

**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 10 OCTOBER 2019 AT COMMITTEE ROOM A -  
WELLINGTON HOUSE, LEEDS**

---

**Present:**

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Jane Scullion (Substitute)	Calderdale Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Peter Box CBE	Wakefield Council
Councillor Stewart Golton	Leeds City Council
Councillor David Hall	Kirklees Council
Councillor Shabir Pandor	Kirklees Council
Councillor John Pennington	Bradford Council
Councillor Andy D'Agorne (Substitute)	York Council

**In attendance:**

Councillor Peter Harrand	Chair, Overview & Scrutiny Committee
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority

**34. Apologies for Absence**

Apologies for absence were received from Roger Marsh, Councillor Keith Aspden and Councillor Kim Groves, Chair, Transport Committee.

**35. Declarations of Disclosable Pecuniary Interests**

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

**36. Exempt Information - Possible Exclusion of the Press and Public**

**Resolved:** That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 3 to Agenda Item 6, Appendices 1, 2 and 3 to Agenda Item 7, Appendix 1 to Agenda Item 12 and Appendices 1 to 6 of Agenda Item 15 on the grounds that it is likely, in view of the nature of the

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

**37. Minutes of the Meeting of the Combined Authority held on 1 August 2019**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 1 August 2019 be approved and signed by the Chair.

**38. Brexit**

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

Members discussed the organisational preparation being undertaken by the West Yorkshire Combined Authority (Combined Authority) and the Leeds City Region Local Enterprise Partnership (LEP) as the UK prepares to leave the European Union. The Combined Authority's business support actions were highlighted in the submitted report and it was noted that these were available to all companies, both urban and rural. The importance of establishing communication with those small businesses who had not yet engaged was stressed and, because of the fluctuating situation, Members asked that they be kept informed of any changes. A report would be brought to the next meeting.

The criteria for a proposed new Leeds City Region Brexit Business Support Scheme was agreed. The approach and scheme had been endorsed by the LEP Board on 25 September 2019 and a copy of the criteria was attached at Appendix 2. The scheme has been designed to provide SMEs with advice and guidance with issues directly related to Brexit.

**Resolved:**

- (a) That the update on the organisational preparation being undertaken by the Combined Authority and LEP as the UK prepares to leave the European Union be noted.
- (b) That the delivery of the Brexit Support scheme, as detailed in paragraph 2.4 of the submitted report be approved, in the event of a non-negotiated exit from the EU, from November 2019 to the end of March 2020 via the allocation of £2m from the overall Business Growth Programme (BGP) budget. This being subject to securing the required funding flexibility from the Department for Business, Innovation and Skills (BEIS) and no additional funding being provided directly by Government.

### 39. Capital Spending and Project Approvals

The Combined Authority considered a report of the Head of Portfolio Management Office on the progress and funding for the following schemes through the Combined Authority's assurance process:

- Halifax Bus Station
- Clifton Business Park Enterprise Zone
- A65 Signals
- Temple Green Park and Ride
- Castleford Growth Corridor
- LCR Enterprise Zones – South Kirkby
- Steeton and Silsden Rail Park and Ride
- A61 (South) Corridor
- East Leeds Orbital Route (ELOR)

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

- Bradford City Centre Heritage Properties (Conditioning House)
- Leeds Flood Alleviation Scheme 2
- Gain Lane Enterprise Zone
- A62/A644 (Wakefield Road) Link Road
- A629 Phase 2
- Corridor Improvement Programme – A58/A672
- Corridor Improvement Programme – A646/A6033
- York Guildhall
- City Connect Phase 3 – Cooper Bridge Links
- Headrow City Centre Gateway
- Stourton Park and Ride
- Rail Park and Ride Programme – Mytholmroyd

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

#### **Resolved:**

(a) In respect of Halifax Bus Station –

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

- (i) That indicative approval to forecast scheme cost of £15.4 million, with delivery funding dependent on the TCF bid outcome be given.
- (ii) That approval of an additional £200,000 from the West Yorkshire plus Transport Fund, taking total approval to £566,415 be given.
- (iii) That expenditure up to £566,415 on the scheme, in partnership with Calderdale Council, be approved.

(iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(b) In respect of Clifton Business Park Enterprise Zone –

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

- (i) That the Clifton Business Park (Enterprise Zone) scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That development costs of £3.156 million are approved in order to assist in progressing the scheme to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(c) In respect of A65 signals –

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

- (i) That the A65 Signals scheme proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).
- (ii) That an indicative approval of £956,000 is given from the LPTIP fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total scheme cost is £1.209 million.
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(d) In respect of Temple Green Park and Ride –

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

- (i) That the Leeds Public Transport Investment Programme Temple Green Park & Ride Extension project proceeds through outline business case (decision point 3) and work commences on full business case (decision point 4).
- (ii) That an indicative approval to the Combined Authority's contribution of £6.954 million (which will be funded through the Leeds Public Transport Investment Programme) is given, with full approval to spend being granted once the scheme has progressed through the assurance process to full business case plus finalised costs (decision point 5). The total project value is £7.386 million.
- (iii) That development costs of £841,000 are approved in order to progress the scheme to full business case plus finalised costs (decision point 5), with a further £1.42 million approved to fund land purchase costs expended at risk by Leeds City Council, taking total approval to £2.261 million.
- (iv) That the Combined Authority enters into a variation of the existing Funding Agreement with Leeds City Council for Leeds Public Transport Investment Programme schemes, for expenditure of up to £2.261million from the Leeds Public Transport Investment Programme fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision points 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(e) In respect of Castleford Growth Corridor –

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

- (i) That the Castleford Growth Corridor scheme proceeds through decision point 3 and work commences on activity 4 (FBC).
- (ii) That an indicative approval to the Combined Authority's contribution of £6.858 million to be funded from the West Yorkshire plus Transport Fund is given, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC with finalised costs). The total project value is £7.079 million.

- (iii) That development costs of £1.639 million are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), of which £660,000 is to fund the business case development costs, with £979,000 to fund forecast land acquisition costs. This takes the total approval to £1.839 million.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Wakefield Council for expenditure of up to £1.839 million from the West Yorkshire plus Transport Fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(f) In respect of South Kirkby Enterprise Zone –

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

- (i) That the South Kirkby Enterprise Zone scheme proceeds through decision point 3 and work commences on activity 5 (FBC with finalised costs).
- (ii) That an indicative approval to the Combined Authority's contribution of up to a maximum of £2.826 million which will be funded through the Local Growth Fund is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(g) In respect of Steeton and Silsden Rail Car Park –

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

- (i) That the Steeton & Silsden Rail Car Park project proceeds through full business case with finalised costs (decision point 5) and work commences on activity 6 (Delivery).

- (ii) That approval to the total project value of £3.879 million is given from the West Yorkshire plus Transport Fund.
  - (iii) That the Combined Authority enters into a Section 56 Rail Funding Agreement with Arriva Rail North for expenditure of up to £3.759 million from the West Yorkshire plus Transport Fund.
  - (iv) That the Combined Authority enters in to a lease for Northern to use part of the Combined Authority owned car park as a temporary compound.
  - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (h) In respect of the A61 (South) Corridor –

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

- (i) That the A61 (South) Corridor scheme proceeds through decision point 4 (Full business case) and work commences on full business case with finalised costs (decision point 5).
  - (ii) That an indicative approval to the Combined Authority's contribution of £18.037 million, funded through Leeds Public Transport Investment Programme is given with full approval to spend being granted once the scheme has progressed through the assurance process to full business case with finalised costs (decision point 5). The total scheme cost is £18.247 million.
  - (iii) That future approvals are made in accordance with the assurance pathway and approval route in the submitted report including at full business case with finalised costs (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 assurance tolerances outlined in the report.
- (i) In respect of East Leeds Orbital Route –

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

- (i) That the East Leeds Orbital Route project proceeds through decision point 5 and work commences on activity 6 (delivery).
- (ii) That approval to the Combined Authority's contribution of £90.33 million to be funded through the West Yorkshire plus Transport Fund, is given. The total project value is £147.49 million.

- (iii) That the Combined Authority enters into an addendum to the existing funding agreement with Leeds City Council for additional expenditure of £64.473 million, taking the total approval to £90.33 million.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 6 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

#### **40. Transforming Cities Fund**

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

It was reported that there had been intensive negotiation and discussion with all the District Councils in preparing a comprehensive proposal, which if successful, would be transformational for the Leeds City Region. The Strategic Outline Business Case is required to be submitted to Government by 28 November 2019 and it was agreed that delegation of the final strategy be given to the Combined Authority's Managing Director in consultation with the Chair of the Transport Committee.

**Resolved:** That the Combined Authority delegates approval to submit the Transforming Cities Fund Strategic Outline Business Case to the Managing Director, in consultation with the Chair of the Transport Committee.

#### **41. Tackling the Climate Emergency**

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on the proposed work to tackle the climate emergency and promote clean growth, in pursuit of the Leeds City Region becoming net zero-carbon.

Members discussed the ongoing work and plans being undertaken by the Combined Authority and Leeds City Region Local Enterprise Partnership which was outlined in the submitted report and appendices. It was noted that the Combined Authority had developed a new corporate approach to embedding clean growth including reducing carbon emissions and tackling the climate emergency.

The value of continuing to work with partners and sharing information was highlighted. The need to continue to raise awareness through engagement and communications with stakeholders was essential and, in this respect, Members were advised that some town and parish councils in Calderdale were providing carbon literacy training which was being well received.

It was acknowledged that greater investment and resource was needed to achieve the zero-carbon target and all funding options will be explored. It



was hoped that the Autumn Budget would make funding provision in order to deliver their ambition.

Progress reports would be brought to future meetings.

**Resolved:** That the work to promote clean growth and tackle the climate emergency be endorsed.

#### **42. Devolution**

The Combined Authority considered a report of the Director, Policy, Strategy and Communications which provided an update on progress towards securing devolution to Leeds City Region.

It was noted that the One Yorkshire Leaders had written to the new Prime Minister on 24 July 2019 outlining new devolution proposals and a copy was attached at Appendix 1. Recent statements from the Prime Minister had highlighted the enthusiasm for devolution in Yorkshire. Official conversations had now begun with the West Yorkshire Leaders and Government Ministers to discuss an interim devolution agreement for the Leeds City Region and the progress was welcomed.

**Resolved:** That the progress made and next steps on devolution to Leeds City Region be noted.

#### **43. Spending Reviews and Local Industrial Strategy**

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on spending reviews and local industrial strategy (LIS).

It was noted that the Combined Authority and Leeds City Region Local Enterprise Partnership (LEP) had made a submission to the Treasury Select Committee inquiry on regional imbalances in the UK economy and a copy was attached at Appendix 1. The key messages of the submission were outlined in the report and these had been highlighted by Roger Marsh, as Chair of the NP11 consortium of Northern local enterprise partnerships at the recent Convention of the North.

In respect of the Government's priorities and 2019 Spending Round, it was reported that due to the shortened timescale, Combined Authority officers had engaged with Government officials and set out priorities across transport, energy, economic services, flooding and devolution. The 2019 Autumn Budget was due at the beginning of November 2019.

Members discussed the proposed City Region's approach to working in partnership with constituent authorities on interconnected strategic milestones over the next 18 months. These will help to boost productivity, better connect communities and grow the economy in a clean and inclusive way. The proposed actions and timetable to use a new LIS to target the 2020 Spending Review were set out in the table in paragraph 2.12 of the submitted report. This drew together sharper institutional leadership, emerging strategy and a prioritised pipeline of compelling investment

propositions which are being developed and had been built on discussions with constituent authorities.

The outcome of the LEP Board awayday, which had focussed on progress of the LIS development, was noted. The LIS set the context for investment propositions to be discussed with Government ahead of the full Spending Review and refresh of the Northern Powerhouse Strategy which was expected in Autumn 2020. The LIS was being co-designed with Government, and would be submitted in December 2019 and published in March 2020.

**Resolved:**

- (a) That the successful Convention of the North with NP11 and supported by Government, and its key messages be noted.
- (b) That the outcome of the 2019 Spending Round and the proactive steps taken to pursue investments for transport, energy, flooding, digital infrastructure and economic services be noted.
- (c) That the outcome of the LEP Board's awayday be endorsed.
- (d) That the milestones to use a new local industrial strategy to target the 2020 Spending Review with developing compelling investment propositions, as set out in paragraph 2.12 of the submitted report, be approved.

**44. Future Bus Options**

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

Members discussed the report which sought approval to explore options arising from the sale of First West Yorkshire including, but not limited to, potentially participating in the sale.

It was noted that technical and legal support was needed to assist the Combined Authority in ensuring all options are initially explored. Members supported the development of options and welcomed the possible opportunities which would benefit the travelling public and enhance the ambition to effect a modal shift to bus travel.

It was reported that an online petition with over 500 signatures in support of the proposed actions had been created and handed to the Combined Authority.

It was proposed that delegation be given to the Combined Authority's Managing Director, in consultation with the Chair of the Combined Authority, to engage with the process of the sale of First West Yorkshire Ltd. Members were assured that any significant decisions would be considered at future meetings of the Combined Authority.

**Resolved:**

- (a) That options arising from the sale of First West Yorkshire, including but not limited to potentially participating in the sale, be explored.
- (b) That spending of up to £200,000 on legal and consultancy support to assist with the development of options for future bus services in West Yorkshire be approved.
- (c) That delegation be given to the Combined Authority's Managing Director, in consultation with the Chair of the Combined Authority, to engage with the process of the sale of First West Yorkshire Ltd referring any significant decisions arising from this to the Combined Authority.

**45. Future Approach to Business Finance**

The Combined Authority considered a report of the Director, Policy, Strategy and Communications which provided an update on work in relation to business finance, in particular on future plans for grants and loans.

It was noted that the Combined Authority and Leeds City Region Enterprise Partnership were developing options for a new loan fund that responds to current market needs.

Further information was provided in Exempt Appendix 1 and it was noted that the LEP Board had discussed the matter in detail at their meeting held on 25 September 2019. Members were asked to forward any comments on the exempt appendix to the Combined Authority's Director, Policy, Strategy and Communications.

A further report would be brought to a future meeting.

**Resolved:** That the report and information provided in Exempt Appendix 1 on the future approach to business finance be noted.

**46. Corporate Planning and Performance**

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

The update on progress against the 2019/20 Corporate Plan headline indicators was set out in Appendix 1. It was reported that the risk relating to Brexit preparedness had been revised to more accurately capture the current level of uncertainty. Consideration was also being given to any specific risks relating to the work being done on the climate emergency and clean growth and the risk register will be updated to reflect this.

A summary of the 2019/20 current spend to budget was attached at Appendix 2 and it was noted that there were no 'red' areas of concern to

report. Work was ongoing to forecast the final outturn and a report would be brought to the next meeting.

Members noted the work being undertaken on the detailed business plan and budget 2020/21. A full draft revenue and capital budget will be brought to the next meeting together with the updated reserves strategy.

**Resolved:**

- (a) That the information provided on corporate performance be noted.
- (b) That the budget work underway be noted.

**47. Governance Report**

The Combined Authority considered a report of the Director, Corporate Services on the following governance issues:

- Appointments to Combined Authority committees and panels, further to the annual meeting and minor amendments to governance documents.
- The appointment of an additional independent member to the Governance and Audit Committee.
- An amendment to the quorum of the Governance and Audit Committee in Procedure Standing Orders.
- A minor amendment to representation on the Business Innovation and Growth Panel.

Members noted the details outlined in the submitted report. The appointments to Combined Authority committees and panels which had been awaiting confirmation by partner councils were attached at Appendix 1. It was reported that since publication of the agenda, a further change had been made to the appendix as Kirklees Council had notified the Authority that Councillor Rob Walker would replace Councillor Manisha Kaushik as a substitute member of the Overview and Scrutiny Committee.

**Resolved:**

- (a) That the appointments to panels and committees as set out in Appendix 1, and the amendment notified by Kirklees Council that Councillor Rob Walker would replace Councillor Manisha Kaushik as substitute member of the Overview and Scrutiny Committee, be noted.
- (b) That the appointment of Joanna Wardman as an independent member of the Governance & Audit Committee for the 2019/20 municipal year be approved.
- (c) That, further to the recommendation to appoint an additional independent member of the Governance & Audit Committee and to comply with legislation, the amendment of Procedure Standing

Orders to increase the quorum of the Committee from 3 to 4 members be endorsed.

- (d) That the amendments to the Members' Code of Conduct and the Conflicts of Interest Protocol made by the Head of Legal and Governance Services be noted.
- (e) That the minor amendment to membership of the Business Innovation and Growth Panel to facilitate the appointment of a non-voting member from the wider health-tech/digital health sector as set out in paragraph 2.5 of the submitted report be endorsed.

#### **48. European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD)**

The Combined Authority considered a report of the Director, Corporate Services on the European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD).

It was reported that the Investment Committee had considered the detail and endorsed the advice included in the outline assessment forms and the respective conditions which were attached as exempt Appendices 2-6.

In its role as the Intermediate Body (IB), the Combined Authority considered and agreed the advice provided in the exempt appendices. The assessment forms will now be submitted to the Ministry of Housing, Communities and Local Government (MHCLG) as Managing Authority, for their consideration.

It was also agreed that in order for applications to be progressed, and to avoid delays, any future requests to approve minor amendments to projects as requested by MHCLG, be delegated to the Director, Corporate Services in consultation with the Chairs of the Combined Authority and Investment Committee.

#### **Resolved:**

- (a) That the advice included in the outline assessment forms and any respective conditions at Part 3 of Exempt Appendices 2-3 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme.
- (b) That the advice included in the full assessment forms at Part 2 of Exempt Appendices 4-6 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme to allow the Managing Authority to issue a funding agreement subject to the proposed conditions set out in the full assessments being fully met.
- (c) That the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme, delegate approval to minor changes to projects where requested by Ministry of Housing, Communities and Local Government to the Director, Corporate

Services in consultation with the Chairs of the Combined Authority and Investment Committee.

**49. Progress on the Transformation Programme**

The Combined Authority considered a report of the Managing Director which provided an update on progress in implementing the organisation's Transformation Programme.

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

**50. Minutes for Information**

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

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