements will involve updating or installing new infrastructure including brush barriers, pedestrian barriers, help points, tactile signage, CCTV and warning beacons at various bus stations and bus shelters. This programme aligns with the Combined Authority’s corporate priorities of boosting productivity, tackling the climate emergency, enabling inclusive growth and delivering 21st century transport.
- 5.244 The Investment Committee agreed approval to proceed through decision point 2 and commence work on activity 4 (full business case).

Monitoring, Evaluation and Bid Development

- 5.245 The scheme consists of a range of monitoring, evaluation and bid development activities to support delivery of the West Yorkshire Transport Strategy 2040 and its ambition to create a modern, world-class, well-connected transport system that makes travel around West Yorkshire easy and reliable. The scheme is part of the Performance Management Framework for the West Yorkshire Transport Strategy 2040 and will contribute to the maintenance and development of the evidence base for the Strategy. The scheme will provide detailed evidence and analysis to inform the development of future years programmes. The scheme’s monitoring and evaluation approaches can also be adapted to provide data to increase understanding of the impact of Covid-19. This will help inform the Combined Authority’s response to supporting the Region’s economic recovery.
- 5.246 The Investment Committee agreed approval to spend the indicative allocation of £0.45 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.

9.2 Transforming Cities Fund (TCF) Funding - It has not been possible to provide the statutory 28 days' notice of the key decision being considered due to the development funding not been highlighted as a key decision in sufficient time to meet the 28 days' requirement to publish a notice of the decision being taken and the decision cannot be delayed. However, in accordance with the Combined Authority's Access to Information Annex to the Procedure Standing Orders part 1 section 7C – General Exception, the Chair of the Overview and Scrutiny Committee has been notified, notification has been published on the Authority's website and 5 clear days has elapsed following the day of publication of the notice. Accordingly, as set out in the rules of General Exception, the decision may now be made.

10 Staffing implications

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

11 External consultees

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

12 Recommendations

Transforming Cities Fund (TCF) Funding

12.1 The Investment Committee recommends to the Combined Authority that:

- (i) £11.851m of TCF funding is approved to repay development costs incurred by partners and enable further development work on the

projects within the programme as per Appendix A to enable progression to their next Decision Points of the Assurance Framework.

- (ii) Up to £3m TCF funding is approved, to re-pay spend incurred to date on early development work, previously approved from the Transport Fund Transformational Pot.
- (iii) The Combined Authority enters into Funding Agreements with partners for expenditure as detailed in Appendix A plus the spend incurred to date on early development work, previously approved from the Transport Fund Transformational Pot from the Transforming Cities Fund.
- (iv) The £4.930m TCF Programme Management allocation is approved to enable the Combined Authority to effectively undertake Programme Management functions for the lifetime of the TCF funded programme.
- (v) The £1.00m TCF Benefits Realisation allocation is approved, to enable the Combined Authority to provide monitoring and evaluation of the overall programme in line with DfT expectations

Emergency Active Travel Funding

12.2 The Investment Committee recommends to the Combined Authority that:

- (i) The Emergency Active Travel Funding work commences on Activity 6 (Delivery).
- (ii) Approval for the expenditure of DfT Emergency Active Travel funding that is allocated to the Combined Authority. Presently, this is £2.513 million, but this could vary as the final allocation of both tranches is dependent on satisfactory plans being submitted to government that set out the proposals to be delivered.
- (iii) The allocation of the DfT Emergency Active Travel funding between the Combined Authority and the five West Yorkshire partner councils is delegated to the Managing Director.

Active & Sustainable Travel in Leeds City Centre (Bishopgate)

12.3 That Investment Committee recommends to the Combined Authority that:

- (i) The Active & Sustainable Travel in Leeds City Centre (Bishopgate) package of schemes proceeds through decision point 2 (strategic outline case) and work commences on bringing individual schemes through at activity 3 (outline business case).
- (ii) An indicative approval to the total package value of £39.5 million of which £39.5 million is being funded from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.

- (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

A641 Bradford-Brighouse-Huddersfield Corridor

12.4 The Investment Committee recommends to the Combined Authority that:

- (i) The A641 Bradford Huddersfield Corridor project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority's contribution of £75.54 million to be funded through the West Yorkshire plus Transport Fund is given, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project cost is estimated to be up to £95.1 million.
- (iii) Additional development costs of £1.335 million are approved in order to progress the scheme to decision point 3 (outline business case), taking the total project approval to £2.129 million.
- (iv) The Combined Authority enter into an addendum to the existing Funding Agreement with Calderdale Council for expenditure of up to £2.129 million from the West Yorkshire plus Transport Fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

'Connecting Leeds' from South Leeds and through Wakefield (A61 South)

12.5 The Investment Committee recommends to the Combined Authority that:

- (i) The 'Connecting Leeds' from South Leeds and through Wakefield (A61 South) proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the total package value of £7 million is given from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.

- (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

Active and Sustainable Interchange for Harrogate

12.6 The Investment Committee recommends to the Combined Authority that:

- (i) The Active and Sustainable Interchange for Harrogate package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval for the Combined Authority contribution of £7.893 million is given from the Transforming Cities Fund with full approval to spend being granted once the package has progressed through the assurance process to decision point 5.
- (iii) 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 Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

Active and Sustainable Travel across Skipton Town Centre

12.7 The Investment Committee recommends to the Combined Authority that:

- (i) The Active and Sustainable Travel across Skipton Town package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority contribution of £5.803 million is given from the Transforming Cities Fund with full approval to spend being granted once the package has progressed through the assurance process to decision point 5.
- (iii) 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 Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

Active and Sustainable Travel to Selby Gateway

12.8 The Investment Committee recommends to the Combined Authority that:

- (i) The Active and Sustainable Travel to Selby Gateway package proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the Combined Authority contribution of £17.465 million is given from the Transforming Cities Fund with full approval to spend being granted once the package has progressed through the assurance process to decision point 5.
- (iii) 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 Portfolio Appraisal Team. This will be subject to the package remaining within the tolerances outlined in this report.

'Connecting Leeds' towards Castleford and the Five Towns (A639)

12.9 The Investment Committee recommends to the Combined Authority that:

- (i) The TCF 'Connecting Leeds' towards Castleford and the Five Towns (A639) proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
- (ii) An indicative approval to the total package value of £10.9 million is given from the Transforming Cities Fund with full approval to spend being granted once individual schemes have progressed through the assurance process to decision point 5.
- (iii) 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 Portfolio Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in this report.

East Leeds Demands Responsive Transport

12.10 That Investment Committee recommends to the Combined Authority that:

- (i) The East Leeds Demand Responsive Transport scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) An indicative approval to the total project value of £2.234 million, is given with the Combined Authority's funding contribution of £1.466 million (Leeds Public Transport Investment Programme (LPTIP) – £763,000, Local Transport Plan – Integrated Transport Block Programme - £703,000) 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) 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.

City Connect: Cross Church Street

12.11 The Investment Committee recommends to the Combined Authority that:

- (i) The City Connect Cross Church scheme proceeds through decision point 3 (outline business case) and work commences on activity 5 (full business case plus costs).
- (ii) An indicative approval to the Combined Authority's contribution of £1.291 million (which will be funded through the West Yorkshire plus Transport Fund) is given, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project value is £2.09 million.
- (iii) Additional development costs of £115,000 are approved in order to progress the scheme to decision point 5 (full business case with finalised costs), taking the total project approval to £180,000.
- (iv) The Combined Authority enters into a funding agreement with Kirklees Council for expenditure of up to £180,000 from the West Yorkshire plus Transport Fund.
- (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.

Halifax Station Gateway

12.12 The Investment Committee recommends to the Combined Authority that:

- (i) The Halifax Station Gateway project proceeds through decision point 3 and work commences on activity 4 (Full Business Case).
- (ii) An indicative approval to the Combined Authority's contribution of £27.10 million (which will be funded through £10.60 million from the WY+TF fund and £16.50 million from the TCF 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 £33.621 million.

- (iii) Additional development costs of £4.031 million are approved in order to progress the scheme to decision point 4 (FBC), taking the total project approval to £5.536 million.
- (iv) The Combined Authority enters into a funding agreement with Calderdale MBC for expenditure of up to £810,000 from the WY+TF fund and £3.221 million from the TCF fund. This is in addition to the existing funding agreement for expenditure of £1.505 million from the WY+TF fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. These will be subject to the scheme remaining within the tolerances outlined in this report.

Leeds City Centre Package: Armley Gyratory

12.13 The Investment Committee recommends to the Combined Authority that:

- (i) The Armley Gyratory scheme proceeds through decision point 3 and work commences on activity 4 (FBC).
- (ii) The scope of the Leeds City Centre Package is extended to include works required to the A64 Regent Street Bridge and the detail and future approvals delegated to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team.
- (iii) An indicative approval to the total project value of £40.5 million is given from the WY+TF 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).
- (iv) Development costs of £5.08 million are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), taking the total project approval to £5.08 million.
- (v) The Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £5.08 million from the WY+TF fund.
- (vi) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

CIP Phase 1 Holmfirth Town Centre

12.14 The Investment Committee recommends to the Combined Authority that:

- (i) The Holmfirth Town Centre project proceeds through decision point 3 and work commences on activity 4 (FBC).

- (ii) An indicative approval to the total project value of £3.97 million is given from the WY+TF 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).
- (iii) Additional development costs of £640,000 are approved in order to progress the scheme to decision point 4 (FBC), taking the total project approval to £890,000.
- (iv) The Combined Authority enters into an addendum to the existing funding agreement with Kirklees Council for expenditure of up to £890,000 from the WY+TF fund.
- (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this 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 this report.

City Connect Phase 3: Castleford Greenway Phase 4

12.15 The Investment Committee recommends to the Combined Authority that:

- (i) The City Connect Phase 3: Castleford Greenway Phase 4 project proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs).
- (ii) An indicative approval to the total project value of £371,686 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 (full business case with finalised costs).
- (iii) 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.

13 Background documents

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

[13th May Investment Committee](#) and [9th June Investment Committee](#)

14 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

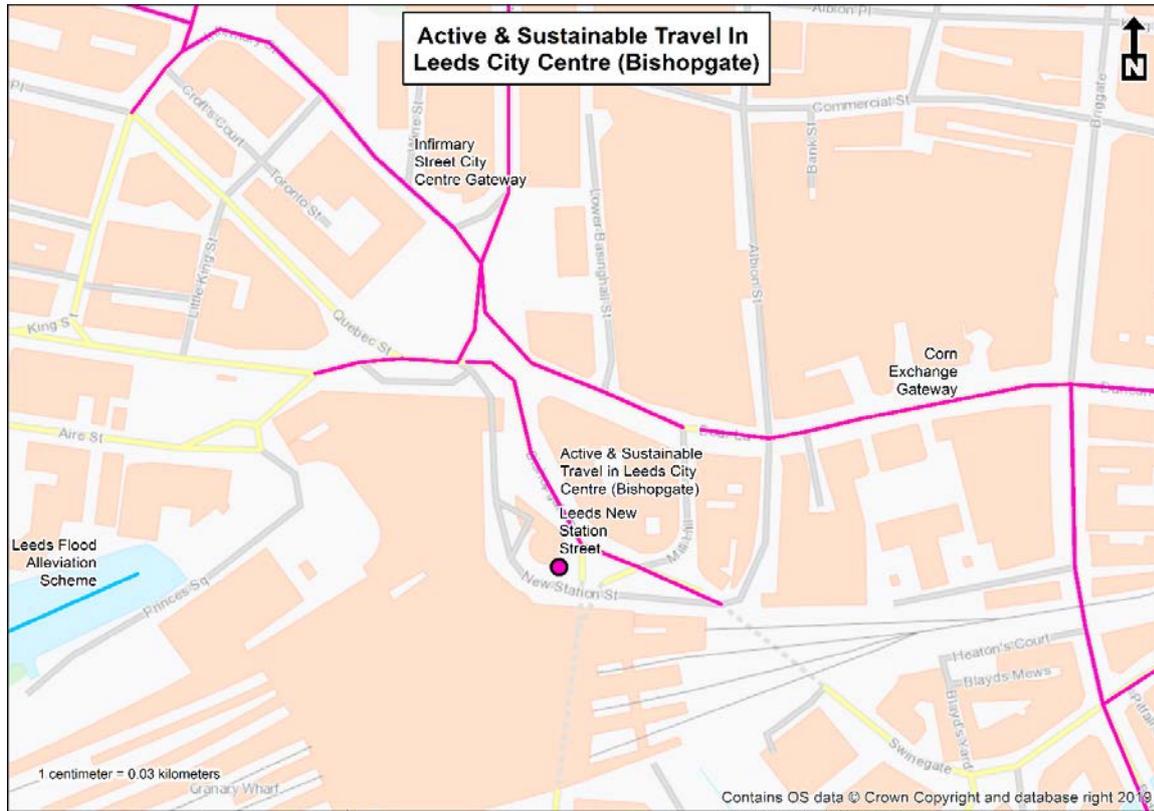
- 1.3 The tables for each scheme in the main report outlines the proposed assurance process and corresponding approval route for the scheme. The assurance pathway sets out the decision points which the scheme must progress through and will reflect the scale and complexity of the scheme. The approval 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

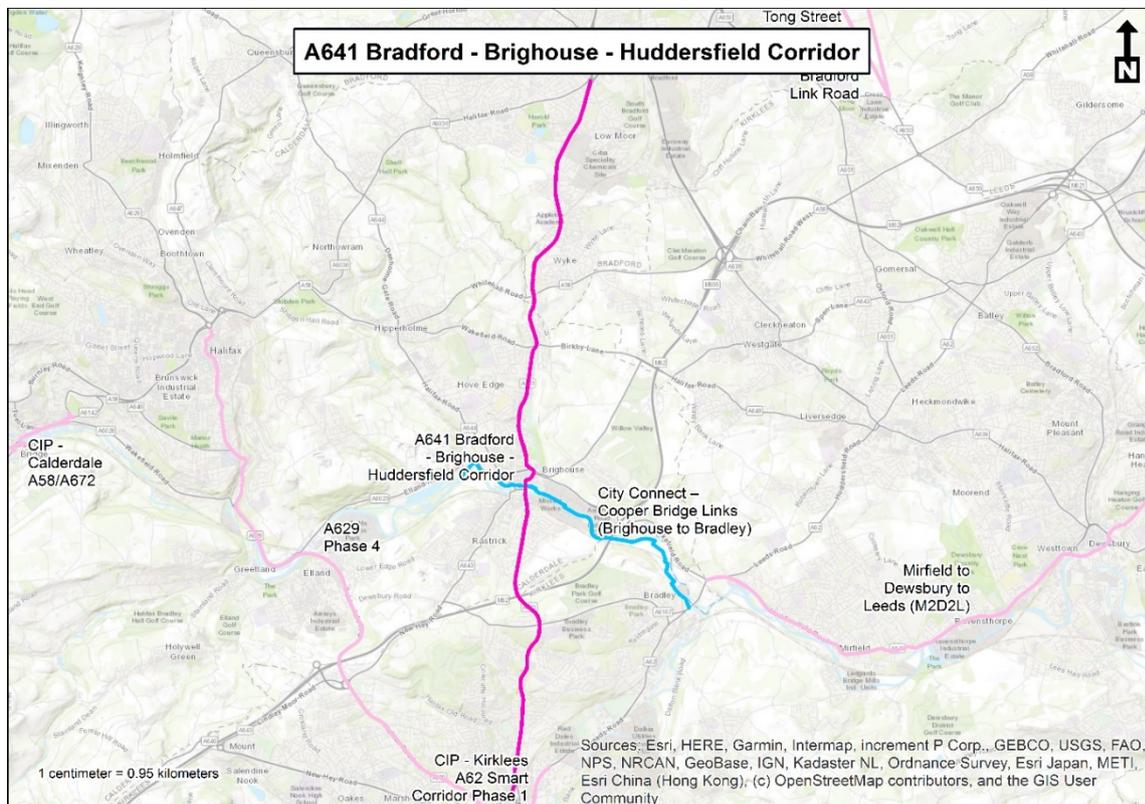
- 1.4 In order for the scheme to follow the assurance pathway and approval route that is proposed in this report, it should remain within the tolerances outlined for each scheme. If these tolerances are exceeded the scheme needs to return to Investment Committee and/or the Combined Authority for further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

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

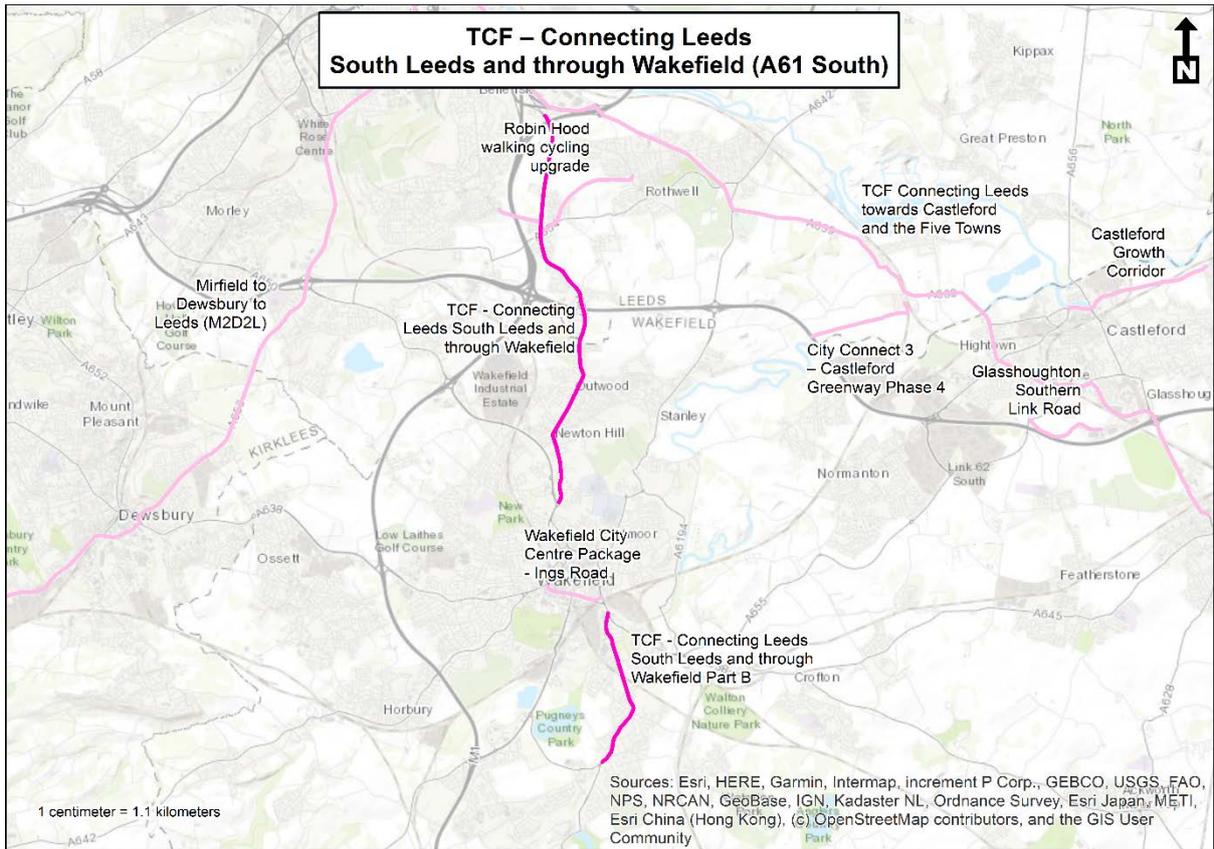
Active & Sustainable Travel in Leeds City Centre (Bishopgate)



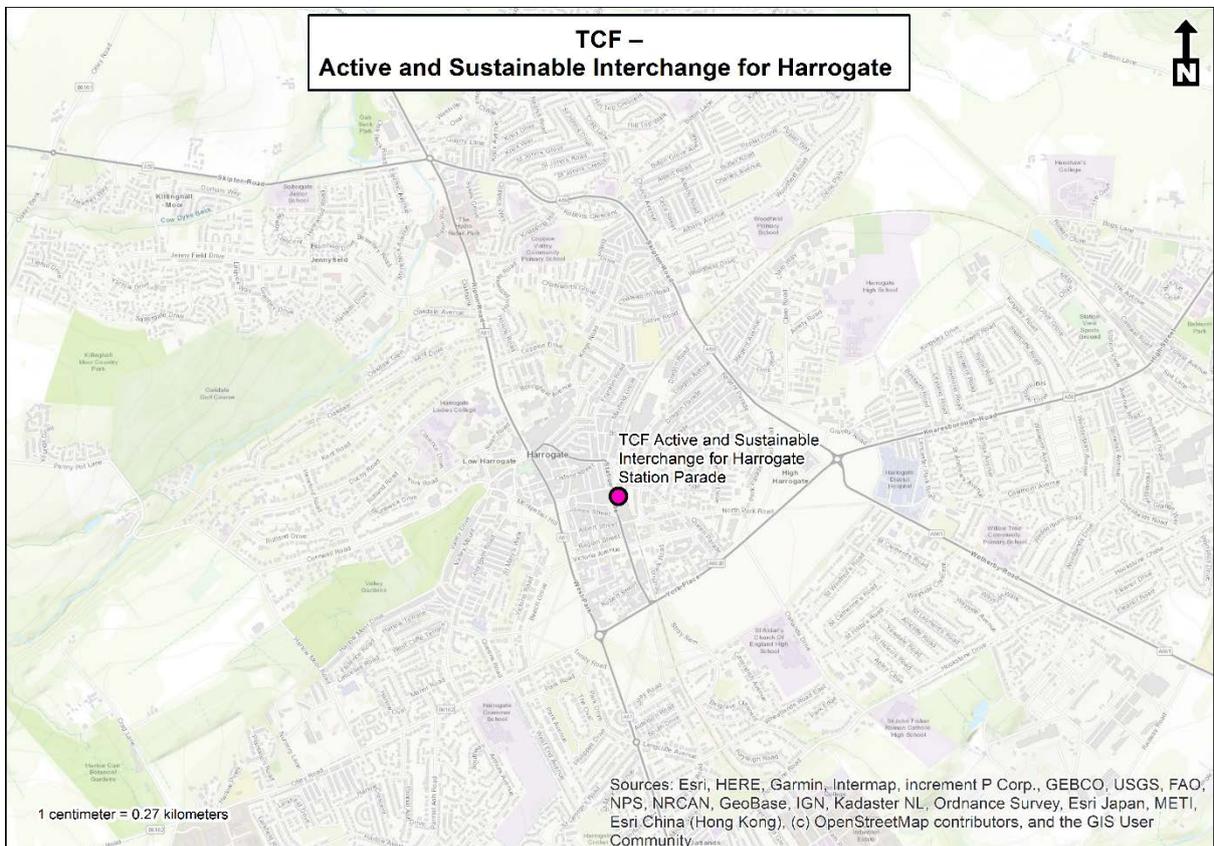
A641 Bradford - Huddersfield Corridor



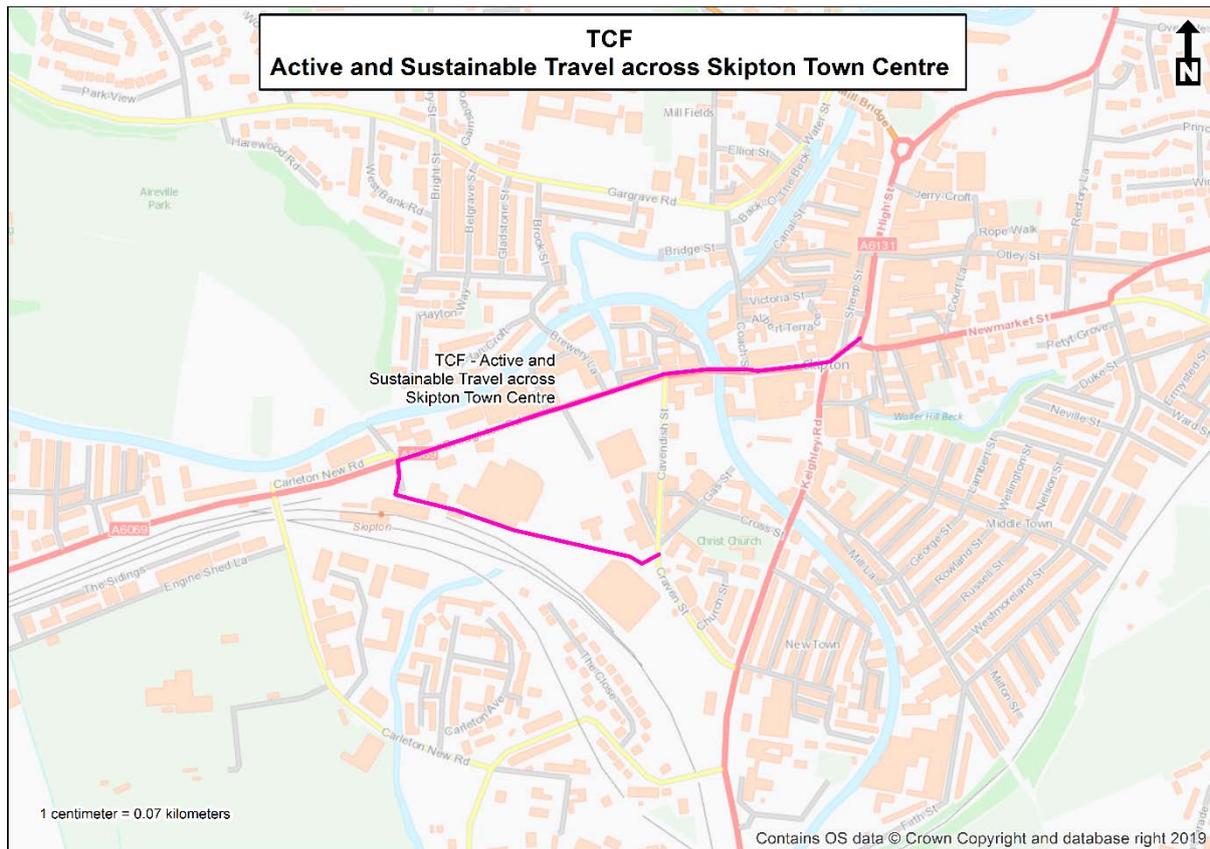
Connecting Leeds from South Leeds and through Wakefield (A61 South)



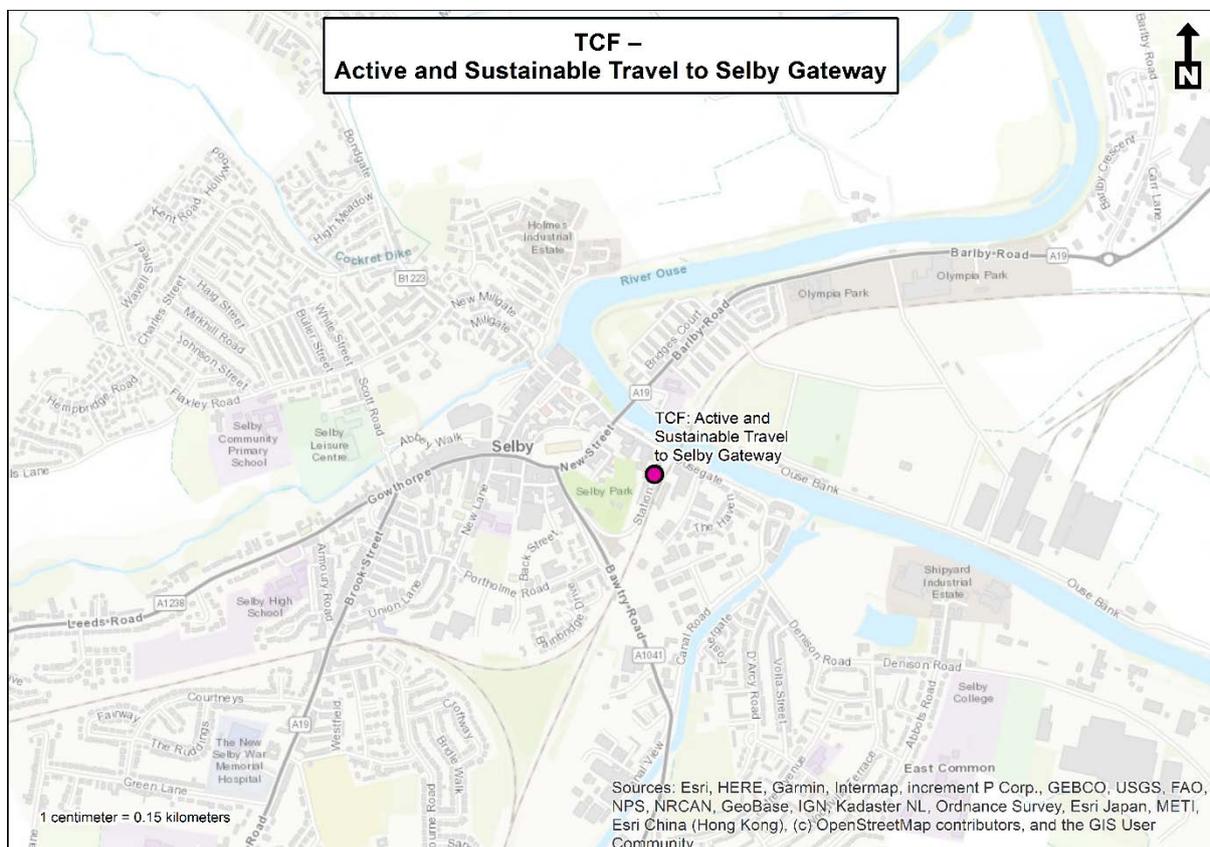
Active & Sustainable Interchange for Harrogate



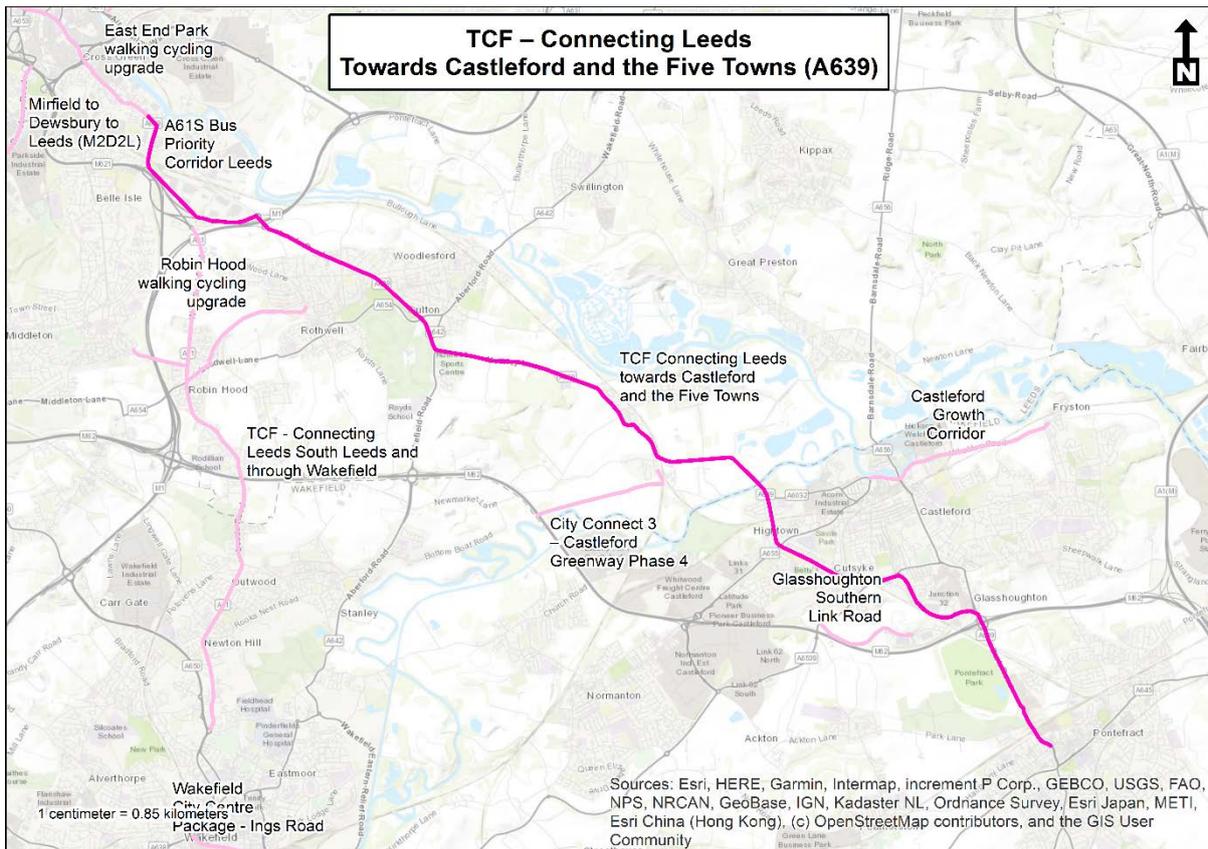
Active and Sustainable Travel across Skipton Town Centre



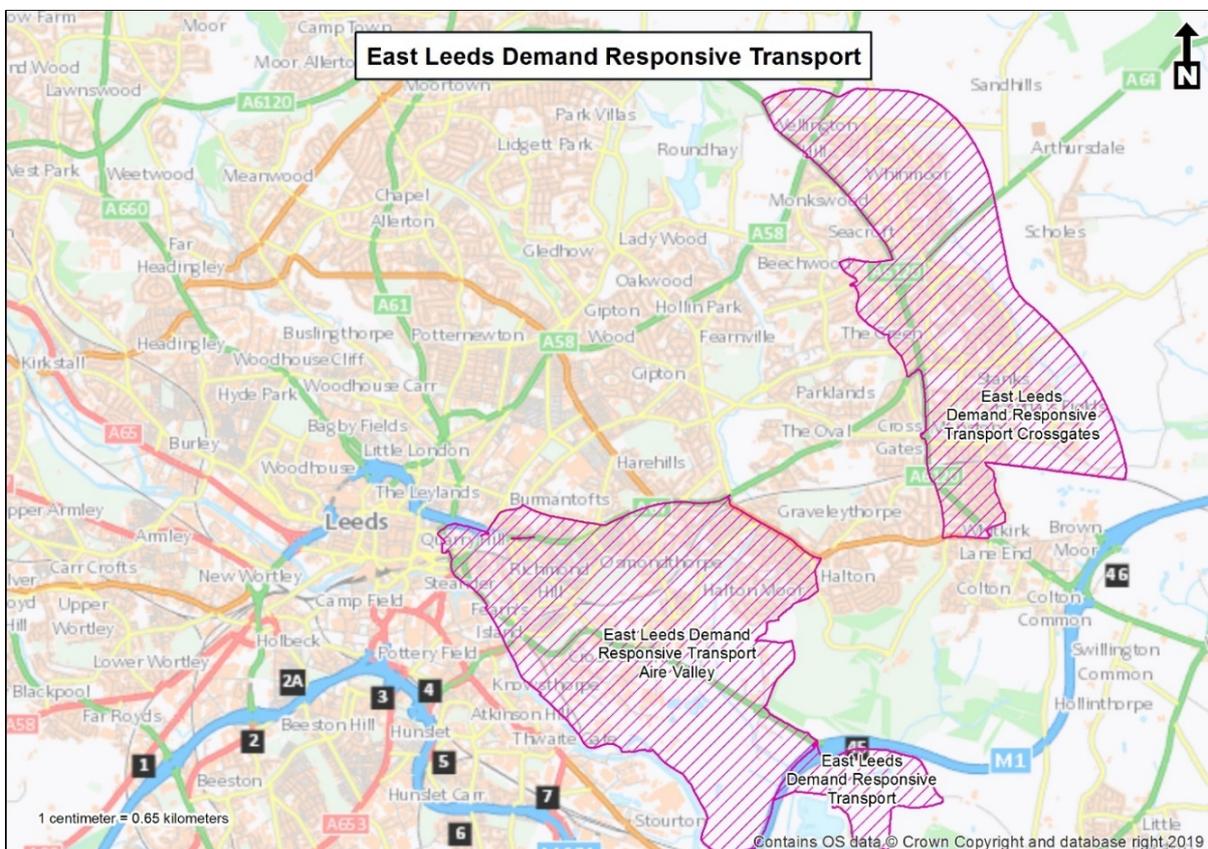
Selby Station Gateway Improvements



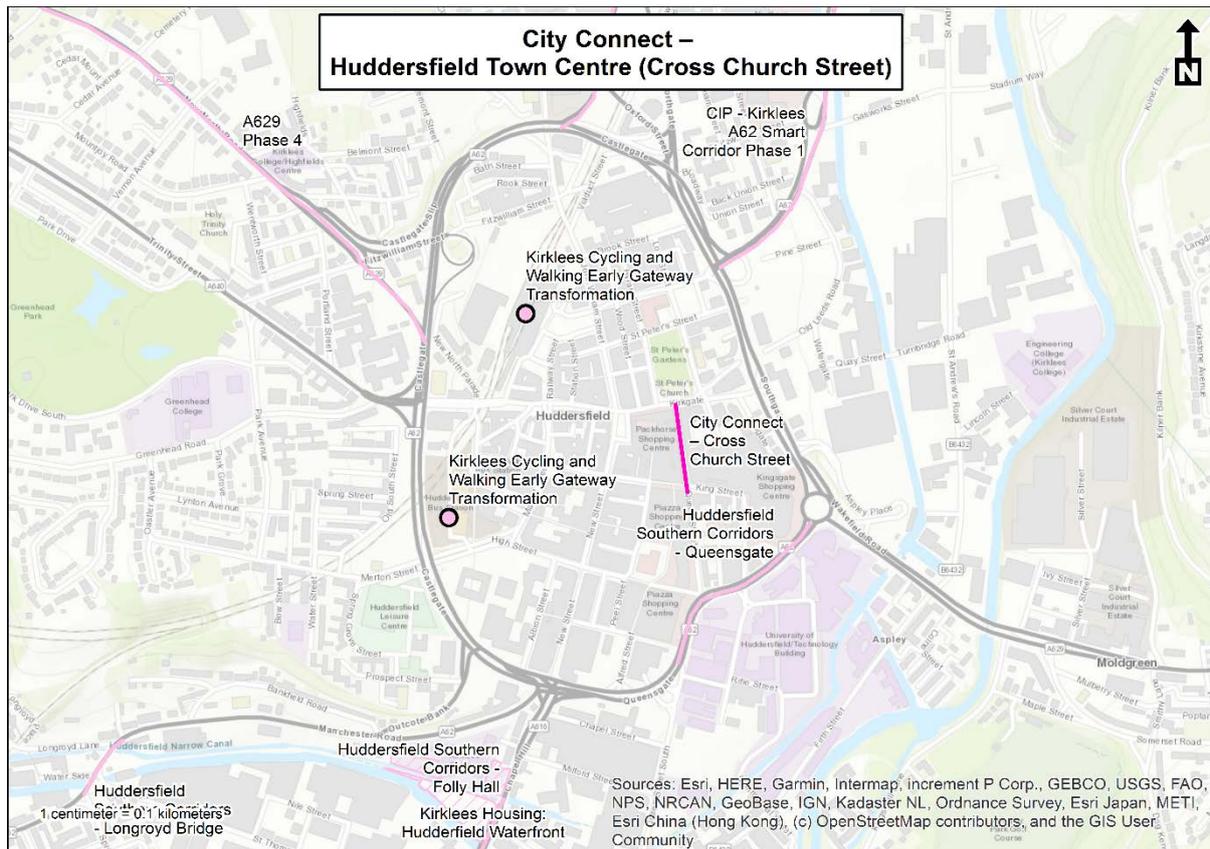
Connecting Leeds towards Castleford and the Five Towns (A639)



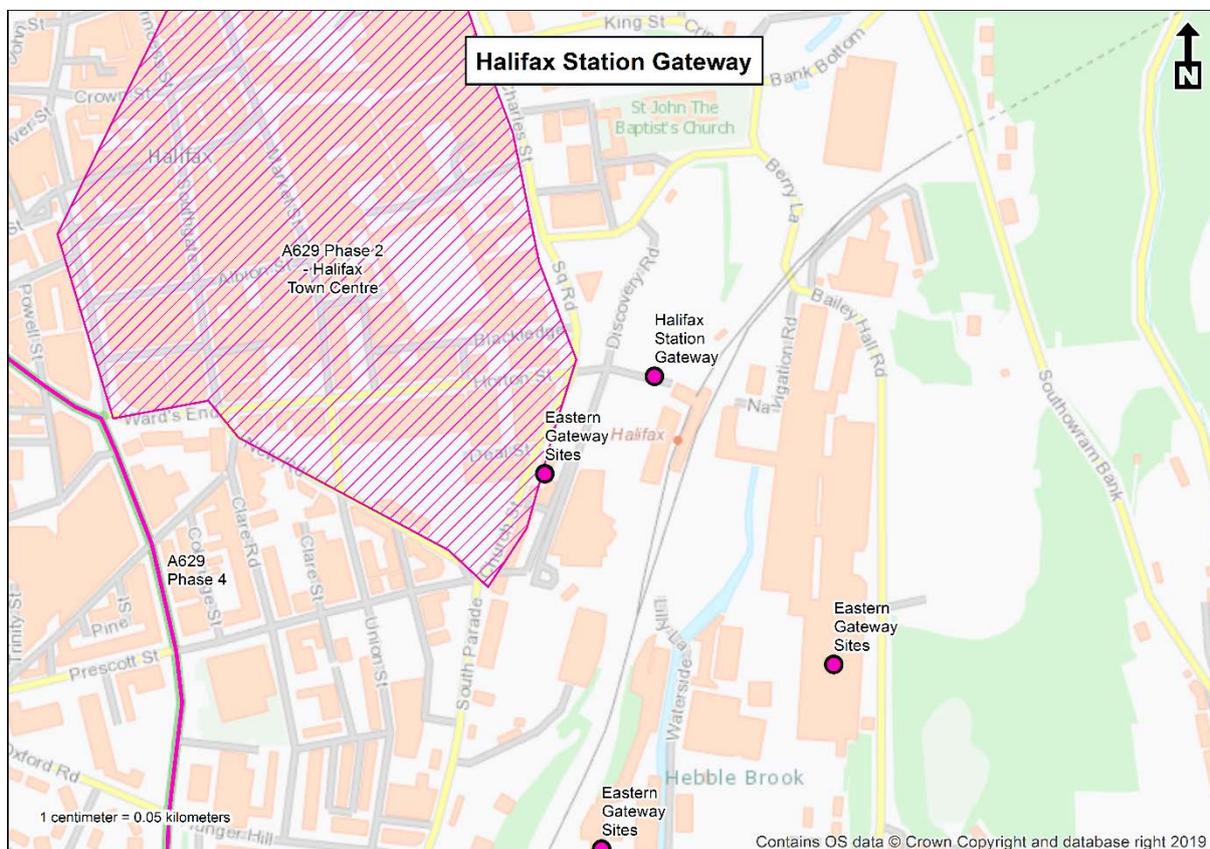
East Leeds Demand Responsive Transport



City Connect Phase 3 - Huddersfield Town Centre



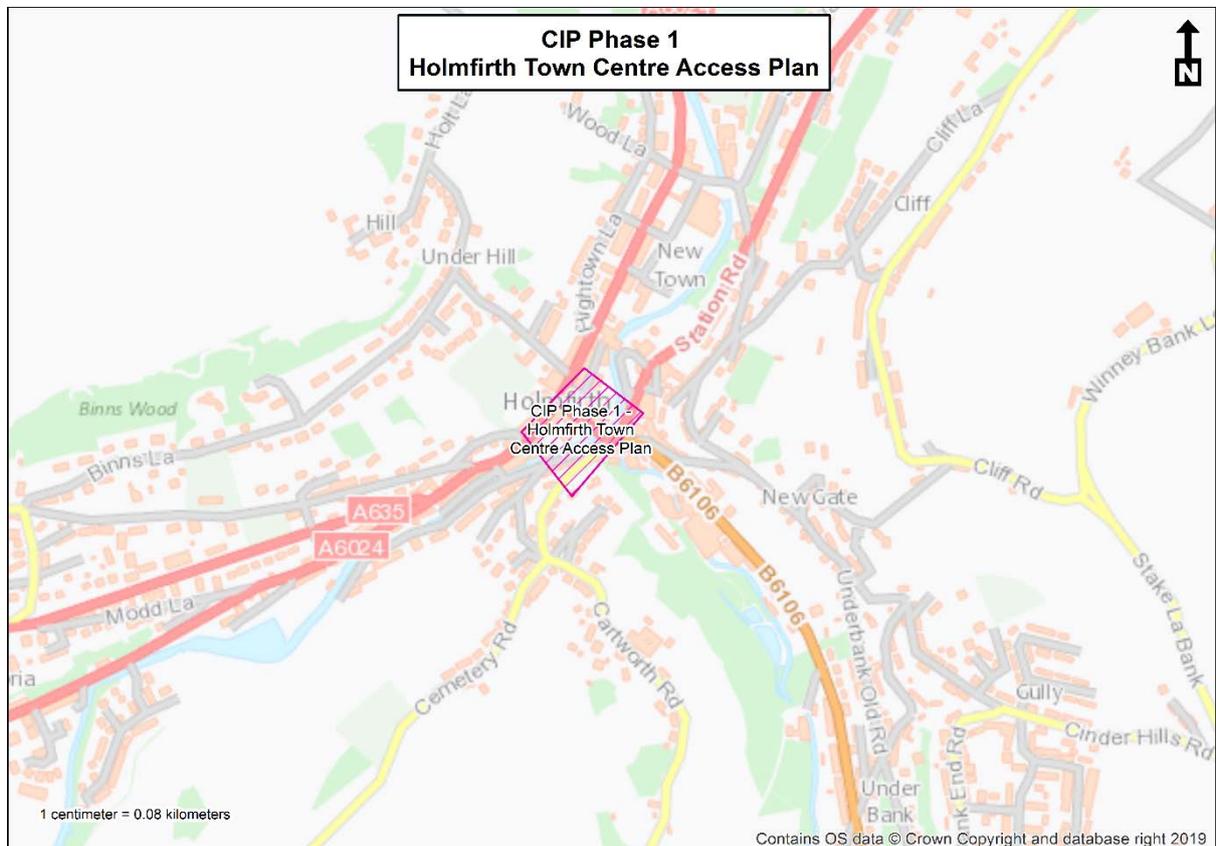
Halifax Station Gateway



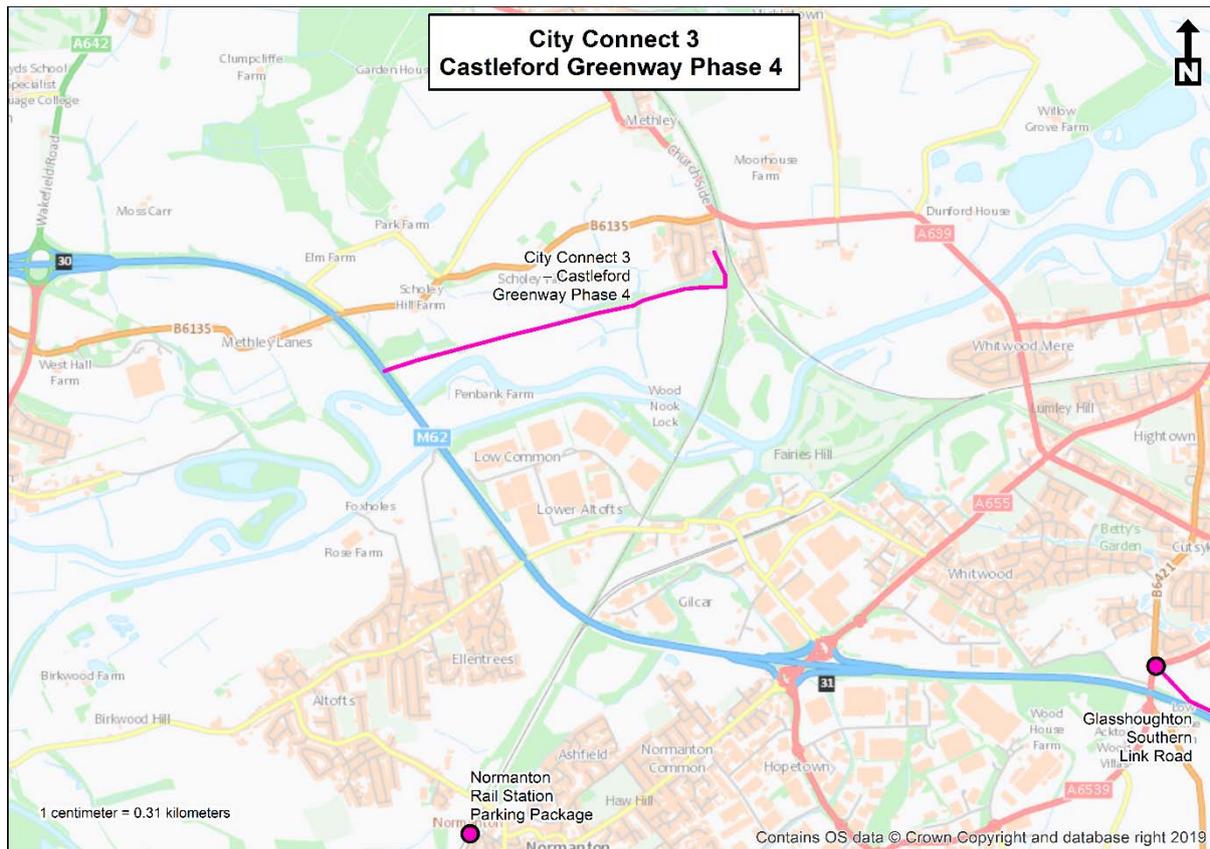
Leeds City Centre Package: Armley Gyratory



Holmfirth Town Centre Access Plan



City Connect Phase 3 Castleford Greenway Phase 4



Please note, depending on the level of scheme development, the location and scope of the schemes indicated here are indicative only.

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Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Adult Education Budget Devolution**

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

Author: Michelle Burton

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

1. Purpose of this report

- 1.1 To update the Combined Authority on work underway to prepare for the devolution of Adult Education Budget (AEB) funding across West Yorkshire from the academic year 2021 as part of the devolution deal agreed with Government in March 2020.

2. Information

Context

- 2.1 The Adult Education Budget is one of the core government funds that provides funding for training for individuals aged 19+. It is focussed predominantly on training courses which provide basic skills (Entry level, level 1 and level 2) and is mostly delivered by Colleges and Local Authorities, with some delivery undertaken by Independent Training Providers.
- 2.2. The principle purpose of the AEB is to provide adults with the skills needed for entering and sustaining work, an apprenticeship, or other further learning. Within the skills system, it sits alongside a range of other funding streams, including:

- Apprenticeship funding (Levy and SMEs)
- Student Loans for Higher Education
- Adult Learner Loans (for level 3 and level 4 courses)
- European Social Fund (and the forthcoming UK Shared prosperity Fund)

- 2.3 AEB is currently funded by the Department for Education (DfE) and administered by the Education and Skills Funding Agency (ESFA) in non-devolved areas. Devolution of AEB will enable the Combined Authority to ensure that AEB addresses the needs of employers and individuals in West Yorkshire.
- 2.4 Taking on these devolved powers is a significant opportunity for the region. It is, however, a new function for the Combined Authority which has previously had no formal influence over AEB planning or delivery. Work is therefore underway to ensure that the required infrastructure is in place to prepare for and properly administer the significant amounts of new funding and powers.
- 2.5 The ESFA estimates that circa £63 million of AEB funding is spent in West Yorkshire annually which will be devolved to the Combined Authority from August 2021. Based on the most recent published data (18/19), approximately 80% of the AEB budget is utilised by colleges and local authorities through grant funding, with the remaining 20% contracted to independent training providers.

Implementation

- 2.6 A funding bid and business case has been made to the DfE for implementation costs in order to secure match funding for delivery, and a positive decision on this is expected imminently.
- 2.7 The Department for Education required that various Readiness Conditions relating to corporate control measures need to be met, and evidence regarding these was submitted on 18 May. As part of these conditions the Combined Authority Managing Director was required to provide assurances that the organisation will be ready to take on responsibility for AEB functions from the academic year 2021/22. A copy of this letter is included as appendix 1.
- 2.8 Combined Authority officers are working closely with Government officials and other Mayoral Combined Authorities to ensure that appropriate steps are taken to prepare for taking on the devolved grant. The Combined Authority is also represented on the AEB Policy Implementation and Operations Group held between Mayoral Combined Authorities, ESFA and DfE, meeting regularly to share best practise and establish valuable officer links.

AEB Strategy

- 2.9 A draft AEB Strategy for consultation has been shaped by the Employment and Skills Panel, with strategic input from Local Authorities through a series of workshops, roundtable discussions and individual meetings to ensure they are engaged and sighted on planned approaches, welcoming their critical input to policy development. This strategy sets out the proposed priorities for, and approach to commissioning and managing the devolved Adult Education Budget.
- 2.10 Extensive data analysis of wider labour market information has also informed the approach, and this has allowed an initial impact assessment of the wider sector and learners. This will be supplemented by the ongoing consultation.
- 2.11 The depths of economic shock that will follow as we emerge from the Covid-19 pandemic are currently unknown, this uncertainty underpins our thinking and the desire to retain flexibility and responsiveness in our approach to commissioning.

Consultation and Endorsement

- 2.12 A public consultation on the AEB Strategy was launched on 25 May alongside the consultation currently ongoing on the West Yorkshire devolution deal. The Combined Authority received a full report on this consultation at their meeting in May.
- 2.13 Given the current Coronavirus situation, a communications plan has been developed to promote the consultation to the widest possible audiences using a range of digital and non-digital channels. These will include a combination of:
- Social media
 - Press releases targeting local and regional media
 - Direct engagement with skills providers
 - Direct e-shots to an extensive stakeholder list
- 2.14 The COVID-19 outbreak and resulting restrictions on gathering sizes will pose limitations on the consultation progress. To counter this, a comprehensive consultation plan has been developed which details an approach which will allow maximum engagement with learners, employers and skills providers, including webinars and virtual focus groups.
- 2.15 Due to the current social distancing guidelines, face-to-face consultation channels are not possible. In order to ensure a full range of engagement, virtual workshops have been coordinated to support the digital consultation.
- 2.16 The consultation will close on 12 July. Following this, an evaluation of responses will be undertaken, allowing sufficient time for this report to inform changes to the planned approach within the AEB Strategy. To ensure independence of process, specialist consultants have been commissioned to support the consultation and analyse the results.

Endorsement and Commissioning

- 2.17 The Combined Authority will receive an update on the progress of AEB at its meeting in September and a final draft of the AEB Strategy for endorsement. This endorsement will allow for commissioning to commence on 1 October.
- 2.18 Commissioning must begin on 1 October in order to allow sufficient time to prepare for the academic year commencing 1 August 2021.
- 2.19 Achieving readiness by 1 August 2021 is heavily contingent upon the projected timescales agreed with DfE being met, and therefore allowing for the subsequent procurement process to be carried out within the planned timescales. Key workstreams to deliver this include legal and procurement preparation (drafting a procurement strategy, funding rules, and contracts and agreements), consultation and policy work (to ensure that the approach is fully consulted on and that this consultation is accessible); and systems development (ensuring that the ICT, Finance and Data arrangements are in place to support contracting and payments).

3. Clean Growth Implications

- 3.1 There are no direct clean growth implications arising from this report

4. Inclusive Growth Implications

- 4.1 The skills agenda has clear links to driving the Combined Authority's inclusive growth ambitions through enabling enhanced access to skills, education and career prospects, thus affording increased social mobility.

5. Financial Implications

- 5.1 Additional funding of c.£63 million per annum is to be provided to the Combined Authority, subject to meeting readiness conditions. The outcome of an application to DfE for implementation funding is awaited.

6. Legal Implications

- 6.1 The delivery of AEB is contingent on contracts agreed with learning providers, and specialist legal resource is in place to deliver this.

7. Staffing Implications

- 7.1 Additional capability and capacity is required to prepare for taking on AEB, and the costs of this have been included within a bid for funding to DfE. Once AEB has been devolved, the management costs associated can be accommodated within the devolved allocation.

8. External Consultees

- 8.1 Detailed consultation is now being carried out on the proposed funding structure with various stakeholders, including learners and potential training providers.

9. Recommendations

- 9.1 That the Combined Authority notes the update provided here.

10. Background Documents

There are no background documents referenced in this report.

11. Appendices

Appendix 1 – Letter to Department for Education
Appendix 2 – Draft AEB Strategy

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Mr Dominic Hastings
Deputy Director
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

18 May 2020

Dear Mr Hastings,

West Yorkshire Adult Education Budget Readiness Conditions

The West Yorkshire Combined Authority is now moving forward, at pace, with plans to progress the 'minded to' devolution deal announced in the Chancellor's Budget on 11 March. A critically important element of that Deal was securing greater control and influence over the skills system in our region through devolution of the Adult Education Budget. I can confirm to you that the West Yorkshire Combined Authority will be ready to take on responsibility for, and improve the exercising of, statutory AEB functions from the academic year 2021/22.

This is an important time for West Yorkshire and the wider City Region, and skills are central to our ambition to be a globally recognised region with a strong, successful economy where everyone can build great businesses, careers and lives. As we work to support the region's workforce of 1.1 million people and some 90,000 businesses out of the unprecedented economic crisis resulting from the COVID-19 lockdown, boosting skills and access to training schemes will be central to developing resilient and thriving businesses as part of an inclusive economy which provides people with a decent standard of living.

We have provided today an early draft of our AEB Strategic Skills Plan (SSP), which starts to set out how we will exercise our statutory functions and deliver better outcomes for our residents. Our AEB SSP forms a key part of the Combined Authority's Strategic Economic Framework, at the heart of which sits the Leeds City Region Local Industrial Strategy, a long-term plan to boost productivity, skills and jobs.

We will be consulting on the draft SSP over the coming months, and the final priorities, actions and outcomes will be informed by residents of the region who will most benefit from this refreshed approach to skills delivery. This consultation will help inform our current thinking on commissioning AEB provision for 2021/22 while maintaining stability in our post 16 provider base. We will be working with key stakeholders and providers across the region to ensure that our future offer meets the needs of businesses and residents, supported by evidence based policies and robust procedures.

Also included here is the required suite of documents setting out our organisational readiness for devolution of AEB, demonstrating our understanding of the work and resources required to be ready for delivery from 2021/22. We enclose our self-assessment evidence checklist, which demonstrates the progress we have made to

date. We have embedded where helpful, current processes and procedures, and provided early drafts of AEB related documentation where available, and we will keep DfE informed as they progress.

We are committed to enabling the funding to be transferred and to be an effective skills commissioning organisation. We are now actively looking to recruit into specific AEB posts in core corporate functions to deliver this, as set out in our bid for implementation funding submitted in March. These include a dedicated AEB Manager role to provide strategic oversight and direction of implementation and delivery.

This recruitment is supported by a pan-organisational AEB Project Board comprising key workstream leads who will be supporting AEB implementation activity so that they understand their responsibilities in relation to the AEB and that they are sufficiently resourced to support it.

We continue to develop our relationships with other Mayoral Combined Authorities, building on networks to share good practice and lesson learned and have recently joined the MCA / ESFA 'AEB Policy Implementation and Operations Group'. We will have an agile and responsive skills system that supports communities, progression, good jobs with better pay, apprenticeships and higher-level skills acquisition which together support our economic ambitions.

Although well placed to deliver what will be a challenging process we do not underestimate the risks of AEB devolution. I am confident that with our well-established transparent governance, risk management, appraisal, contract and programme management functions underpinned by a clear plan of how AEB will be embedded and resourced, we will be ready to commence delivery from the academic year 2021/22.

We look forward to working with the Department and the ESFA on the implementation of AEB devolution, and on the wider skills and employment agenda across West Yorkshire to drive inclusive economic growth.

Should you have any questions in relation to our submission, Michelle Burton (Head of Employment & Skills) will be able to assist: michelle.burton@westyorks-ca.gov.uk.

Yours sincerely,



Ben Still
Managing Director

Adult Education Budget Strategy

Draft for Consultation

May 2020

Adult Education Budget Strategy

Draft for Consultation

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Background and Context

This document sets out the Adult Education Budget (AEB) Strategy for the West Yorkshire Combined Authority. It highlights strengths, opportunities and challenges across the region and sets out key priorities for the devolved AEB to ensure it supports the West Yorkshire Combined Authority's Strategic Vision.

West Yorkshire Combined Authority

We want our region to be recognised globally as a place with a strong, successful economy where everyone can build great businesses, careers and lives supported by world-class transport, housing and digital connectivity.



We will achieve this by planning and delivering economic and transport schemes and programmes across the region in partnership with the public and private sectors – focusing on the areas of work which will make the biggest difference. Partnership is fundamental to everything we do.

The Combined Authority and LEP work closely with one another and with councils across the region to ensure our policies, services and capital infrastructure projects meet the needs of communities and help us to deliver local priorities. We also work closely with the private sector through the LEP to develop, shape and deliver policies that meet the needs of employers in the region.

Our Area

Leeds City Region is the economic, cultural and geographic heart of Yorkshire and an essential component of the Northern Powerhouse. Lying at the centre of the UK, within one hour's drive of 7 million people, it comprises 1.6% of the land area of England.

The region is a vibrant, internationally significant economy, with output of £55bn and a population of over 2.3 million people across the local authority areas of Bradford, Calderdale, Kirklees, Leeds and Wakefield.



With a workforce of 1.1 million people and 90,000 businesses, West Yorkshire is the UK's largest regional finance centre and contains more manufacturing jobs than anywhere in the north.

The West Yorkshire economy

The following points provide a brief overview of the key features of the West Yorkshire economy, as set out in more detail in our Local Industrial Strategy evidence base. Overall, the local economy's diversity prevents an over-reliance on any particular sector but there are significant challenges around productivity and low wages linked to a range of factors including a deficit of high level skills and innovation. West Yorkshire's strengths in the health sector are likely to prove a key asset.

Productivity – increasing, but at a level lower than the national average and with growth trajectories below national levels since the crash of 2008.

Labour market – strong performance in recent years but with early signs of a downturn in employment, with disadvantaged groups continuing to face the greatest risk of exclusion from employment.

Sector base - one of the most diverse economies in the UK, closely mirroring the industrial structure of the UK, making it more resilient to sector shocks.

Largest employers – retail (95,000), hospitality (70,000), are large although health is the largest in absolute terms (140,000).

The Adult Education Budget

The principal purpose of the AEB is to engage adults and provide them with the skills needed for entering and sustaining work, an apprenticeship/traineeship, or other further learning. The funding pays specifically for learning programmes (predominantly qualifications) and provides an element of learner support funding for those with learning difficulties and disabilities. It is currently administered and governed through Education and Skills Funding Agency (ESFA) regulations.

It provides funding for programmes of learning up to Level 2 (GCSE level equivalent) and some Level 3 qualifications (A level equivalent), dependent on eligibility. It does not fund all Level 3 learning, or programmes at Level 4 and above as these are funded through Advanced Learner Loans or Higher Education (HE) funding.

AEB also encompasses a range of statutory entitlements for learners, including the right to fully funded provision for basic English and maths qualifications and, depending on the resident's age and employment status, an entitlement to a first Level 2 and/or Level 3 qualification. From August 2020, this will also include an entitlement to basic Digital skills.

The Devolution of Adult Education Budget

In England, devolution is the transfer of accountability, power and funding from national to local government.

Since 2014, through a number of devolution deals (an agreement between government and local areas in England), powers, budgets and responsibilities have been passed down from central government to new directly-elected mayors in eight regions across England: Tees Valley, Greater Manchester, Liverpool City Region, Sheffield City Region, Cambridgeshire and Peterborough, West Midlands Combined Authority, North of Tyne and Greater London Authority

In March 2020, West Yorkshire agreed an ambitious devolution deal with Government. The agreement, which is the biggest ever of its kind, unlocks more than £1.8 billion in investment to drive up living standards through better transport, improved skills and stronger businesses, while tackling the climate emergency. This includes 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.

In addition to significant funding, the deal gives West Yorkshire far greater decision-making powers allowing the region to set its own priorities including ensuring a vibrant future for its towns and rural areas while securing the economic success of its cities.

Becoming a devolved mayoral area will be critical in ensuring West Yorkshire is in the best place to access to future funding and powers. The Government is increasing focus on mayoral combined authorities as its primary route for supporting regional economic development.

West Yorkshire will adopt the model of a directly elected Mayor over the Combined Authority's area, with the first Mayoral election in May 2021. The Mayor will have an initial three-year term. From 2024, Mayoral terms will last four years.

We have consulted with and will continue to work closely with the other Mayoral Combined Authorities, the Department for Education and the Educational and Skills Funding Agency, to ensure there is a consistency with core national strategies while we develop our approach to meet local needs and ambitions.

This AEB Strategy has been developed in order to ensure we are ready to deliver the Adult Education Budget on the 1 August 2021, and timescales have necessitated its development prior to the election of the West Yorkshire Mayor. It builds on our existing strategies and the needs of our area, providing a clear foundation upon which we can build the skills of people and businesses within West Yorkshire.

Our Strategic Vision

The Adult Education Budget (AEB) Strategy forms a key part of the Combined Authority's Strategic Economic Framework, alongside the Leeds City Region Local Industrial Strategy, a long-term plan to boost productivity, skills and jobs. The Strategic Economic Framework (SEF) brings together the full range of policies and strategies that have been developed in collaboration with communities and decision makers across West Yorkshire, and together will help the region unlock and achieve its full potential.

The SEF also contains our Leeds City Region Employment and Skills Plan which focuses on Skilled People, Better Jobs, spanning 2016-2020. Much has changed in the timespan of this strategy: Brexit has been proposed and agreed; a Climate Emergency has been declared, with West Yorkshire aiming for net zero emissions by 2038; digital technology and AI continue to revolutionise the world of work; a devolution deal has been agreed for West Yorkshire, which affords us more control and accountability for adult skills delivery.

The long term social and economic impact of Covid-19 is currently unknown, but looks likely to impact most severely on those already facing the challenges posed by precarious employment.

All of these factors impact on workforce skills needs in helping our economy recover from the recent shock and prepare for future opportunities.

Future Ready Skills Commission

The Leeds City Region is currently leading national thinking with its own ambitious Future Ready Skills Commission. The Commission is an independent body made up of experts and leading thinkers from business, education, local government and think tanks.

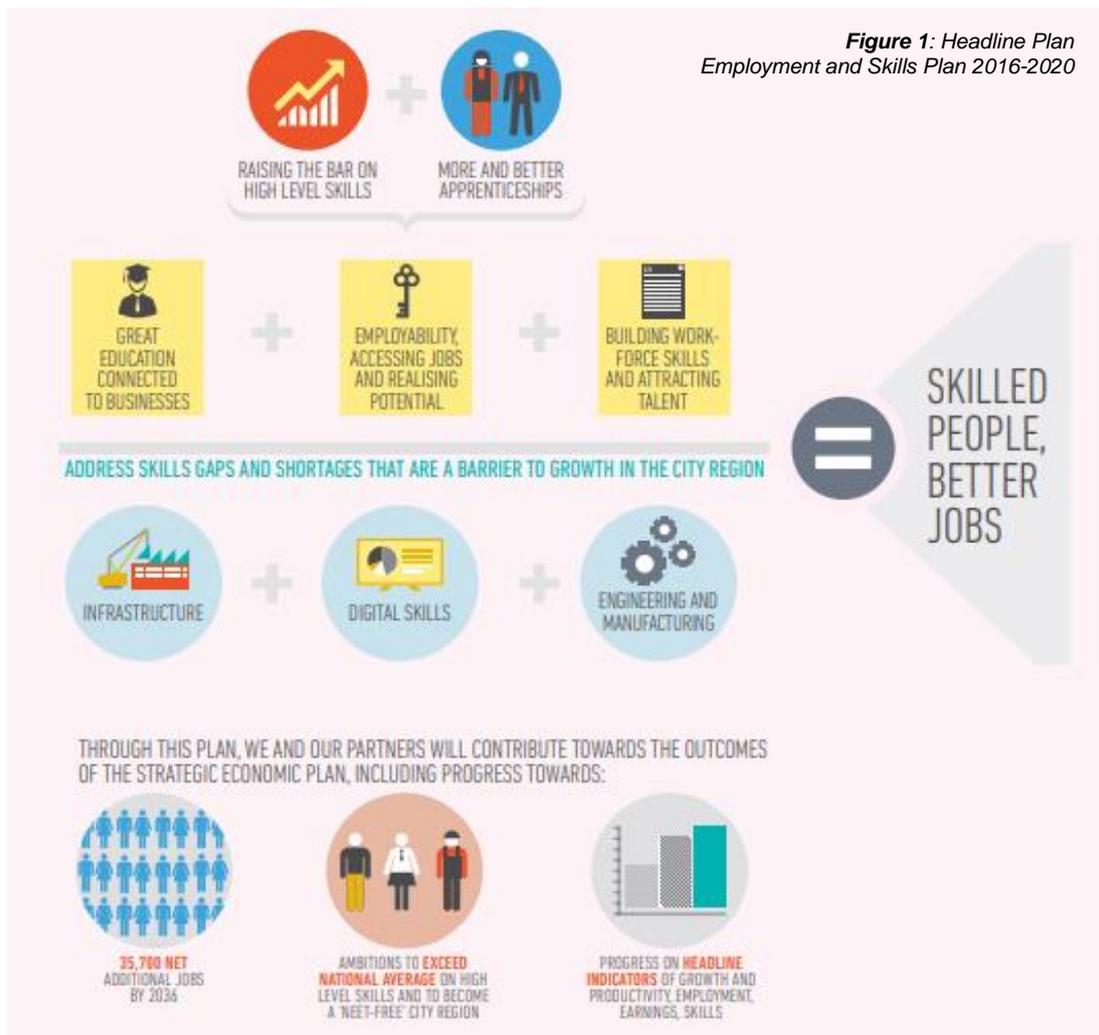
The Commission calls for a simplified skills system across the UK, unfettered by national silos and responsive to local economic needs and demands, exploring how greater devolution can deliver this, ensuring that local people are properly equipped for the jobs of the 21st century.

The Commission will publish recommendations in Autumn 2020, with a view to piloting the system changes needed in Leeds City Region to benefit our people and businesses.

The Combined Authority is already embedding the learning and emerging recommendations into its thinking on Adult Education Budget usage, and how we can make positive changes to improve the impact on our local communities.

Our current Employment and Skills Plan is outlined in figure 1. The plan is due to be refreshed this year alongside the publication of the Leeds City Region Local Industrial Strategy.

**Figure 1: Headline Plan
Employment and Skills Plan 2016-2020**



Priorities for Adult Education Budget

The Adult Education Budget is one of many ways in which adult training is funded and skills are developed: its principal purpose is to engage adults and provide them with skills and learning needed for work, an apprenticeship and/or further learning.

The refreshed Employment and Skills Plan will outline the activities and funds that will address wider skills priorities such as higher levels skills and inclusive growth.

Within the context of the above strategies, we have defined the following priorities for the Adult Education budget in West Yorkshire:

1. Increase the supply of skills to support key sectors in West Yorkshire
2. Improve West Yorkshire's resilience by identifying and delivering the skills needed for the future
3. Making learning more inclusive to support disadvantaged residents and widen the pool of talent for business
4. Support the unemployed to gain and sustain employment
5. Unlock progression opportunities and career adaptability through skills, particularly for those on low wages and with insecure work

West Yorkshire: Needs and Opportunities

Our Challenges

West Yorkshire has a large and diverse economy. However, it faces challenges of low productivity and pay, linked to a range of issues, including a deficit of skills and innovation.

- It is difficult at present to assess the opportunities and challenges that are likely to arise for the West Yorkshire economy because of the uncertainty stemming from Covid-19. Almost 2,000 businesses were dissolved in March 2020 alone and a dramatic increase in redundancies is anticipated in the near future, followed by a challenging employment landscape. The Combined Authority will be undertaking an ongoing review of the evidence as part of economic recovery planning.
- Prospects for labour and skills demand in the medium and longer-term are highly uncertain at the present time. However, it is likely that AEB will have a key role to play in meeting increased demand for skilled workers in the health and social care sector, for example. Meanwhile, sectors currently under lockdown, including hospitality and large parts of retail, are likely to be radically reshaped by the crisis in terms of working practices etc. In addition, manufacturing and other sectors may be affected by changes in the pattern of global trade and consumer demand as well as a continued shift to automated processes. AEB will need to support reskilling and serve to mitigate the threat of growth in long-term, structural unemployment.
- Unemployment in West Yorkshire could increase from 51,000 to more than 100,000 during 2020 if national forecasts, which predict an increase in the unemployment rate to 10%, prove to be accurate. This would have major implications for the focus of AEB provision. Many of the people who become jobless as a result of the Covid-19 crisis could require support with reskilling as the pattern of labour demand changes.
- However, longer-term, underlying issues will remain important in spite of the current crisis and AEB has a key role to play, for example, in meeting demand for care workers, supporting progression to the growing number of higher skilled jobs, tackling persistent skill shortages and ensuring that everyone has basic digital skills.
- There are a range of supply side issues that are particularly pertinent to AEB. Firstly, there is a significant over-representation of people with low / no qualifications in West Yorkshire who are disadvantaged in the labour market. Almost 400,000 people, 26% of the working age population, fall into this category. However, among the unemployed and inactive this proportion rises to 40%.
- Alongside this West Yorkshire has large numbers of people who lack basic literacy and numeracy.
- Pockets of acute deprivation are also linked to a lack of skills. West Yorkshire has more than twice its “fair share” of neighbourhoods that are among the most acutely deprived in terms of adult skills. Bradford and Wakefield are particularly badly affected. This highlights the importance of targeted outreach through AEB.

- The proportion of adults who lack full English language proficiency is above the national average in England and is particularly high in Bradford.
- West Yorkshire’s unemployment rate is above the national average. The claimant count (the number of jobless people claiming benefits) has been on an upward trend for some time. The number of people who are unemployed is expected to increase very substantially as a result of Covid-19.

Key facts

Employment base

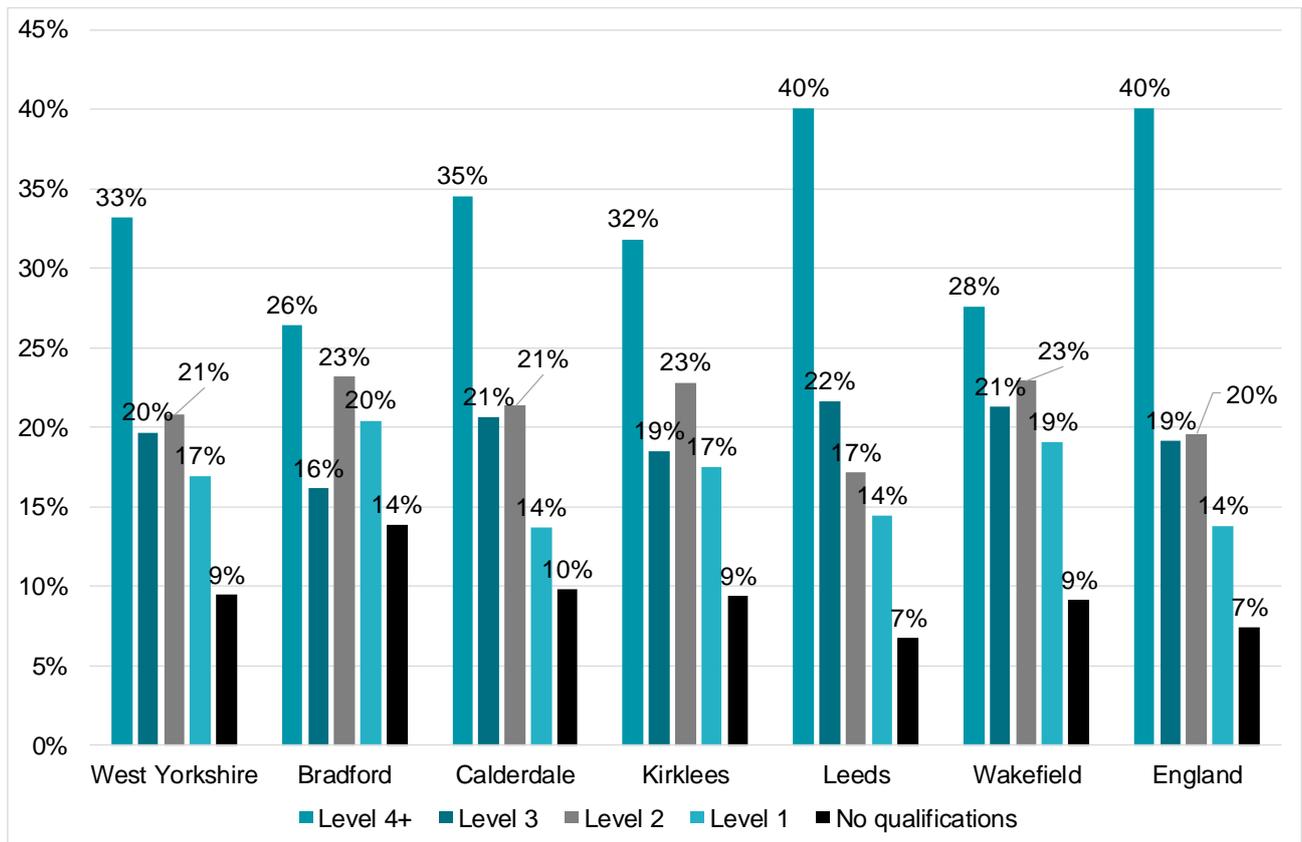
Employment by sector in West Yorkshire



Health is the largest employer in absolute terms (140,000) followed by business administration / support, manufacturing, retail and professional services. Manufacturing and finance are particular strengths of the local economy (as reflected in their location quotients which compare each sector’s share of employment at a local level with the respective national average share). The fastest growing is the digital sector (including activities such as computer programming) and areas of professional services (such as legal and management consultancy) but also retail, hospitality and transport.

West Yorkshire skills profile

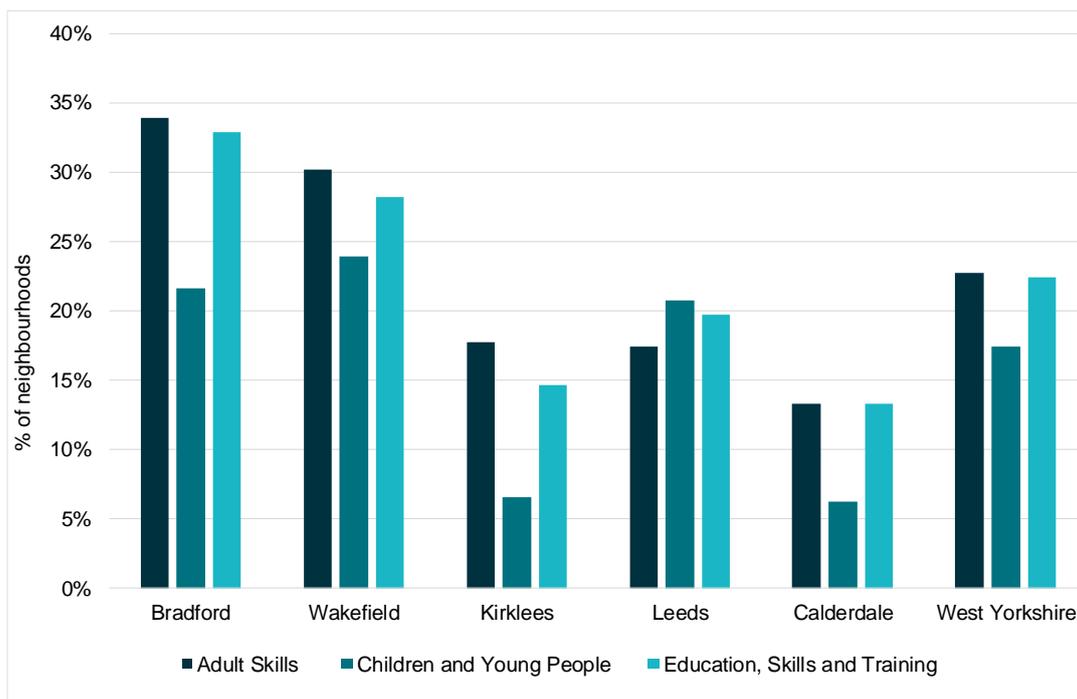
Profile of working age population by level of highest qualification held



Almost one-in-10 of the West Yorkshire working age population (9%) lack any formal qualifications (137,000 people in absolute terms). When people holding a qualification at below level 2 are included, the proportion increases to 26% (or 382,000 people).

West Yorkshire deprivation

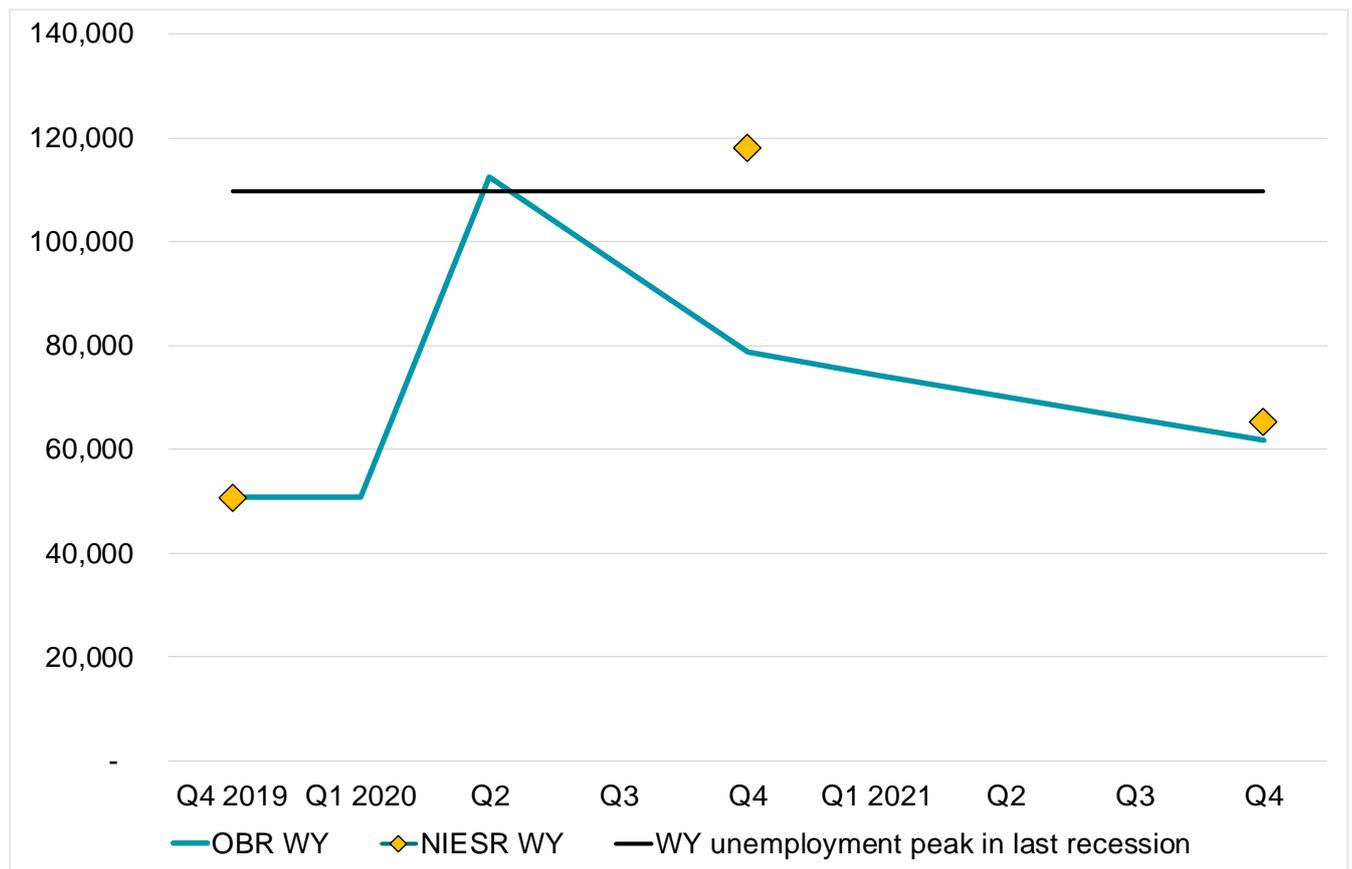
Proportion of neighbourhoods in 10% most deprived nationally by domain



23% of West Yorkshire neighbourhoods fall into the most deprived decile nationally in terms of adult skills deprivation – more than twice the fair share. However, this proportion rises to around a third for Bradford and around 30% for Wakefield.

Potential impact of Covid-19 on unemployment

West Yorkshire unemployment forecast based on Office for Budget Responsibility (OBR) and National Institute of Economic and Social Research (NIESR) scenarios



If OBR forecasts are borne out locally the level of unemployment in West Yorkshire could increase from 51,000 in Q4 2019 to 112,000 in Q2 2020, remaining well above pre-crisis levels at the end of 2021.

Current AEB performance

This section provides supporting evidence around the level and profile of current AEB-funded provision.

Education and training context

- The proportions of adults in West Yorkshire studying for a qualification (9%) or enrolled on an education course (7%) are both small - but similar to the national average in both cases. However, the prevalence of job-related training has been consistently below the national average in West Yorkshire in recent years.
- West Yorkshire adults with low prior attainment (no qualifications or qualified below level 2) are much less likely to be studying for a qualification, enrolled on a course or receiving job-related training than higher skilled adults.
- Workers in lower-paid / lower-skilled occupations in West Yorkshire are less likely to receive job-related training. For example, people employed in professional occupations are more than 3 times as likely as process, plant and machines operatives to receive training.

Funding overview

- ESFA estimates that West Yorkshire's baseline figure for AEB funding for 2017/18 academic year was £63m.
- The latest data available, for 2018/19 academic year, shows that £51m of Skills formula funding was drawn down for West Yorkshire learners; meanwhile West Yorkshire providers received more than £7m in grant allocations for Community Learning.
- Based on data for 2018/19 academic year, 80% of AEB Skills funding was allocated to grant-funded providers with the remainder allocated through procurement.
- It is estimated that approximately 38% of Skills funding was used to meet statutory learner entitlements in 2018/19 (excluding entitlements for the unemployed).

The provider base

- The provider base catering for AEB-funded learners in West Yorkshire is large, with 268 organisations involved as prime contractors in 2018/19. The funding value for most providers was small, however, with a median value of £15,000.
- Around £9m (18%) of total Skills funding was used for subcontracting in 2018/19, a reduction on the figure for 2017/18. However, there is apparent scope for further rationalisation of sub-contracted provision.
- Around £17.5m of funding was routed through out-of-area providers in 2018/19 of which 51% went to grant providers located outside West Yorkshire. The majority (61%) of funding to out-of-area providers was ultimately sub-contracted.
- £4.1m of provision was delivered via distance learning, primarily to employed learners and with a strong focus on health and social care aims.

Profile of provision

- Basic skills provision accounted for £18.3m of Education and Training funding and 36% of all learners participating via this strand. Maths was the largest element by volume of learners but ESOL was the largest area by value.
- The vast majority of AEB-funded learners pursued lower level learning in 2018/19; either below level 2 or at level 2 via the Education and Training strand; or at an unassigned level via Community Learning.

- AEB-funded provision is narrowly concentrated in subject terms, with the major focus being on *Preparation for Life and Work, Health and Social Care, Administration* and, in the case of Community Learning, *Arts, Media and Publishing*. Around 30% of participants on Community Learning were pursuing an aim linked specifically to Preparing for Work.
- Participation on digital courses has fallen by a quarter since 2016/17, which is significant in view of the forthcoming introduction of the digital entitlement.

Profile of learners

- Approximately 65,000 West Yorkshire learners were supported by AEB funding in 2018/19 – 44,000 through the Education and Training strand and 21,000 through Community Learning.
- Around 40% of AEB-funded learners were unemployed and actively seeking and available for work in 2018/19.
- AEB-funded provision appears to be effective in engaging with groups that are disadvantaged in the labour market, with strong representation of women, disabled people, people from ethnic minority groups and people with low prior attainment.

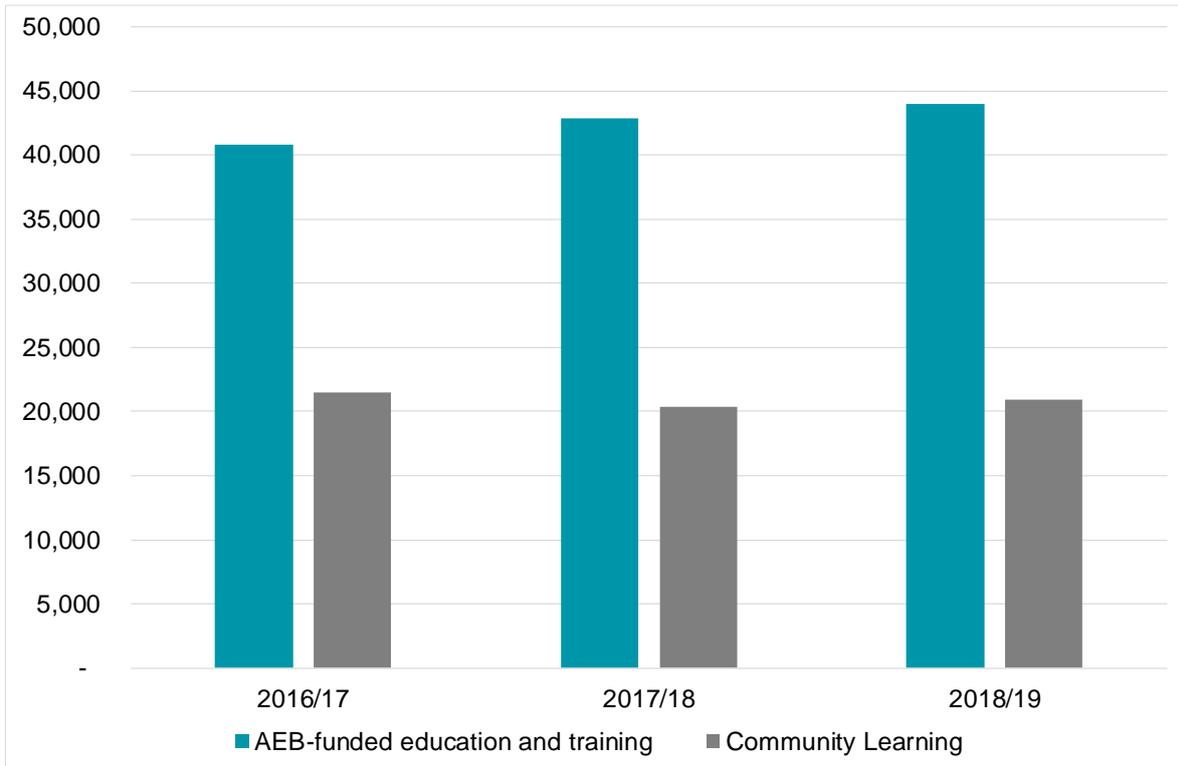
Outcomes

- 19+ Education and Training overall achievement rates for all five West Yorkshire districts are similar to the national average. Among the West Yorkshire-based grant-funded institutions 19+ overall achievement rates range from 78% to 98% (relative to the national average of 89%)
- Figures from the Outcome-based Success Measures dataset for West Yorkshire show that the majority of districts fall slightly below the national average in terms of sustained positive destination rates, whilst pay outcomes are variable, with two districts above the national average but others well below.

Key facts

Learner volumes

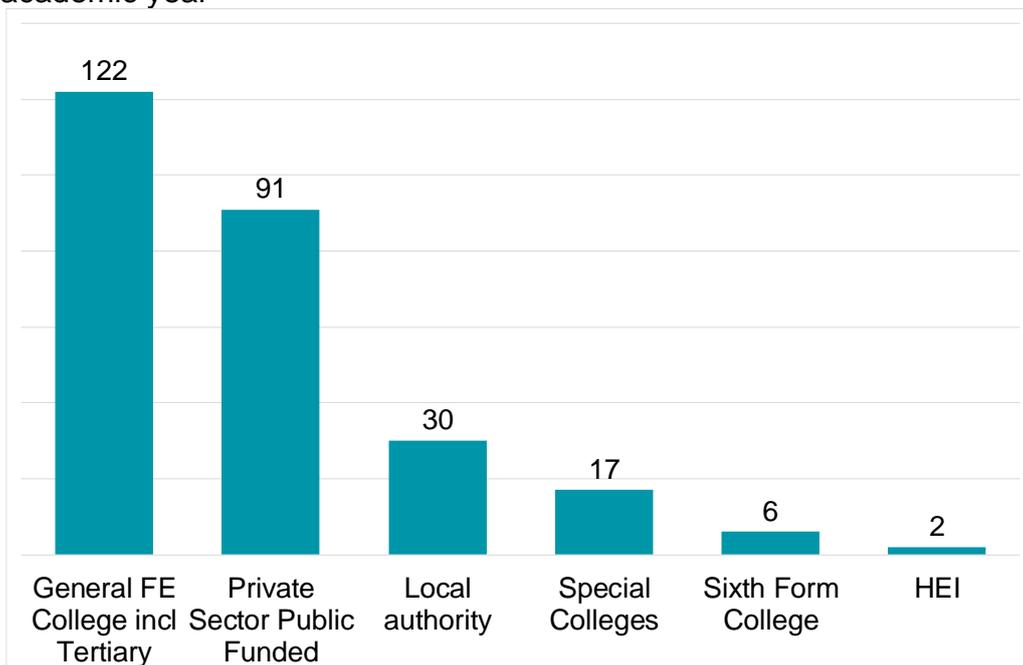
Trend in participation in AEB-funded provision in West Yorkshire



In 2018/19 academic year 43,970 individual learners participated in AEB-funded Education and Training provision, with a further 20,930 learners participating in Community Learning. This gives a total participation figure of 64,900 learners. The level of participation in West Yorkshire has remained fairly stable over the last three years.

Provider base

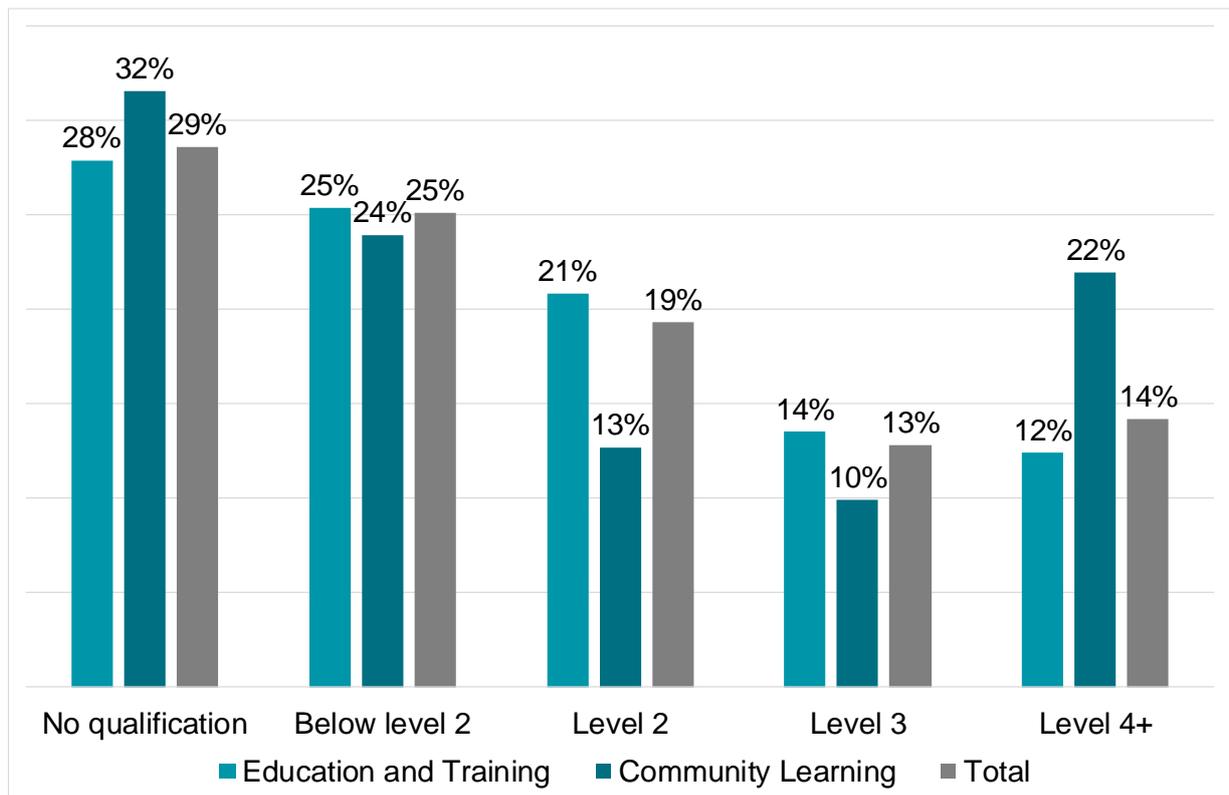
Number of providers delivering to AEB-funded learners in West Yorkshire by provider type, 2018/19 academic year



268 providers were involved in AEB delivery in West Yorkshire in 2018/19 - 248 in the delivery of Education and Training provision and 50 in the delivery of Community Learning, with 30 delivering both types of provision. The vast majority of providers (93%) were based outside West Yorkshire.

Learner profile

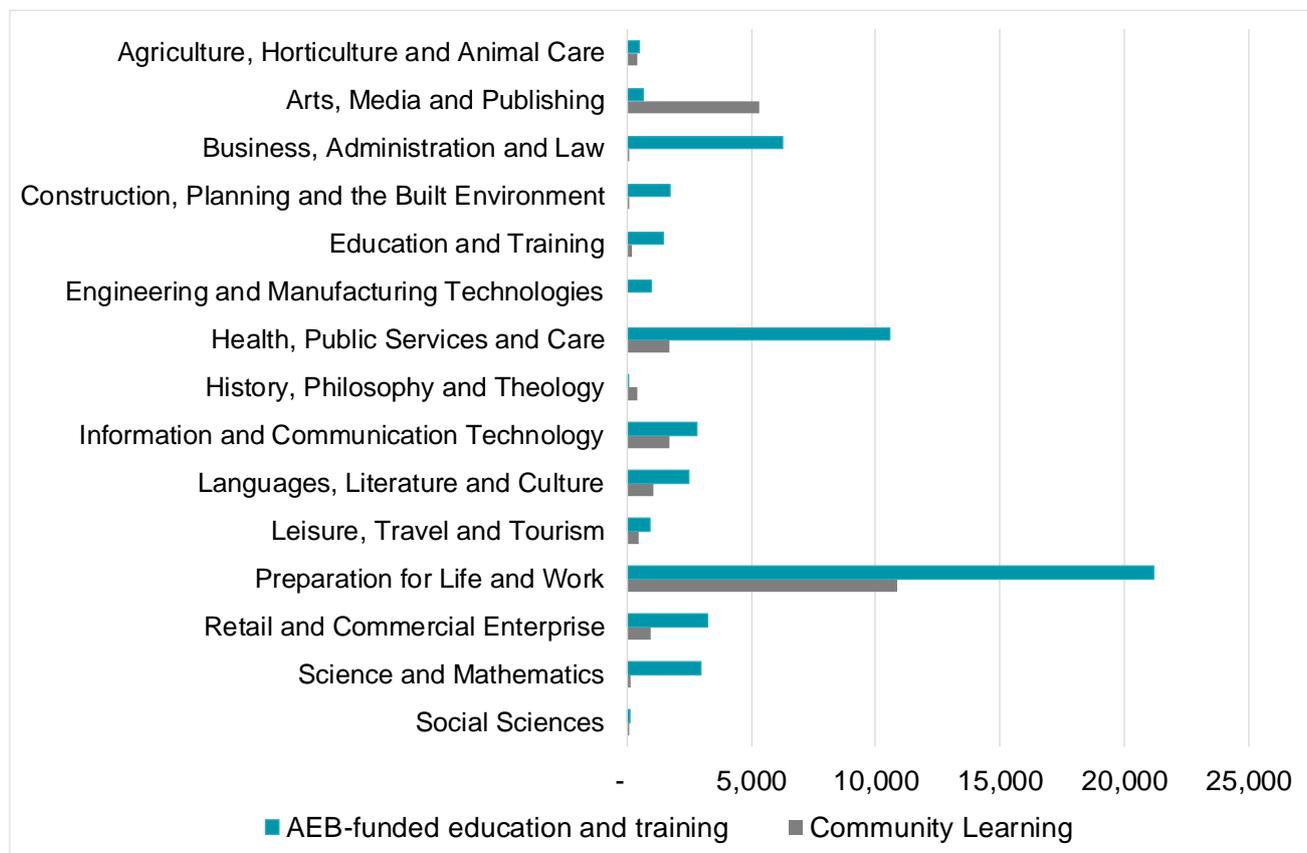
Profile of learners by level of prior attainment, 2018/19 academic year



A majority of learners (54%) held no qualifications or were qualified below level 2 in 2018/19. 14% had prior attainment at level 4, rising to 22% for Community Learning participants.

Profile of provision

Participation by Sector Subject Area and strand, 2018/19 academic year



Source: ESFA Localities Cube

Preparation for Life and Work is the largest subject area for both Community Learning and Education and Training, accounting for more than half (52%) of Community Learning participation and 48% of Education and Training learners. Other key subjects included *Health and Social Care, Administration and Arts, Media and Publishing (Community Learning)*.

Our Strategic Approach to AEB

The Combined Authority has built extensive collaborative partnerships with colleges, Universities, training providers, employers, community organisations and Local Authorities in developing partnership programmes that tackle skills gaps and address disadvantage across and within the districts. The devolution of AEB allows us to build on these relationships and improve the impact of the funding spent in West Yorkshire.

Our approach is informed by extensive analysis of the full academic year data for 17/18 and 18/19, stakeholder and provider engagement, learning from other Mayoral Combined Authorities on their own implementation experience, and our broader knowledge and activity within the wider skills landscape. As we take on the responsibility for and management of the Adult Education Budget delivery, our performance management strategy and access to delivery data will deepen our understanding of the impact, and further inform our approach.

The devolved Adult Education Budget will enable us to:

- Make the skills system more responsive and accessible through stronger local influence with all training providers
- Focus on our 'place', and ensure the right training and support offers are made to fill the skills gaps which are most prevalent locally
- Deliver a more efficient system by focussing on quality of provision and the impact it has on learners
- Make sure learning opportunities are joined up to local progression opportunities in life and work
- Work closely in partnership with providers to bring together planning of the wider skills and post-16 education system

Skills System: Local and National alignment

We are clear that the Adult Education Budget is a cornerstone of investment in the adult skills system. We must be cautious to avoid overstretching an already oversubscribed budget, but our commissioning must be underpinned by the ability to flexibly respond to constantly changing economic needs and challenges.

In commissioning the Adult Education Budget, we will consider its delivery alongside the wider investment in skills which continues to be managed by the Department for Education and Education and Skills Funding Agency: Careers services, Apprenticeships, Higher Education, Adult Learner Loans, Traineeships, Offender learning.

We welcome the Government's commitment in the devolution agreement to seek our views on the forthcoming National Skills Fund, to engage with us on the Future Ready Skills Commission priorities and to explore opportunities for the alignment of local and national programmes in the post-16 skills agenda. All of these funds play a role in Employer and Individual investment in skills.

We look forward to engaging with national and regional colleagues to ensure these funds, along with the planned UK Shared Prosperity Fund, align to create a comprehensive skills offer truly focussed on local needs and challenges: tackling inequality and disadvantage while driving prosperity and opportunity. We see Adult Education Budget as investment in

skills foundations: providing outreach in communities, first step and progressive learning to build careers.

Local Knowledge and impact

Outside of their delivery function for Adult Education Budget, our Local Authorities are key strategic partners in increasing the impact of this Funding through devolution. They have a key leadership role in place-shaping and the investment of public funds, alongside specific responsibilities in Education and Training. Local Authorities have a unique insight into local need, funding usage and the impact of Adult Education Budget within their area. The Combined Authority intends to make the most of its Local Authority partners' expertise and experience to ensure delivery meets local needs, and proposes the following:

- We will work closely with our Local Authority colleagues in developing the Commissioning plan. The Evidence base will be produced at a Local Authority level, to consider current usage against area priorities: alongside the West Yorkshire Strategic Priorities, Adult Education Budget has a clear role in supporting the aims of Local Authority Employment and Skills Plans.
- Experienced Local Authority colleagues with a strategic or policy role will be involved in the procurement process to help assess provider offers against local need.
- Once commissioned, Local Authorities will also be invited to relevant Performance Management meetings, developing the strategic partnership approach across the region, upon which we can build a better network for learner support and progression.

It is our intention to develop partnership boards in each district to ensure that provision is delivering the AEB Strategy and contributing to wider West Yorkshire and Local Authority strategies. These partnership boards will be open to all AEB deliverers, allowing stakeholders and providers to meet regularly to discuss new provision, emerging needs, ensure that delivery is evolving and routed towards community requirements and identified gaps, and avoiding duplication. We will explore how these boards link effectively into the existing Local Authority Employment and Skills Boards so as not to duplicate efforts.

We are keenly aware that allocations to areas are based on historical use, and therefore provider behaviour, as opposed to being defined by area needs. We will seek to address this over time, while remaining cautious not to disrupt provider stability or learner choice. This will need constant monitoring as the economic circumstances and therefore needs change within areas.

Throughout the implementation years we will monitor the effectiveness of all providers against their delivery plans and the alignment to area needs and Employment and Skills Plans. As outlined below, we will retain in-year responsiveness funds to allow us to respond flexibly to address emerging needs and changes to the labour market. We will utilise data analysis, performance management, growth requests and future procurement rounds to continually evaluate and align the total funding allocation against strategic priorities and the balance of district needs.

Stability in the System

While we have ambition to improve the impact Adult Education Budget has in our area, we are mindful of need to first fully understand the current impact, and moreover to maintain a level of stability within the provider base, ensuring that commissioning decisions do not

inadvertently close off skills opportunities for learners. This is particularly pertinent given the shocks being felt within the skills and training sector during the Covid-19 pandemic, and still evolving impact on West Yorkshire businesses and communities.

We will maintain stability in the system in the following ways:

- Continuing to fund the statutory requirements which provide adults with skills that are core to their employability and personal development:
 - First full qualification at level 2 for individuals aged 19 to 23
 - First full qualification at level 3 for individuals aged 19 to 23
 - English and maths, up to and including level 2, for individuals aged 19 and over, who have not previously attained a GCSE grade A* - C or grade 4, or higher
 - The new digital skills entitlement up to and including level 2, for individuals aged 19 and over (from August 2020). Furthermore, we will work with providers as this digital entitlement embeds to analyse uptake and ensure it impacts on local skills levels

Around a third of AEB formula Funding is currently used to support statutory entitlements in West Yorkshire, this is likely to increase as the digital entitlement comes online

- Continue to prioritise funding for:

Currently, just over 65% of AEB formula funding is used to support learners in West Yorkshire who are not in work. We anticipate this to rise following the impact of Covid-19

- Unemployed eligibility: prioritising funding to unemployed individuals to undertake learning programmes up to Level 2 which support them to move into work
- Low wage eligibility: similarly, prioritising funding for those earning less than £16,009.50 to develop new skills up to Level 2, helping them to sustain work and progress

We will work with our provider base to understand the barriers to accessing work which these people face and help to develop programmes which meet individual and employer needs across West Yorkshire.

- Establish grant agreements and commission contracts for a year, with the option to extend for further years subject to funding and performance.
- Maintain consistent rules and funding availabilities for Learners with Special Education Needs and / or Disabilities (SEND), expecting providers to make appropriate assessments and ensure provision is accessible to all West Yorkshire residents.

Over time the Combined Authority, under direction of the Mayor, will develop further freedoms and flexibilities afforded by devolution and respond to the ever-changing circumstances within our local economy. Throughout the first few years of implementation, we will work strategically with key partners to build a robust evidence base to improve the targeting of funds.

Annual reviews will be undertaken of our funding rules, rates and eligibilities, with due consideration of evolving ESFA and MCA policy. We will consult with the provider base on

suggested changes to the rules, to understand any unforeseen impacts prior to implementation.

Principles for commissioning

Our core set of commissioning principles will:

- Seek to align Adult Education Budget expenditure with the residents and places that are most in need, and/or that will see the greatest impact from investment in skills
- Focus on learner outcomes and their opportunities for progression as the key 'intent' for all delivery
- Balance the need for the funds to unlock inclusive growth while improving productivity across West Yorkshire
- Throughout the initial years of implementation, support the core readiness conditions of the AEB devolution deal and provide stability within the system
- Increase the effectiveness of fund management, by developing a localised strategic partnership approach across the delivery network and wider skills system
- Engage with training providers to understand their offer, and their potential to improve skills delivery across West Yorkshire
- Ensure contracting processes are transparent and fair, facilitating the involvement of the broadest range of suppliers, including subcontracting and consortia building, where appropriate
- Minimise levels of bureaucracy that would impact on learner choice and provider delivery by considering efficiency and practical approaches to commissioning, partnership management and cross-border agreements
- Incorporate learning from the existing evidence base, alongside consultation with stakeholders, employers, providers and learners to highlight areas where funds could be better invested to benefit all

Expectation of provider values and behaviour

The Combined Authority has a clear strategic leadership role with regard to the local skills system, in ensuring that skills investment is driven by employer needs and the current and future profile of labour market opportunities.

Through localised contract management and by building on West Yorkshire's existing partnership and networks, we aim to develop effective, high trust relationships with providers, delivering positive long-term impact for West Yorkshire learners.

- Key values and behaviours that should underpin the delivery network: To develop a place-based curriculum offer and wrap-around support with a clear focus on learner progression.
- Strive to deliver Outstanding provision that puts the needs of learners and employers at the centre of delivery
- Work with partners and stakeholders in a positive and effective way, sharing best practice and improving the impact of skills system across West Yorkshire
- Communicate openly and transparently with stakeholders, learners and partners
- Develop approaches and partnerships which support adults to progress and prosper within their communities and employment

- Subcontract with integrity and ensuring that positive outcomes for learners and employers is at the heart of all arrangements

Funding arrangements

Route 1 Grant Allocations – West Yorkshire	Route 2 Grant Allocations - Leeds City Region	Route 3 Contract for Services
<p>We will ‘roll-over’ Grant Agreements with providers who hold an existing Grant agreement with ESFA and meet the following criteria:</p> <ul style="list-style-type: none"> • Are wholly or mainly funded by the public purse • Have an established place-based approach that supports West Yorkshire’s strategic ambitions • Have a head office in West Yorkshire <p>We will grant fund these providers at the same proportion as 2017/18, which reflects the allocation we are being devolved. The stability of AEB over the recent years should help to minimise the risk of disruption to learners, ensure the continuity of learning provision in the core entitlements and minimise any destabilisation in the West Yorkshire post-16 provider base.</p>	<p>In the initial years of implementation, the Combined Authority will continue to support Grant providers from the wider Leeds City Region that:</p> <ul style="list-style-type: none"> • Are wholly or mainly funded by the public purse • Have an established place-based approach that supports West Yorkshire’s strategic ambitions • Deliver significant volumes of activity within West Yorkshire and support existing travel to learn patterns • Have a head office in Leeds City Region <p>This reduces the need for cross-border agreements and supports learner choice.</p> <p>Grant providers from the wider Leeds City Region will not receive continued funding for their subcontracted provision to West Yorkshire residents.</p>	<p>The remaining AEB funds will be procured through competitive tendering processes.</p> <p>The majority will be procured through a commissioning round commencing in Autumn 2020, focusing on:</p> <ul style="list-style-type: none"> • Delivering legal entitlements • Supporting the unemployed to progress into ‘good’ jobs • Supporting in-work progression of those on low wages • Upskilling employed adults to progress in the workplace • Test pilots to address skill gaps and/or trial new learning methods <p>A Responsiveness Pot will be retained for commissioning specific initiatives from August 2021, ensuring that West Yorkshire’s skills delivery remains flexible and can respond to economic shocks and opportunities as they arise</p> <p>Contracts for Services will be issued for one year (AY 2021/22), with the option to extend for further years. The extension will be subject to provider performance, skills policy and funding availability.</p>

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Irrespective of route:

- Providers will develop an Annual Delivery Plan for year 1, including expected volumes of learners by sector and district, profile of delivery across the year and all planned subcontracting arrangements.
- Providers with a significant contract value will be expected to co-develop a Delivery Agreement with the Combined Authority that demonstrates their commitment to West Yorkshire's Strategic Aims.
- Growth requests will be available for Year 2, subject to funding availability and provider performance.
- A 3% tolerance¹ will not be available on allocations however, we will look to support growth requests in year where possible.

Cross border learners

Maintaining learner choice and the access to appropriate provision is paramount in the successful devolution of Adult Education Budget.

Out of Area Grant providers

In the initial years of implementation, the Combined Authority will continue to support Grant providers from the wider Leeds City Region that support travel-to-learn patterns and/or deliver directly into West Yorkshire Communities. Through partner and learner consultation we will seek to further understand travel-to-learn patterns and consider whether transport services or place-based solutions could provide a more appropriate solution. The continuation of these agreements seeks to minimise the need to establish new bureaucratic processes and supports learner choice to travel outside of West Yorkshire for their education and training.

Grant providers from the wider Leeds City Region (and the rest of England) will not receive continued funding for their subcontracted provision to West Yorkshire residents. This funding will be reallocated into the procurement allocation, recognising that the funding is ultimately delivered by independent training providers.

In 18/19 Grant Agreements accounted for 80% of Adult Education Budget Expenditure in West Yorkshire (including out of area providers).

By rationalising the number of Grant providers funded by West Yorkshire we aim to release potential savings of 19% (approximately £7.6 million based on 18/19 data) of funding to be used responsibly.

Grant providers outside the Leeds City Region will not have their agreement automatically renewed, but will have the opportunity to secure a contract for services through the competitive procurement process. Data would indicate that this approach would have minimal impact on the provider base, given the relative proportion to their overall grant. We are, however, engaging with the provider base throughout this consultation to understand if there are any unforeseen impacts.

Out of Area Learners

The Combined Authority will only have responsibility and funding to support West Yorkshire learners. Learners travelling into West Yorkshire from other regions will require the provider to have a national contract or grant agreement with ESFA, or the MCA in

¹ ESFA's national policy currently allows a 3% tolerance on underperformance and payment up to 3% for over-performance. Given the desire to maximise value for money and impact, alongside the limitations of the scale of the budget for West Yorkshire, we cannot guarantee over payment or commit to paying for under delivery.

which the learner is a resident. We are in discussions with Sheffield City Region to explore possibilities for cross-border agreements as they implement their own devolved budgets.

Proposed approach

Delivery Agreements

We are committed to joining up education and skills delivery across West Yorkshire. In addition to their AEB contract, we will co-develop Delivery Agreements with Grant holders and key contractors.

Delivery agreements are a two-way accord between the Combined Authority and Training Providers with aims and targets that align the wider skills provision in the area to our strategic aims, employer and community needs. We established Delivery Agreements with FE Colleges in 2016, considering them an important step in strengthening relationships with providers and influencing the curriculum offer to meet the needs of businesses and individuals.

Progress towards Delivery Agreements will be factored into performance management and future commissioning rounds. We will also conduct annual reviews of Delivery Agreements, whereby providers can highlight barriers to progress, actions they will take to respond and help inform the Combined Authority's future actions.

Subcontracting arrangements

The Combined Authority understands that subcontracting can play a critical role in providing outreach to communities, supporting non-traditional routes to learning, supporting the delivery of specialist and niche provision, and creating partnerships which benefit learner progression. Where approached strategically and with integrity, subcontracting can build capacity and support flexibilities across the sector.

However, analysis of subcontracted provision in 17/18 and 18/19 has highlighted some inefficient contracting practices that increase the value of management fees taken out of the learner focussed funding, duplication across providers, and that a minimal percentage of subcontracted delivery in West Yorkshire is considered specialist.

- The value of sub-contracted funding in 2018/19 was £9.0m, 18% of total formula funding.
- 144 provider organisations were active as subcontractors in West Yorkshire, of which only 24 were based in West Yorkshire.
- 45% of subcontracted funding was allocated to providers who were also working as prime contractors within West Yorkshire.

Acknowledging the benefits that subcontracting can provide, the Combined Authority wants to drive forward best practice in terms of the management of subcontracted provision and will include the following terms within all Grant Agreements and contracts:

- All subcontracted provision must be declared up front in Annual Delivery Plans, with a clear strategic rationale
- No additional subcontractors can be brought on board during the Academic year without prior approval from the Combined Authority

We seek to minimise management fees and focus funding towards the learners: no fees should exceed 20%.

The Combined Authority will closely monitor subcontracting activity throughout 2021/22 and 2022/23 to identify any subcontracted activity that would be more appropriate to be directly delivered by main providers.

New providers

While we welcome new approaches and may seek to widen the pool of specialist provision, it will be critical for all providers to demonstrate through the procurement process their approach to quality, any judgements made against their provision, their understanding of our Funding Rules and Formula and their capacity to engage with data submissions.

It is pivotal that the whole West Yorkshire delivery network has the capacity and capability to deliver from 01 August 2021. It may be that an arrangement with a Prime provider could support the capacity building and entry into the delivery market in the first instance.

Community Learning

The purpose of Community Learning is to develop the skills, confidence, motivation and resilience of adults of different ages and backgrounds in order to:

- progress towards formal learning or employment
- improve their health and well-being, including mental health
- develop stronger communities

We are committed to outreach into disadvantaged communities and breaking down the barriers adults can face in accessing 'traditional' modes of provision. We will continue to invest in Community Learning through our Grant Providers, and will work with providers to better understand, measure and therefore champion this function within the Adult Education Budget.

DfE's national analysis identifies that a significant proportion of learners cycle around Community Learning programmes without progressing. This is not necessarily a bad thing providing that provision is focused on maximising the potential of the individual, but we need to work closely with providers to understand the intent and impact of their provision, focussing on progression.

We will work with Local Authorities to encourage local collaboration on a district level, where providers and community organisations work together to reduce duplication, cultivate multi-agency approaches based on provider strengths and develop pathways for learner progression.

Career Pathways

For the Adult Education Budget to impact on those furthest from the labour market, we must develop better linkages and pathways of provision for the benefit of learners.

We must increase the focus on learner destination and progression, and ensure all provision is underpinned by strong Information, Advice and Guidance with clear local relevance and live opportunities that have clear line of sight to a job.

Sustained positive destination rates are below the national average in Bradford, Calderdale, Kirklees and Wakefield

Qualification Eligibility

The ESFA's Hub contains details of eligible regulated qualifications, qualification components and non-regulated learning aims.

During 2021/22 and 2022/23, the Combined Authority will closely monitor the appropriateness and relevance of the eligible regulated qualifications, qualification components and non-regulated learning aims, with a view to the possibility of being able to fund provision not currently funded but which would have a strategic and economic benefit to West Yorkshire.

Test Pilots

The recent economic shock is likely to increase the call from our communities on the core functions of AEB, and we therefore anticipate that the majority of funding will be directed towards existing AEB functions: delivering legal entitlements; supporting the unemployed and those within the low wage pilot; and upskilling under-employed and low skilled adults to progress in the workplace.

That said, we are keen to explore flexibilities and new ways of working that could be expanded in future years. We will therefore include an opportunity to test and pilot initially small-scale new methods of delivery. For example, (but not limited to):

- Units and modules of Level 3 or 4, which support progression to higher levels skills in areas with gaps
- Qualifications desired by local employers which are not approved on the Hub
- Flexible delivery models which reflect changing attitudes and modes of learning

Test pilots will need to adapt to changing skills needs. We will not be prescriptive. We are looking to the sector for their expertise, ideas and potential solutions to skills gaps and challenge.

Responsiveness Pot

We need to ensure West Yorkshire's Adult Education budget provision remains agile in the ever changing economic picture and is in a position to quickly respond to shocks and new opportunities that arise. As such, a proportion of funding will be retained for responsive commissioning throughout 2021/22, as determined by the CA/LEPs Employment and Skills Panel. This pot would also have the potential to be used as match funding towards forthcoming government funds and/or utilised as growth funding for successful providers.

Level 2 entitlement for all

More than a quarter of the adult population is qualified below level 2 in West Yorkshire, almost 400,000 people

Level 2 qualifications provide a core basis for employability. To increase productivity in West Yorkshire we need to address the high number of adults who do not hold a level 2 qualification, in order to support them to progress further in the workplace.

The Combined Authority is minded to extend the entitlement for a Level 2 qualification to all ages, however we are conscious that this ambition must be balanced against the wider budget demands.

We are estimating costs and exploring ways and timings for extending this entitlement and will seek further views as part of the consultation on this document (May-June 2020).

Distance Learning

The Combined Authority recognises the value of distance learning for some learners, in that it offers flexibility and accessibility to learning around work and home life. Flexibilities are also important in terms of the pace of study and as such, distance learning has a key role to play in the delivery of adult skills and training that can lead to career advancements, development and attainment. The advantages of this method must be balanced alongside learner needs in terms of support and access to equipment - i.e. digital capabilities and resources.

The Combined Authority will work with providers to understand distance learning implementation in Delivery Plans and their intent, closely monitoring distance learning activity in order to evaluate how it is meeting the strategic and economic needs of West Yorkshire learners and employers.

AEB Priorities and Outcomes

Priority	Objectives	AEB Specific Action	Outcome / Impact	Measures
Increase the supply of skills to support key sectors in West Yorkshire	<ul style="list-style-type: none"> • Increase number of people with basic employability skills (L2 &3) • Increase number of people with higher level skills • Provide skills for key sector – decrease skills shortages 	<ul style="list-style-type: none"> • Provide people with L2 & L3 qualification relevant to employment market • Encourage progression to higher levels skills through good IAG and careers support (progression planning) 	Businesses in WY can access people with the right skills to help their business flourish	<ul style="list-style-type: none"> • Prevalence of skills gaps and shortages • Number of qualifiers by level and subject • Achievement rates by level and subject • Sustained positive destination rates • Pay outcomes • Progression to apprenticeships
Improve West Yorkshire's resilience by developing skills for the future	<ul style="list-style-type: none"> • Skills for climate emergency and changing economy • Boost basic and intermediate Digital Skills to support inclusion and workplace progression • Increase flexible methods of delivery 	<ul style="list-style-type: none"> • Support and widely promote the digital entitlement • Progression routes for digital career pathways • STEM and reskilling to support climate change agenda • Commission pilots with flexible modes • Resilience and career scoping underpins all delivery 	People have the skills needed to adapt to changing economy and business needs	<ul style="list-style-type: none"> • Take-up of digital entitlement • Take-up of skills for green economy and climate emergency • Impact of flexibilities on take-up of provision
Make learning more inclusive to support disadvantaged residents and widen the pool of talent for business	<ul style="list-style-type: none"> • Increase participation and skills levels from disadvantaged 	<ul style="list-style-type: none"> • Continue to support Community Learning, developing the Community Learning 	People can access learning which opens up new opportunities to participate within the economy	<ul style="list-style-type: none"> • Participation in learning by disadvantaged groups

	<p>communities and groups</p> <ul style="list-style-type: none"> • Build confidence of lower skilled learners to engage and progress in learning 	<p>Trust model within Local Authorities</p> <ul style="list-style-type: none"> • Provide foundation skills (employability, resilience, confidence) that support people to progress in society • Encourage the use of the innovation code to develop fit for purpose programmes 	<p>Increased skills available from a larger and more diverse workforce</p>	<ul style="list-style-type: none"> • Participation in Community Learning • Learner perceptions of impact of learning on their confidence, capability • Work with providers to develop progression measures for people remaining in learning
<p>Support the unemployed to gain and sustain employment</p>	<ul style="list-style-type: none"> • Increase participation of people in 'good work' • Connect unemployment support with skills development, working with Jobcentres 	<ul style="list-style-type: none"> • Provide people with English, Maths, and digital skills needed for employment • Commissioning Sector Based Work Academies with clear line of sight to a job • Commission progression focussed employability skills programmes with flexible delivery (locations) to build confidence of participants 	<p>Reduced unemployment and Universal Credit Claimants</p>	<ul style="list-style-type: none"> • Participation of unemployed in AEB-funded provision • Progression from learning into employment • Sustained positive outcome rates for benefit learners
<p>Unlock progression opportunities and career adaptability through skills, particularly for those on low wages and with insecure work</p>	<ul style="list-style-type: none"> • Improve career prospects of residents • Connect people to new job opportunities through increased skills 	<ul style="list-style-type: none"> • Commission in-work training programmes to support progression • Ensure quality IAG 	<p>Reduced number of people in insecure and low-paid work</p>	<ul style="list-style-type: none"> • Participation of low-wage pilot learners in AEB-funded provision • Take-up of provision linked to key sectors

		<ul style="list-style-type: none">• Commission re-training for people in sectors undergoing structural change• Commission programmes which address skills gaps and link to sectors of opportunity within the City Region		<ul style="list-style-type: none">• Evidence of career progression among people in low-paid employment• Sustained positive outcome rates for low-wage and wider employed learners• Pay outcomes
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Review and Evaluation

The AEB Strategy is a component part of West Yorkshire's Strategic Economic Framework and the Employment and Skills Plan. It will be reviewed after 3 years, allowing time for impact to be measured.

In advance of this, the AEB Strategy will have an interim review in Summer 2021 to ensure its priorities and ambitions support the newly elected Mayor's objectives.

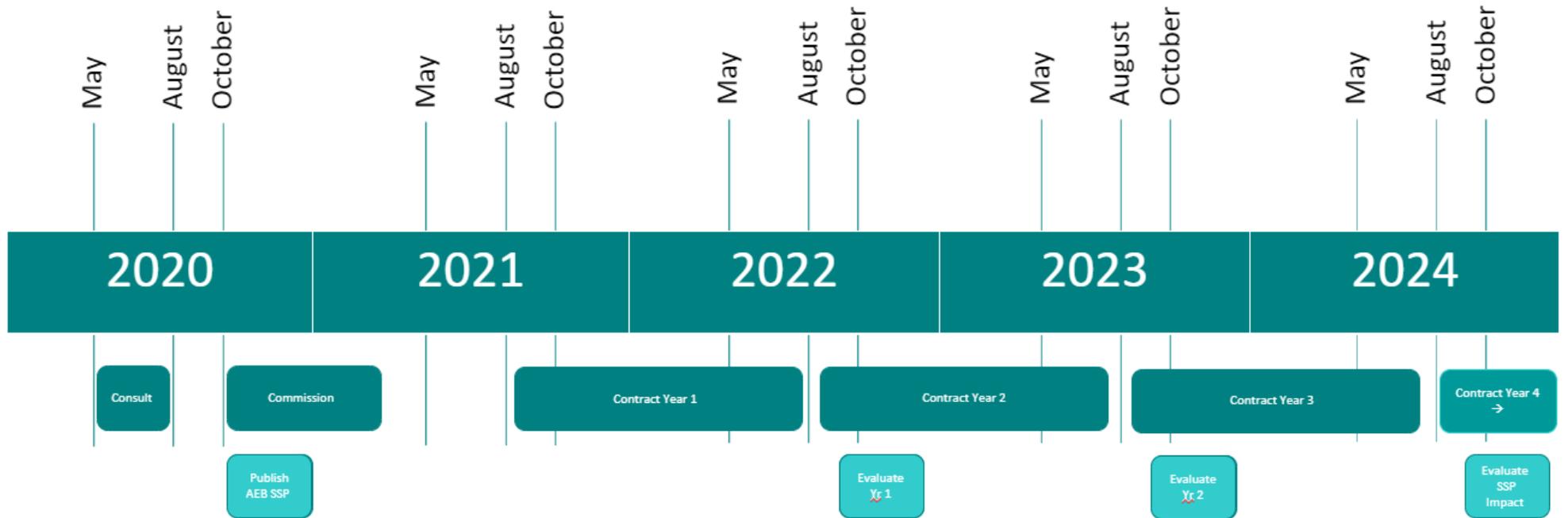
The Employment and Skills Panel (which acts as West Yorkshire's Skills Advisory Panel) will review progress towards delivering the objectives annually, collecting evidence from:

- Data impact measures (these will be baselined from the 19/20 data)
- Analysis of labour market information
- Changes in provider behaviour, including wider skills system delivery
- Case studies of learner and provider success

We will look to undertake independent evaluation of key values and impacts. The annual evaluation process will align with our publication of Labour Market Information data and will feed into Delivery Agreement reviews, ensuring that strategic oversight feeds into those practical performance reviews. Progress reports submitted to the Employment and Skills Panel will be publicly available.

A formal refresh of the AEB Strategy will be undertaken in 2024. This will draw on the progress measures available from three years of delivery. The review will be led by the Employment and Skills Panel and supported by stakeholder and public consultation.

Evaluation and Publication Timeline

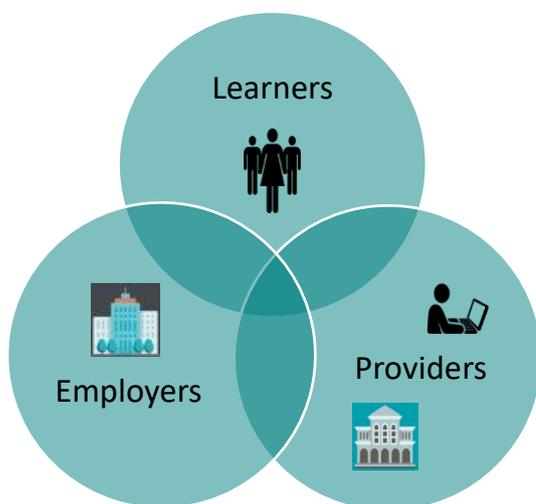


Stakeholder engagement and consultation

Key Stakeholders

The Adult Education Budget and the wider skills system are made up of three key groups of stakeholders:

- **Learners** are the primary beneficiaries of the Adult Education Budget, which exists to develop individual skills and prospects. They need to be able to access training that meets their immediate skills needs and encourages further learning to increase their skills. Training should be underpinned by strong Information, Advice and Guidance which equips adults with the information they need about the local labour market so that they can develop secure, well paid and rewarding careers, choosing the right training programmes for their future.



- **Employers** need access to appropriately skilled people who will drive forward their business. They are the key voice in charting the skills needs within West Yorkshire. Employers have a role in supporting learning within their organisation and in working with training providers to demand and shape their right training programmes. Not only do they need access to people with the right skills at the right time, they need to be able to provide in-work development opportunities to help staff advance to more responsible and better paid roles.

- **Providers** - training providers deliver skills to young people and adults through a range of programmes and funding schemes. We need to ensure that the systems we develop in West Yorkshire reduce bureaucracy and increase their access to local decision making, so that together we can improve the Skills System for the two key customer bases. Providers must be responsive to learner and employer needs in developing and evolving their training programmes, ensuring that the skills provided meet needs now and into the future.

Consultation

This Draft AEB Strategy has been developed with strategic input from the Leeds City Region Enterprise Partnership's Employment and Skills Panel, which includes representatives from Employers, Training Providers and Local Authorities. We would like

to thank the MCAs who have shared their learning, experience and good practice with us, which has helped to shape our approach.

We will consult openly on this Draft AEB Strategy throughout May-June 2021. We have developed a stakeholder map which includes the many Training Providers that operate across West Yorkshire, sector representative bodies, Local Authorities and wider skills sector stakeholders such as Careers services, Jobcentre Plus and Universities. We will consult with those who hold existing grant agreements and contracts for services with the ESFA, along with those who aspire to deliver within the system. We aim to work with stakeholders to review, refine and develop priorities for the Adult Education Budget learning over the short, medium and long term.

We will also hold focus groups with learners and employers, ensuring they are able to shape the service that they receive from the Adult Education Budget.

In July and August 2021 we will review and analyse responses, making the appropriate changes to the AEB Strategy before it is finalised and ratified by the Combined Authority. Assuming the Strategy is ratified in September, the AEB Strategy will be published in October when the commissioning process begins.

Find out more

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Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Transport for the North – COVID 19 Economic Response and Recovery**

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

Author: Liz Hunter

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 Present the Combined Authority with progress on the development of a Transport for the North (TfN) Economic Recovery Plan in response to the COVID-19 crisis.
- 1.2 Seek approval from the Combined Authority on the emerging priorities for the region to be included in that plan.

2. Information

Background

- 2.1 Transport for the North is seeking to write to the Secretary of State for Transport making the case for accelerated transport investment in the North, as a central part of an Economic Recovery Plan (ERP). To do this TfN is drawing upon evidence from work on sequencing the Northern Investment Programme, Long Term Rail Strategy, from the Northern Powerhouse Rail programme and from input into Network Rail and Highways England delivery programmes. Partners also have an opportunity to shape the plan.

- 2.2 The TfN Board on the 11 June agreed that they would consider the following types of interventions as part of the Plan:
- a. Investment in decarbonising transport
 - b. Greater digital connectivity
 - c. Improving the flexible ticketing offer for public transport customers
 - d. Major maintenance programmes, particularly where improving transport reliability and resilience
 - e. Taking forward aspects of the Long-term Rail Strategy hitherto not well advanced by the industry
 - f. Investment to support rail services and recovery from the current crisis
- 2.3 TfN will use a set of criteria to assess whether schemes should be included. This was also considered at the TfN Board on the 11 June and can be found at <https://transportforthenorth.com/wp-content/uploads/Item-5.1-ERP-Appendix-1-Assessment-Framework.pdf> .
- 2.4 TfN proposes to secure sign-off for the final Economic Recovery Plan proposition at the Board meeting on 29 July 2020.

West Yorkshire Priorities

- 2.5 In consultation with partner Council officers, the Combined Authority proposes the following rail schemes to be included in the plan:
- A series of network capacity projects recommended for progression in the short-term being developed by Network Rail as recommended by the Leeds Station and Approaches Continuous Modular Strategic Planning exercise. This includes capacity improvements in and around Leeds station as well as extension of Platform 3 at Bradford Forster Square and reinstatement of Platform 2 at Castleford. Including the project to increase passenger capacity at Leeds station, these works will help to grow the capacity and capability of the rail network across West Yorkshire, including the operation of longer trains on a number of routes, notably on the Woodlesford corridor serving the Five Towns and beyond.
 - Improvements to passenger facilities and accessibility at stations that will be affected by the TransPennine Route Upgrade project, such as Marsden, Slaithwaite, Deighton, Mirfield and Ravensthorpe.
 - Support for further platform extensions being proposed by Northern around West Yorkshire, including at stations on the Wharfedale and Airedale lines to support the operation of longer trains.
 - The new station proposals at Thorpe Park, Leeds Bradford Airport and White Rose
 - The West Yorkshire Rail Park and Ride programme of extensions at station car parks, this includes schemes across West Yorkshire.
 - Access for All schemes currently proposed at Crossgates, Horsforth, Todmorden, Menston, Garforth and Pontefract.
- 2.6 Partner Councils have been asked to submit highway related schemes. These currently include the following schemes in addition to those promoted by Highways England:

- Phase 1 Dawsons Corner Junction & Phase 2 Improvements Stanningley Bypass repairs and safety scheme
- A64 Regent Street flyover major maintenance scheme
- A650 Tong Street
- A6025 Elland – Brighouse landslip repairs
- A6110 Junction Improvements
- A639 Barnsdale Bar to Pontefract reconstruction and maintenance scheme
- M62 Junction 32 improvement for strategic site access and active and public transport measures
- A6120 Outer Ring Road improvements in the North East and North West

2.7 Recognising that TfN is also considering a wider set of priorities as part of the Plan, the Combined Authority also proposes to include and support the following:

- The West Yorkshire Future Mobility Zone proposals
- Funding for fibre installation on the rail network to support station connectivity (including passenger information) and facilitate 5G roll-out in rural areas
- Acceleration of Integrated and Smart Travel initiatives, including the TfN integrated ticketing programme

2.8 The Combined Authority will also make clear the important role of active travel interventions promoted and delivered locally as part of a balanced programme for economic recovery. Promotion of low carbon transport initiatives, such as further rollout of electric vehicle charging are also important in this context.

3. Clean Growth Implications

3.1 We continue to make the case to TfN to follow the Combined Authority's lead in adopting more robust climate targets and to ensure that the carbon impact of schemes is given sufficient weight in the criteria for assessing what is included in their programme.

4. Inclusive Growth Implications

4.1 As part of the developing Inclusive Growth framework, the Combined Authority's transport priorities are informed by inclusive growth considerations. Priorities to support active travel, growth in public transport and integrated ticketing are important ways to improve accessibility and widen access to employment and leisure opportunities.

5. Financial Implications

5.1 The aim is to secure funding for the delivery of the schemes mentioned in this report, so there is currently no new financial implications.

6. Legal Implications

6.1 None arising from the report.

7. Staffing Implications

7.1 None arising from the report.

8. External Consultees

8.1 Engagement with our partner Councils has been undertaken.

9. Recommendations

9.1 That the Combined Authority notes progress on the development of a Transport for the North (TfN) Economic Recovery Plan in response to the COVID-19 crisis and endorses the priorities for this region to be included in that plan.

10. Background Documents

Item 5: Economic Recovery Plan, Transport for the North Board report, 11 June 2020. Available at: <https://transportforthenorth.com/calendar/tfn-board-11-june-2020/>

11. Appendices

None



Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Tackling the Climate Emergency**

Director: Alan Reiss, Policy, Strategy and Communications

Author: Jacqui Warren

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 significant areas of activity being delivered by the West Yorkshire Combined Authority to tackle the Climate Emergency.

2 Information

Tackling the Climate Emergency: Background

- 2.1 The Combined Authority approved the Leeds City Region Energy Strategy and Delivery Plan (ESDP) in December 2018. It aims to dramatically reduce the City Region’s carbon emissions. It is very challenging and will require coordinated action by local government, industry, business and people of all ages, and needs to be supported by significant funding and resources.
- 2.2 In line with most of the region’s local authorities, the Combined Authority declared a climate emergency (27 June 2019) and, using a science-based approach, in consultation with partners, strengthened the City Region’s ambition to become net-zero carbon by 2038, with significant progress made by 2030. It is proposed that we update the ESDP to create a **Climate Emergency Strategy and Delivery Plan**, incorporating the existing work of the ESDP but also reflecting this new target and additional work required to

meet it. This refreshed strategy will act as the delivery mechanism to address the City Region's climate emergency

New Emission Reduction Pathways

- 2.3 Meeting this new target and challenge requires urgent collective action from across all sectors. This must be supported by a robust evidence base to ensure we can make significant progress towards achieving net-zero carbon.
- 2.4 To determine how to meet the 2038 target, the Combined Authority has commissioned a study to identify potential carbon emission reduction pathways. This will highlight the contribution different sectors need to make and the interventions that need to be implemented if the net zero target is to be achieved.
- 2.5 The study will:
- Task 1 - develop emission reduction pathways for the power, buildings, industry, transport, and land-use, land-use change and forestry (LULUCF) sectors that enable Leeds City Region to meet their respective emission reduction.
 - Task 2 - Produce a fully costed implementation roadmap for the Leeds City Region and North and West Yorkshire based on the outputs of Task 1.
 - Task 3 - Produce policy recommendations and an action plan for Leeds City Region that will deliver the activity identified in the roadmap.
- 2.6 Task 1 is nearing completion. The emerging results will be shared widely as task 2 commences. This task will demonstrate to stakeholders how challenging achieving the target under any possible decarbonisation pathway will be and will test the appetite of stakeholders to start to collectively work on a range of common actions that appear in all decarbonisation pathways. The current situation relating to COVID 19 is having a significant impact on plans to engage and consult with stakeholders on the findings of this work. The planned work and emerging results will now be tested with partners from July – December 2020. This is later than envisaged prior to the COVID-19 outbreak. The revised stakeholder engagement plans include:
- Various sector specific stakeholder surveys and webinars (similar)
 - Public consultation exercise
 - All LEP panels will also receive a paper on how they can start to consider tackling the climate emergency and consider using the findings of the pathways work to inform policy recommendations and the action plan.
- 2.7 It is proposed that over the summer and autumn the finalised preferred pathway, or more likely prioritised actions (as a preferred pathway may not be identified at this stage) policy recommendation and Climate Emergency Delivery Plan are finalised with stakeholders. A paper outlining the options for endorsement by the Combined Authority will come forward early in 2021.

Other Tackling the Climate Emergency updates

2.8 A summary of the other major projects led by the Combined Authority and supporting the West Yorkshire region and its partners to tackle the climate emergency are outlined below (this is not an exhaustive list):

- **Leeds City Region Energy Strategy and Delivery Plan**
There are 39 projects within the Delivery Plan, 20 are underway or completed, the rest are on hold, pending the results of the pathways work above.
- **Leeds City Region Energy Accelerator**
The Energy Accelerator is a team of expert advisors that are supporting the development of low carbon projects. The Accelerator has been operating for 18 months and is on track to exceed its interim targets. 14 low carbon projects are receiving support, mainly West Yorkshire Local Authorities, including energy efficiency retrofit projects, district heat projects and street lighting projects.
- **Better Homes Yorkshire**
Various Council's within West Yorkshire continue to deliver locally led energy efficiency and fuel poverty programmes including Warm Homes Funded projects.
- **The North East, Yorkshire and Humber (NEYH) Energy Hub**
NEYH Energy Hub, led by the West Yorkshire Combined Authority, is supporting the Scaling Up Northern Retrofit project. The purpose of the project is to develop new energy efficiency retrofit programmes in our homes, including better data on the NEYH regions' housing stock and ways to improve levels of energy efficiency. This work aims to create a detailed pipeline of projects for improving domestic energy efficiency and thermal performance in-line with regional or national targets. Over nine billion pounds was committed for improving energy efficiency in buildings in the Conservative manifesto prior to the December 2019 general election. This work will allow the region's local authorities and combined authorities to be ready with a pipeline of projects to bid for this funding, expected in 2021 onwards.
- **REF**
The Resource Efficiency Fund (REF) closed on 31 December 2019. It offered free expert advice and business support to 285 small and medium sized enterprises (SMEs) to help them to implement energy and water efficiency and waste reduction measures. An estimated 2,422 tCO₂ savings per annum (over 7.6 million kWh of energy savings) have been made through grant supported improvements, with estimated savings to the businesses of £663,241 per annum. The evaluation of the programme estimated that it delivered £5.34 in net GVA for every £1 of expenditure, providing "excellent value for money". RE-Biz is a new programme that started on 1 January 2020, that will build on and enhance the current Resource Efficiency Fund delivered by the Combined Authority.

- **West Yorkshire Combined Authority – Tackling the Climate Emergency Action Plan**

In addition to this city-region / West Yorkshire work, the Combined Authority developed a new corporate approach to embedding clean growth and tackling the climate emergency in September 2019. Work is now ongoing to deliver the Action Plan. One early action taken was to strengthen decision making. The Combined Authority is currently procuring consultancy support to develop a strengthened, robust, quantifiable methodology for assessing all new schemes predicted carbon emissions. This will include a review of all existing Combined Authority capital schemes and additional resources to support the development and implementation of the new quantifiable assessments. This work is due to start imminently and will be completed by March 2021, including the development of a new robust carbon assessment for all capital schemes and training for officers across West Yorkshire to use it.

COVID 19

2.9 When considering how to stimulate our economy, and once the pandemic is brought under control, efforts to safeguard economic stability can be supported by a range of green stimuli that will help also protect the environment and tackle the Climate Emergency. They have a strong role to play in boosting jobs and economic growth while also supporting and enabling an inclusive, healthy, clean and resilient transition. Work is being fed into the West Yorkshire Economic Recovery Board on this and includes themes such as capitalising on green behaviours seen during lockdown, accelerating / reprioritising clean physical infrastructure such as domestic energy efficiency programmes and clean energy generation, new training and skills programmes, green business support and avoiding incentivising carbon intensive practices

2.10 In light of COVID-19 a high-level delivery risk assessment has been carried on the operational schemes above. As seen below, some delays are already being experienced. All schemes are being regularly monitored for delivery impacts.

Scheme	Description	Risk RAG
Tackling the Climate Emergency – Emission Reduction Pathways (ERP)	Task 2 and 3 are being revised to ensure some level of stakeholder engagement and consultation can take place.	Delayed
ESDP	This is to be refreshed but is dependent on the completion of ERP	Delayed

Energy Accelerator	Project Sponsors have indicated the risk of delays and potential slippage due to restricted access to restrictions on site visits. At the same time, potential Project Sponsors are exhibiting caution when deciding on committing budget to capital investments.	Delayed
Better Homes Yorkshire	No access to homes for surveys and works to be carried out. All works paused.	Delayed
RE-BIZ	No access to sites to carry out audits. Also hard to engage with businesses at the moment.	Delayed
Delivery RAG risk rating - On track – Green, Delayed – Amber, Cancelled - Red		

3. Clean Growth Implications

- 3.1 The work outlined in this report is vital to ensuring that West Yorkshire understands how it can create clean growth by decarbonising key sectors by 2038, with significant progress by 2030. It will create a roadmap and action plan for the city region to work towards and will allow the Leeds City Region Climate Coalition to be built to ensure rapid delivery.

4. Inclusive Growth Implications

- 4.1 There are no inclusive growth implications directly arising from this report. A 'just' transition will be required as the ERP work enters the policy recommendation and action planning stages.

5. Financial Implications

- 5.1 Given the scale of the projects identified in the ESDP, and scale of the challenge to be outlined in the results of the emissions reduction pathways study, there will be significant financial implications for the Combined Authority

and stakeholders/partners. Exploring and securing funding will form a large part of the work the LCR Climate Coalition being developed.

- 5.2 This work will also need to be reviewed and prioritised considering COVID-19 and the economic recovery plans that are being developed.

6. Legal Implications

- 6.1 There are no legal implications directly arising from this report. A Just transition will need to play a significant role as we move into task 2 and 3,

7. Staffing Implications

- 7.1 Given the scale of the projects identified in the ESDP, and scale of the challenge to be outlined in the results of the emissions reduction pathways study, there will be significant resourcing implications for the Combined Authority and stakeholders/partners. Exploring and securing resources to deliver the work required will be a key task of the Leeds City Region Climate Coalition that will be developed this year.

8. External Consultees

- 8.1 Green Economy Panel.

9. Recommendations

- 9.1 That the Board notes the progress being made to tackle the Climate Emergency.

10. Background Documents

- 10.1 None

11. Appendices

- 11.1 None



Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Governance Arrangements**

Director: Angela Taylor, Director, Corporate Services

Author: Julie Haigh and Angie Shearon

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 confirm the continuation of governance arrangements for the Combined Authority for the new municipal year 2020-21, further to the cancellation of the annual meeting for 2020 due to the COVID-19 pandemic.
- 1.2 To appoint private sector representatives to the Combined Authority advisory committees (panels).

2. Information

- 2.1 In view of the ongoing COVID-19 pandemic, recognising the difficulties faced in holding meetings, resourcing and adapting to new ways of working during the pandemic, regulations were issued under the Coronavirus Act 2020 to provide as much flexibility as possible to local authorities (including combined authorities) in organising their meetings.
- 2.2 The regulations disapply the requirement to hold an annual meeting. Further to and consistent with the approach taken by partner councils, the Combined Authority's annual meeting was cancelled.

Municipal Year

- 2.3 The municipal year runs from one annual meeting to the next. Given that the annual meeting in 2020 has been cancelled, for administrative reasons and the avoidance of doubt, the Combined Authority is asked to confirm that the new municipal year 2020-21 will start from the meeting on 25 June 2020.

Continuation of governance arrangements

- 2.4 The regulations provide for appointments made at an annual meeting to be continued until the next annual meeting, or until such time as the authority determines. This report seeks confirmation that all aspects of the Combined Authority's current governance arrangements (including appointments) will continue into the new municipal year 2020-21 as set out below:

Appointments and voting rights

- 2.5 It is understood that no changes are proposed to the membership and substitute membership of the Combined Authority, to the membership of any committee of the Combined Authority (including any advisory panel), to current chairing arrangements, nor to appointments to outside bodies. In the absence of any changes being approved, these arrangements will by law automatically continue into the new municipal year.
- 2.6 It is proposed that in the new municipal year the following continue to exercise any voting rights granted to them for the municipal year 2019-20:
- the member of the Combined Authority appointed by the City of York Council, the LEP Member (and their substitutes), and
 - any member (including a co-optee) of a committee (including any advisory panel).

Governance arrangements

- 2.7 In the absence of any changes being approved, the appointment of current committees will continue for the new municipal year, on the same terms of reference. It is proposed that the Combined Authority resolves that the Combined Authority's current governance documents including standing orders and related documentation, Codes of Conduct and related procedures and protocols, the Members' Allowances Scheme and the officer delegation scheme are adopted for the municipal year 2020-21. The Head of Legal and Governance Services may make any minor amendments to these documents necessary for updating purposes under the exercise of her delegated authority.

Appointment of Independent Persons

- 2.8 The Combined Authority is required to have Independent Persons available to act in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct. The existing appointments, Ian Brown and Carolyn Lord, have confirmed their continuing eligibility to be

Independent Persons for 2020/21. For the avoidance of doubt, it is proposed that both are now appointed for the 2020/21 municipal year on the current terms, with the appointments to be reviewed for the 2021/22 municipal year.

Advisory panels

- 2.9 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.
- 2.10 However a number of individuals were unable to meet with the Appointment Panels during this time due to presenting with COVID-19 symptoms. Their discussions with the Appointment Panels therefore did not take place until after the Combined Authority meeting in April, which prevented their proposed appointments being considered at that time.
- 2.11 Therefore these **further proposed private sector representative appointments** to the advisory panels, following nominations made by the LEP Board at their meeting on 10 June, are set out in **Appendix 1**.
- 2.12 In addition, a panel member's term of office is coming to an end imminently, and it is proposed that their term be extended as a reflection of the valuable contribution they make to the work of the advisory panels and the LEP as a whole.
- 2.13 This recommendation is in accordance and consistent with paragraph 4.15 of the LEP Constitution, whereby the term of office for each private sector representative appointed will normally be for three years, with an optional extension of three years. This is also set out in **Appendix 1**.
- 2.14 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.
- 2.15 The public sector membership of Panels will remain unchanged, subject to any further decisions by the Combined Authority, 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.

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 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, were issued on 4 April, and incorporated into the Combined Authority's governance arrangements by interim standing orders.

6.2 By law, appointments will continue in the absence of an annual meeting, but these may be changed by resolution of the Combined Authority at any time during the municipal year 2020-21.

6.3 The Head of Legal and Governance Services has delegated authority under the officer delegation scheme to confirm any appointment in accordance with a nomination by the relevant partner council, to fill any vacancy for a co-opted local authority representative arising on any committee of the Combined Authority, provided this doesn't impact on political balance.

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 that the municipal year 2020-21 will start on 25 June 2020.

9.2 That the Combined Authority notes that by law, in the absence of an annual meeting, committee arrangements, appointments of members to the Combined Authority, its committees and of chairs will continue for the new municipal year, subject to any changes to be approved before the annual meeting in 2021.

9.3 That the Combined Authority resolves that for the municipal year 2020-21, the following may continue to exercise any voting rights granted to them for the municipal year 2019-20:

- the member of the Combined Authority appointed by the City of York Council, the LEP Member (and their substitutes), and
- any member (including a co-optee) of a committee (including any advisory panel).

- 9.4 That the Combined Authority's current **governance documents** including standing orders and related documentation, Codes of Conduct and related procedures and protocols, the Members' Allowances Scheme and the officer delegation scheme will be adopted for the municipal year 2020-21.
- 9.5 That the Combined Authority resolves that Ian Brown and Carolyn Lord continue as **Independent Persons** in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct on the existing terms for remuneration, until the Combined Authority's annual meeting in 2021.
- 9.6 That the Combined Authority resolves to approve the recommendations in relation to private sector representatives of the advisory panels as set out in **Appendix 1**.

10. Background Documents

- 10.1 None.

11. Appendices

Appendix 1 – Private Sector representatives on advisory panels

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Private Sector representatives on advisory panels (as at June 2020):

Panel	Private Sector Representative	Organisation	Sector	Current term of Office	Recommendation:
Business Innovation and Growth Panel	Andrew Wright (Chair)	Hainsworth Ltd	Manufacturing	30 April 2023	
	Martin Booth	Witt UK Gp	Manufacturing	31 December 2023	
	Will Roebuck	eRadar	Urban/rural digital	14 December 2020	
	Mike Danby	Advanced Supply Chain	Distribution	31 December 2020	
	Philip Wilson	Slipstream Design	Digital	31 December 2020	
	Simon Wright	Yorkshire Bank	Financial Services	31 December 2020	
	Richard Paxman	Paxman Coolers Ltd	Manufacturing	30 April 2023 (with a further 3 year option)	
	David Sidlow	BorgWarner Ltd	Manufacturing	30 April 2023 (with a further 3 year option)	
	Andy Peterson	Communis	Digital Comms solutions	30 April 2023 (with a further 3 year option)	
	Amir Hussain	Yeme Architects	Creative	14 December 2017 (with a further 3 year option)	To endorse his membership of the panel and to extend the term of office to 30 June 2023
Stephen Barker	Tarmac	Construction	N/A	To nominate to the panel for a term of office to 30 June 2023 (with a further 3 year option)	

Private Sector representatives on advisory panels (as at June 2020):

Panel	Private Sector Representative	Organisation	Sector	Current term of Office	Recommendation
188 Employment and Skills Panel	Rashik Parmar (Chair)	IBM Academy of Technology	Digital	30 April 2022	
	Martin Booth	Witt Group Uk	Manufacturing	31 December 2023	
	Glynn Robinson	BJSS	Digital	31 December 2020	
	Simon Barratt	Barog Games Lab	Digital	31 December 2020	
	Mark Cowgill	Exa Networks	Digital	30 April 2023 (with a further 3 year option)	
	Orlagh Hunt	Yorkshire Building Society	Financial services	30 April 2023 (with a further 3 year option)	
	Richard Mason	Burberry	Manufacturing & retail	30 April 2023 (with a further 3 year option)	
	Liz Needleman	BT	Communications & digital	30 April 2023 (with a further 3 year option)	
	Amanda Stainton	Portakabin Ltd	Manufacturing	31 May 2023	
Claire Paxman	Paxman Coolers Ltd	Manufacturing	N/A	To nominate to the panel for a term of office to 30 June 2023 (with a further 3 year option)	

Private Sector representatives on advisory panels (as at June 2020):

Panel	Private Sector Representative	Organisation	Sector	Current term of Office	Recommendation
189 Green Economy Panel	Simon Pringle (Chair)	Project Rome	Commercial strategy/innovation	30 April 2023	
	Bill Firth	emr group	Infrastructure/energy	31 December 2020	
	Natasha Luther-Jones	DLA Piper	Legal	31 December 2020	
	Alice Owen	University of Leeds	Higher Education	31 December 2020	
	Richard Goodfellow	Addleshaw Goddard	Legal	30 April 2023 (with a further 3 year option)	
	Ben Tongue	NHS Digital	Health/Digital	30 April 2023 (with a further 3 year option)	
	Leah Stuart	Civic Engineers	Engineering	30 April 2023 (with a further 3 year option)	
Inclusive Growth and Public Policy Panel	Kate Hainsworth	Leeds Community Foundation	Third Sector	30 April 2023 (with a further 3 year option)	
	Claire Harrison	Care Quality Commission	Digital / Health & Social Care	30 April 2023 (with a further 3 year option)	
	Sam Keighley	Yorkshire Sport Foundation	Culture	30 April 2023 (with a further 3 year option)	

Private Sector representatives on advisory panels (as at June 2020):

Panel	Private Sector Representative	Organisation	Sector	Current term of Office	Recommendation
Inclusive Growth and Public Policy Panel	Karl Oxford	African & Caribbean Business Ventures Ltd	Third Sector	30 April 2023 (with a further 3 year option)	
Place Panel	Andrew Latchmore	Shulmans	Legal/ Professional services	14 December 2023	
	Amir Hussain	Yeme Architects	Creative	14 December 2020	To endorse his membership of the panel and to extend the term of office to 30 June 2023
Business Investment Panel 190	Simon Wright	Yorkshire Bank	Financial Services	31 December 2020	
	Michael Allen	NatWest	Financial Services	3 January 2021	
	Jonathan King	Medusa Holdings Ltd	Manufacturing	3 January 2021	
	Marcus Mills	Principle Global	Digital	3 January 2021	
	Gareth Yates	Ward Hadaway	Professional Services	3 January 2021	
	Colin Glass	WGN	Professional Services	26 September 2021	



Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Corporate planning and performance**

Director: Angela Taylor, Director, Corporate Services

Author(s): Louise Porter and Jon Sheard

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:	N/A

1. Purpose of this report

- 1.1 To note the final position on corporate performance including progress against the 2019/20 corporate plan priorities, risk management and budget position and seek comment on these matters.

2. Information

Corporate Plan 2019/20

- 2.1 The 2019/20 Corporate Plan sets out the vision and objectives for the organisation and the practical steps for how these will be progressed during the year. The plan is structured around the four overarching strategic objectives of boosting productivity, enabling inclusive growth, delivering 21st Century transport and supporting clean growth.
- 2.2 In order to measure the organisation's specific contribution to meeting these four corporate objectives, a set of key performance indicators have been routinely monitored throughout the 2019/20 financial year. A summary of progress against these indicators is provided in **Appendix 1** as part of the wider corporate performance snapshot. This does not yet provide a full

2019/20 year end picture due to the time lag associated with collection of some year-end data.

- 2.3 The analysis of performance against objectives to date reflects a positive position overall. Most of the indicators are assessed as green, indicating objectives supporting the strategic aims and themes for the region have been achieved.

Corporate risk update

- 2.4 In line with the provisions of the corporate risk management strategy, regular review of the key strategic risks affecting the organisation continues to be undertaken and the corporate risk register updated accordingly.
- 2.5 A summary of the headline strategic risks is included at **Appendix 1** to this report. The key change since the last reporting period is the inclusion of three overarching corporate risks concerning the impacts of the COVID-19 pandemic. These relate to the financial impacts of the pandemic, the ongoing ability to deliver as intended against key corporate objectives and the delivery of frontline and business as usual services.
- 2.6 These overarching risks are supplemented by detailed operational risks which are being managed through the Combined Authority's Gold command incident response structure, which is coordinating the response to, and recovery from, the Covid-19 pandemic.

Revenue budget position 2019/20

- 2.7 The year had started with a deficit budget of £1.2 million, with reported forecasts during the year identifying that savings would accrue. The reforecasted budget approved in February 2020 (based on December actuals) set out an estimated £0.4 million surplus by the end of the year which meant a forecast general reserve of approximately £7 million as at the end of the financial year. It was expected that this level of general reserves would be required to help manage emerging pressures including Brexit, work on bus options following the announcement of the proposed sale of First Group's bus operations and 'cliff edge' funding for a range of projects and some of the initial costs of transitioning to a mayoral combined authority.
- 2.8 The final outturn (unaudited) for 2019/20 is a £1.3 million surplus which is an additional £0.9 million and puts the general reserves at approximately £8 million. The improved year end position is mainly attributable to the additional interest earned on short term investments due to the delays in the grant funded capital programme (£0.9 million), savings in bus operator payments (£0.2 million), savings across all supplies and services (£0.4 million) and these offset by reduced income compared to that previously forecast (£0.5 million). The final (unaudited) revenue budget position for 2019/20 is attached at **Appendix 2**.
- 2.9 The COVID-19 pandemic is impacting on the revenue and capital budgets in 2020/21 and work is underway to consider whether an element of the general

reserves will be needed to meet some of the funding gap, and what other actions are required to address the emerging funding gap.

Annual Accounts 2019/20

- 2.10 Draft annual accounts have been produced in line with the agreed timetable and have been published on 5 June 2020. The intention is to have the final audited accounts approved on 30 July 2020 by the Governance and Audit Committee. This is in line with the original timescales agreed by the Combined Authority with its external auditors.

Business planning and budget 2020/21

- 2.11 The Combined Authority approved the 2020/21 budget and accompanying business plans for the organisation at their meeting of 6 February 2020. This sets out the detailed objectives to be delivered by the Combined Authority and the LEP over the next financial year.
- 2.12 Since these business plans were produced the final West Yorkshire devolution deal has been announced and the full extent of the Covid-19 pandemic has also become much clearer. As such each Directorate is continuing to review their 2020/21 business priorities to take account of any significant changes that will be required during the current year as a result of the Covid-19 pandemic and to better reflect the scope of the work required to become MCA-ready. An update on the findings of this work will be brought to the July meeting of the Combined Authority.

3. Clean Growth Implications

- 3.1 The proposed business plan and budget for 2020/21 will include actions and costs related to delivering against the corporate priority of clean growth, now renamed as tackling the climate emergency.

4. Inclusive Growth Implications

- 4.1 The corporate plan sets out further details regarding the organisation's approach to enabling inclusive growth.

5. Financial Implications

- 5.1 The financial implications are covered in the body of the report and at the supporting appendices.

6. Legal Implications

- 6.1 There are no legal implications directly arising from 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 notes and provides comment on the information on corporate performance.

10. Background Documents

10.1 None.

11. Appendices

Appendix 1 – Corporate Performance Snapshot Report
Appendix 2 – Budget monitoring 2019/20

Corporate Risk Update

Combined Authority risk appetite levels

	Low ↔ High Appetite					
	1	2	3	4	5	
Legal Compliance and Regulation	1					This is something for which the Combined Authority has no appetite for and expects minimal exposure to risk. Where it relates to a service which must be provided, significant controls must be in place.
Safety and Security	1					
Finance and Resources		2				There is a preference for what are deemed to be 'safe' options where there is a reduced degree of risk. Good controls are expected to be in place where risk remains.
Reputational		2				
Environmental		2				
Service Delivery and Operational			3			The Combined Authority accepts a level of risk may remain in the delivery of services in pursuit of our corporate priorities. The chosen option must present a healthy level of reward in relation to the risk faced.
Transformational Change				4		This is an area in which the Combined Authority has an increased appetite for risk. More uncertainty can be tolerated in seeking opportunities for improvement, commercialisation or innovation.
Development and Regeneration				4		

Corporate risk summary

		Probability	Impact	Mitigation summary	
Very high 	CRR - SD1	<p>There is a risk that we fail to fully deliver projects and programmes (i.e. Growth Deal) within timescales or budget, or with the anticipated level of benefits, due to over-optimistic profiles, capacity within District partners and recruitment and retention challenges.</p>	Possible 3	Critical 5	<ul style="list-style-type: none"> • Significant monitoring and controls in place through PMO • Continuing support through 'District Pool' project resource • Call for projects to ensure healthy pipeline of projects/ programmes • Ongoing Review of WY+TF portfolio with Chief Highways Officers
	CRR - SD2	<p>There is a risk that there are challenges and disruption to the way in which the Combined Authority provides services and the resources available to deliver those, due to uncertainty surrounding the UK's future relationship with the EU.</p>	Possible 3	Critical 5	<ul style="list-style-type: none"> • Brexit working group in place with Director representation and links to West Yorkshire Resilience Forum • Ongoing liaison with Bus Operators for reassurance on preparation for fuel or labour shortages • Communications and media campaign has increased to focus on effective signposting and support • Monitoring of legislative developments • Additional grant funding available to support local businesses • Secured additional resources, and refocussed existing ones, to support more businesses to prepare for Brexit and to gain a better understanding of impacts/opportunities on the economy. • Identifying any projects which may be vulnerable to shortages in skilled labour or supply chain disruption
	CRR - SD5	<p>There is a risk that there will be a major impact on achievement of organisational objectives and/or a need to reconsider objectives and divert resources, due to a major unanticipated change in national policy (Brexit; major change in govt policy).</p>	Possible 3	Critical 5	<ul style="list-style-type: none"> • Continued dialogue with Government • Policy and Strategy directorate continuing to monitor emerging national trends • Continued work with local LEPs and Combined Authorities
	CRR - SD6	<p>There is a risk that key corporate objectives cannot be met due to the long term impacts of the COVID-19 pandemic on the regional economy and on travel habits.</p>	Possible 3	Critical 5	<ul style="list-style-type: none"> • Research and Intelligence team modelling potential impacts and long term scenarios • Working closely with partners and representative groups to identify possible long term impacts and develop joint responses • Updating business plans to identify key areas for re-prioritisation
	CRR - FR3	<p>There is a risk that the medium to long term financial health of the Combined Authority will be adversely affected due to the financial impacts of the COVID-19 pandemic</p>	Possible 3	Critical 5	<ul style="list-style-type: none"> • Financial scenario undertaken and being continually updated • Continued liaison with Government to understand funding opportunities • Budget Working Group meeting to oversee response

		Probability	Impact	Mitigation summary
CRR-DR1	There is a risk that a major contractor/supplier/recipient of Combined Authority funding encounters significant financial difficulties, or enters administration or liquidation, and are therefore unable to deliver agreed projects, due to current uncertainties within the construction industry.	Possible 3	Serious 4	<ul style="list-style-type: none"> Contractual KPIs & penalty clauses Agreed escalation routes in contracts Ability to de-scope via change requests with partner buy-in Embed security measures into as many contracts as possible e.g. bond, legal charge, priority in lending hierarchy Regular financial checks in place through Procurement & contract/loan monitoring External consultants procured to advise on future investment strategy/due diligence processes for more commercial deals
CRR-FR2	There is a risk that there is insufficient floorspace to generate projected business rates income, due to challenges in bringing forward Enterprise Zone sites within Growth Deal funding and occupier incentive timescales.	Possible 3	Serious 4	<ul style="list-style-type: none"> Progress policy gap workstreams in parallel with Delivery Progress detailed due diligence & potential funding/overage agreement negotiations Identify other potential land/property income streams for GD monies
CRR-SS1	There is a risk that a major accident or injury occurs at a Combined Authority facility, due to the high volume of people and inherent operational risks present in a bus station, transport interchange or Combined Authority facility.	Unlikely 2	Critical 5	<ul style="list-style-type: none"> Health and safety policies, procedures and processes in place Staff training Ongoing review of Health and Safety risks Working with district emergency planning units to share knowledge and develop joint plans Continued working with police on preventative measures Business Continuity and Disaster Management workshops taking place at corporate level
CRR-DR2	There is a risk that significant travel disruption arises from the implementation of major transport investment programmes, due to their intrusive nature, and a lack of effective communication or co-ordination.	Possible 3	Serious 4	<ul style="list-style-type: none"> Close working with programme sponsors on phasing out of construction Mitigating travel arrangements Creation of a 'travel demand management plan' to inform and influence travel behaviours Economic analysis taking place to further assess current situations and potential future risks
CRR-SD3	There is a risk that there is a substantial reduction or alternation of services to customers, due to the business failure, sale, or substantial change in bus/rail providers.	Possible 3	Serious 4	<ul style="list-style-type: none"> Close relationships with operators to obtain early warnings Dialogue with DFT, TFN Work commissioned and in progress to consider future bus options
CRR-SD7	There is a risk that frontline services and business as usual activities cannot be adequately provided due to staffing	Possible 3	Serious 4	<ul style="list-style-type: none"> Staffing levels being monitored and individual circumstances being regularly reviewed Additional staff trained and redeployed into frontline positions Productivity being actively monitored

	availability issues as a result of the Covid pandemic			
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West Yorkshire Combined Authority Corporate Plan 2019/20: Results for April 2019 - March 2020			
Corporate Plan Commitment (We will)	Target	Apr 2019 - March 2020 YTTD results	Notes
Corporate Plan Key Performance Indicators			
Invest in services and projects worth £398 million to benefit local people and the economy	£398,000,000	Forecast: £289.1m	The underspend against our 2019/20 gross expenditure budget arose from the slower progress, than originally anticipated, in our investment programmes for transport infrastructure. This became evident during the year and led to a full review of the programme with our partner councils and resulted in a rebasing of transport projects from 2020/21 onwards
Support 3,000+ businesses	3000+	3301	
Invest £105 million of Growth Deal funding in major infrastructure schemes	£105,000,000	Forecast: £81.56m	Forecast spend for the year is now £81.56m, whilst this is below target for the year, funding will not be lost. Mitigating actions have been introduced to ensure spend in 2020/2021.
Enable 20 million passenger journeys per year	20,000,000		On track to deliver 15% of all social necessary journeys, which last year equated to 20 million passenger journeys. Awaiting YTD figures up to early March 2020, prior to Government lockdown response to COVID19.
Support 18,000 disadvantaged students	18,000	18,606	Final target achieved. Although this figure has been impacted with schools and colleges closing. The number of cancelled sessions would have added an additional 1000+.
Complete projects to warm 750 homes and make them more energy efficient	750	1041	Projects are continuing to progress well, with the majority of properties improved funded through Warm Homes or Energy Company Obligation.
Boosting productivity			
Support businesses in the City Region through the Brexit process and help them to manage the opportunities and challenges it may present	Ongoing throughout 2019/20		Action plan in place and some new/updated products and services have been developed, including the recruitment of additional Growth Managers to engage with SME business base into 2020/2021
Support 3,025 businesses in our region to grow and become more productive (with 1,035 receiving intensive support)	3025 (1,035)	3301 (1393)	
Develop 5 new business support programmes to respond to the changing economy and business needs, including a scheme to support 60 firms to secure new investment	5	5	Three programmes in delivery focussed on business resilience, investment readiness and resource efficiency, with funding confirmed for two others focussed on innovation and strategic business planning.
Help 350 businesses to increase their overseas export activity	350	266	Given that there have been some significant international events this year that have impacted on our international activities, particularly the uncertainty caused by UKs exit from the EU and the protests in Hong Kong, it is not surprising that the figures for this KPI are slightly lower than expected. That said, the number of referrals made to other agencies including DIT, which are captured as part of this KPI are broadly in line with last year. We have not however seen the uplift that we had anticipated.
Maximise the opportunities created by Channel 4's HQ relocation by securing additional investment in the creative and digital sectors	Ongoing throughout 2019/20		We won the CIPR regional award for 'Outstanding contribution to the region' for the the spark Channel 4 campaign. #Grow created to support digital businesses with an existing presence in the Leeds City Region who are growing and creating new jobs, was launched at Halifax Digital Festival in September. This compliments the existing #Welcome, which supports digital businesses moving into the City Region. 19 campaigns met or exceeded their targets and objectives, but particular note should be given to the Transforming lives with Tech campaigns
Attract global investors to the region creating 1,700 jobs	1,700	1237	Reduction in project successes. FDI levels into the UK are 14% lower and business investment decisions are down due to broad uncertainty (There are less category A project enquiries)
Continue to deliver development projects for our Enterprise Zones	Ongoing throughout 2019/20	Ongoing	Works continue on site at Gain Lane, some small delays initially due to poor weather in early 2020, and now COVID19 supply chain issues. Works have started at South Kirkby (2.2.20) and an independent Monitoring Surveyor has been appointed to provide independent assessment of progress and claims submitted against eligible works. The CA are finalising heads of terms to acquire the freehold interest of the EZ in Langthwaite. This will allow for the public sector to take control of this site to ensure early de-risking and enabling works can be delivered directly with the available growth deal funding. Following the approval of further development funding at CBC, & working in partnership with Bradford Council, the CA have appointed a contractor to work alongside the public sector to deliver enabling works and a new highway/access point at Pary Lane EZ. Detailed designs and cost plans are being developed, an FBC+ is due to be submitted in July 2020 with (subject to approvals) works on site due to commence in summer 2020.
Enabling inclusive growth			
Embed inclusive growth principles in our business support programmes, including ensuring 75 per cent of jobs created in businesses receiving grants through our capital grants programme pay the Real Living Wage or above	75%	76%	
Develop an Inclusive Growth Strategic Framework for the City Region	By the end of 2019/20		Local Industrial Strategy (LIS) evidence-building, position development and consultation/engagement is complete. The draft has been revisited to reflect the confirmed geography and will also include commitments made as part of the devolution deal. Submission was originally delayed following delays in confirming geography, and EU Exit and Devolution impacting ability to engage with government on planned timescales. Submission now planned for summer 2020, but likely to be delayed again as government reviews economic strategy in the light of COVID19. SEF in development and will reflect devolution priorities, in tandem with LIS.
Deliver an enhanced model of employability, enterprise and careers education to disadvantaged young people	18,000	18,606	
Enable 1,000 businesses to engage with education and skills initiatives, with 800 supported to offer apprenticeships	1,000	1,350 (467)	The total business engagement annual target has been achieved. Four final AGE grants were awarded this month; the programme is now closed. The current flux in apprenticeship policy continues to make an impact in Q4 and Covid19 will have additional implications over the coming months and therefore impact on achievement of this KPI.
Connect 6,277 homes and businesses in our City Region with super-fast broadband	5,277	5623	The project achieved its contractual end of Q4 2019/20 target of premises having access to superfast broadband (>30Mbps download), and it is on target for Q1 2020/21 despite impact of COVID19.
Provide accessible transport services for 5,000 people with personalised transport needs	5000 active passengers	4865 active passengers	Figures up to early March 2020, prior to Government lockdown response to COVID19 before vehicles were re-purposed to support COVID19 impact
Enable 40,000 young people to travel from home to school by coordinating services on behalf of our partner councils, with an investment of £3 million a year	40,000		Early indications show we are on track to achieve the targeted number of pupils and young people, up to early March 2020 prior to Government lockdown response to COVID19
Delivering 21st Century transport			
Invest £60 million from our Growth Deal in improvements to bus, road and rail travel	£60,000,000	Forecast: £45.66m	The forecast for the year is now £45.66m. Spend and forecast are low for the year but mitigating action is being taken to ensure improved spend in 2020/2021.
Continue developing the bus alliance with operators to deliver better and affordable services for passengers	100%	100%	Through the Bus Alliance we are delivering 'a Fare Deal for young people', a shared ticketing agreement for customers to use any operator regardless of ticket during times of adverse conditions, cleaner buses whereby almost 500 buses will have been converted to Euro VI, a customer charter to set common standards for customers across each operator, service standards for the core bus network across West Yorkshire and enabling Daysaver products to be purchased on the MCard app.
Develop plans to build new railway stations at Elland, Leeds Bradford Airport, White Rose and Thorpe Park, working closely with our partners and local communities	100%	Ongoing	The Outline Business Cases for Elland, White Rose and Leeds Bradford Airport Link have been approved by the Combined Authority and work is underway to progress the full business cases for each station. There have been continued delays with the 4th Outline Business Case for Thorpe Park due to design interfaces with Trans-Pennine Route Upgrade. The Planning application for White Rose was submitted in late 2019 with a determination date in March 2020.
Complete major new road schemes to reduce congestion on key commuter routes, including the Glasshoughton Southern Link Road and York Outer Ring Road	100%	Ongoing	Progress has been made by our Partners to deliver major new road schemes. The Glasshoughton Southern Link Road is due to be completed by Spring 2020. The East Leeds Orbital Road has completed Phase 1 and Phase 2 (design works) and the main work package, ELOR Phase 3, has been formally awarded. Phase 1 of the York Outer Ring Road completed in early 2019. There will be delays for future phases of the YORR scheme due to the need to deliver in tandem with the DfT funded dualing scheme.
Continue to influence regional and national transport investment programmes, attracting more investment to our region	Ongoing throughout 2019/20		Examples of successful bids include from the Highways Maintenance Challenge Fund, Access for All and £177m from Transforming Cities Fund.
Continue to develop our transport services by increasing digital payment options and information displays, to make services easier and more convenient for people to use	Ongoing throughout 2019/20		Subject to delays resulting from the COVID19 pandemic, a new MCard smart phone app will be available for use by September 2020. This will help to accelerate the move away from cash, will reduce bus stop dwell times and will allow people to purchase MCard products without the need to obtain a smart card.
Increase sales of MCard by 5 per cent, resulting in over £34 million worth of MCards being purchased over the year	£34,000,000	£31,560,652	The MCard product range continues to retain market share as a premium travel product. However, with the impact of Covid-19, the target levels of sales have not been achieved in 2019/20.
Supporting clean growth			
Enable 750 households to be warmer, save money and become more energy efficient through our Better Homes Yorkshire programme	750	1041	
Continue the delivery of seven flood prevention schemes to reduce the risk of flooding and protect communities and businesses supported by our Growth Deal	7	7	7 schemes are either complete or in delivery, one further scheme has been awarded funding for development costs, and a further scheme is expected to come forward during 2020/21
Provide sustainable travel advice to businesses, recruiting an additional 96 employer members to our Travel Plan Network	96	76	Due to resource issues in the team, this target was not achieved by 31 March 2020. However, recruitment is underway so it is expected that more businesses will be supported in 2021 when the team is back to full capacity.
Support a further 88 businesses to save money on their energy bills and use less water and waste through resource efficiency funding and advice	88	67	Delay to the commencement of the Resource Efficient Business Programme (REBz) has caused this target to not be achieved. However, there is a waiting list of businesses to complete an energy assessment and these commenced in April 2020. Further delays may be caused by the impact of COVID19.
Contribute to cleaner air by installing 88 ultra-low emission vehicle (ULEV) charging points for taxis with a goal of making 5.1 per cent of our region's taxis ULEV by 2020	88 ULEV charging points for taxis and making 5.1 per cent of our region's taxis ULEV by 2020	30 installations	30 sites are now live for the public, and a further 15 are awaiting power connections. Site work has stopped since the COVID19 restrictions commenced, but design and approvals work is continuing. OLEV has accepted that it is not possible to set a new funding deadline until the restrictions have been lifted.
Set out how we will work with our partners to achieve ambitious carbon reduction targets for the Leeds City Region, to become a net zero carbon city region by 2038 at the latest, with significant progress by 2020	Ongoing throughout 2019/20		The main strategy is to deliver the new net zero carbon target is the City Region's Energy Strategy and Delivery Plan. Of the 39 projects within the Delivery Plan, 20 are underway or completed, 13 are stalled and 6 are pending. Delivered work this year include: Science-based targets established in Q1, followed by extensive stakeholder engagement culminating in a series of sector workshops, the creation of the Climate Coalition and the setting of the target in early July. Our corporate clean growth policy and action plan were endorsed by the CA in October. Held sessions with local authority partners to agree a series of collaborative climate emergency projects (and secured £100k to support this work). Commissioned a comprehensive emission reduction pathway study to support the work of the existing Energy Strategy (ES) and to determine how to meet the new net zero carbon 2030 and 2038 targets. This work is currently ongoing and expected to be completed by July 2020. Secured funding in commission a carbon impacts study to strengthen the Combined Authority's decision making in light of the climate emergency. Secured £6m to create REBz that will support SMEs identify and implement cost effective improvements in energy and resource efficiency. Set out our regional ambitions at the Northern Powerhouse's Energy and Clean Growth Conference (exhibitions and talks). Commissioned work to explore how we accelerate the roll out of energy efficiency programmes, building on the Better Homes Yorkshire programme. The Energy Accelerator is providing a range of project development support to 14 low carbon projects. A range of projects continue to be delivered through the Travel Plan Network and City Connect.
Begin detailed feasibility work on 10 projects within the new Energy Strategy and Delivery Plan that will enable us to meet our region's energy needs and generate clean, low carbon energy	10		Science-based targets established in Q1, followed by extensive stakeholder engagement culminating in a series of sector workshops, the creation of the Climate Coalition and the setting of the target in early July. Our corporate clean growth policy and action plan were endorsed by the CA in October. Held sessions with local authority partners to agree a series of collaborative climate emergency projects (and secured £100k to support this work). Commissioned a comprehensive emission reduction pathway study to support the work of the existing Energy Strategy and to determine how to meet the new net zero carbon 2030 and 2038 targets. Secured funding to commission a carbon impacts study to strengthen the combined Authorities decision making in light of the climate emergency. Secured £6m to create REBz that will support SMEs identify and implement cost effective improvements in energy and resource efficiency. Set out our regional ambitions at the Northern Powerhouse's Energy and Clean Growth Conference (exhibitions and talks). The Energy Accelerator is working with 15 low carbon projects that will result in approx 2000 tCO2 saved annually. Developing a domestic energy efficiency scaling up study. Better Homes Yorkshire has delivered energy efficiency improvements in over 1000 homes in 19/20.

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West Yorkshire Combined Authority - Summary

Title	(A) Original Budget 2019/20 £	(B) Final Outturn (Unaudited) Actual £	(B) / (A) %	Appendix 2 February Forecast 2019/20 £
<u>Expenditure</u>				
Salary & Pay Related Costs	23,574,623	21,069,025	89.4%	20,743,106
Indirect Employee Related Costs	385,450	454,320	117.9%	376,255
Premises Related Costs	6,249,646	7,008,331	112.1%	6,776,016
Travel, Transport & Subsistence Related Costs	121,662	154,881	127.3%	149,679
Member Related Costs	219,000	203,643	93.0%	152,000
Office Supplies & Services	544,573	720,657	132.3%	646,303
ICT & Telephony Costs	2,614,132	2,242,441	85.8%	2,659,937
Professional & Consultancy Fees	2,196,070	2,718,492	123.8%	3,481,442
Marketing & PR Costs	2,079,896	1,382,052	66.4%	2,528,402
Insurance	304,900	308,204	101.1%	382,900
				0
Operator Payments (Transport)	25,601,325	26,137,686	102.1%	25,556,000
Pre Paid Ticket Cost	34,125,000	32,504,355	95.3%	34,125,000
Concessions	56,446,802	55,261,422	97.9%	55,657,492
Additional Pension Costs	2,301,600	2,185,195	94.9%	2,213,100
Financing Charges	5,465,000	3,929,585	71.9%	4,754,000
				0
Grants	2,337,597	1,694,465	72.5%	2,427,542
Other Miscellaneous Costs	5,080,894	3,132,480	61.7%	2,414,358
				0
Contribution to External / Related Parties	326,912	344,237	105.3%	383,199
				0
Additional Savings Target	(1,046,619)	0	0.0%	0
Contingency	0	0	0.0%	250,000
Total Expenditure	168,928,463	161,451,471	95.6%	165,676,730
<u>Income</u>				
Rail Admin Grant	(878,000)	(878,000)	100.0%	(878,000)
LEP General Funding Income	(1,234,000)	(1,487,580)	120.5%	(1,234,000)
Growing Places Fund Interest	(300,000)	(652,789)	217.6%	(500,000)
Enterprise Zone Receipts	(1,958,320)	(2,380,629)	121.6%	(2,307,000)
Transport Levy	(93,198,000)	(93,198,000)	100.0%	(93,198,000)
Bus Service Operator Grant (BSOG)	(2,063,592)	(2,063,592)	100.0%	(2,060,000)
Education Contribution to Transport	(6,768,000)	(7,078,343)	104.6%	(6,708,000)
Bus Station Tenant Income	(1,713,725)	(1,373,931)	80.2%	(1,592,705)
Bus Station / Services - Other Income	(2,758,297)	(2,744,718)	99.5%	(3,209,657)
Admin Recharges	(2,485,223)	(2,886,482)	116.1%	(2,453,914)
Capitalisation of Revenue Costs	(7,740,378)	(6,593,352)	85.2%	(7,150,107)
Pre Paid Ticket Income	(34,125,000)	(32,504,354)	95.3%	(34,125,000)
Other Income	(12,507,279)	(8,935,203)	71.4%	(10,590,785)
Total Income	(167,729,814)	(162,776,973)	97.0%	(166,007,168)
Net Expenditure	1,198,649	(1,325,502)	-110.6%	(330,437)

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Report to: West Yorkshire Combined Authority

Date: 25 June 2020

Subject: **Minutes for Information**

Director: Angela Taylor, Director, Corporate Services

Author(s): Ruth Chaplin

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

1. Purpose of this report

- 1.1 To provide Members with details of the minutes of committees and panels that have been published on the West Yorkshire Combined Authority’s website since the last meeting.

2. Information

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

- Investment Committee held on 9 January, 5 February, 5 March and 13 May 2020
- Overview & Scrutiny Committee held on 17 January 2020
- Governance & Audit Committee held on 23 January 2020
- Transport Committee held on 10 January and 13 March 2020
- Place Panel held on 30 January 2020
- LEP Board held on 25 February 2020
- Employment & Skills Panel held on 4 March 2020
- Green Economy Panel held on 7 April 2020

3. Clean Growth Implications

3.1 There are no clean growth implications directly arising from this report.

4. Inclusive Growth Implications

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

5. Financial Implications

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

6. Legal Implications

6.1 There are no legal implications directly arising from 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 minutes of the Combined Authority's committees and panels be noted.

10. Background Documents

There are no background documents referenced in this report.

11. Appendices

None.