

Appendix 1: MCA Ready Work Areas Summary

Table 1: Partnership Workstreams

Ref	Partnerships	Summary/Purpose of Workstream
1	Learning from other MCAs	The purpose of the workstream is to identify key lessons learnt from the process to establish other Mayoral Combined Authorities (MCAs), in order to ensure our work progresses smoothly and takes account of how others have addressed issues encountered.
2	Deepening Partnerships	This workstream explores the relationships and division of responsibilities across the local authorities, Combined Authority and mayor.

Table 2: Organisational-Ready Workstreams

Ref	Organisational-Ready	Summary/Purpose of Workstream
3	Electoral preparations	To make the necessary arrangements to hold a mayoral election in May 2021 in the most efficient and cost-effective way.
4	Decision Making and Committee Arrangements	To ensure that the Mayoral Combined Authority adopts decision-making arrangements which comply with statutory requirements, promote efficient and effective decision-making and reflect Members' expectations.
5	Organisational Systems	To get HR, ICT and Finance systems in place to enable the MCA to be delivered and then to function successfully.

6	Accommodation and Buildings	To understand requirements and provide appropriate office accommodation for the MCA including its additional functions.
7	Workforce planning	<p>The objectives of the workstream are:</p> <ul style="list-style-type: none"> • To ensure the organisation is ready from an organisational design and workforce perspective. • To manage the transfer of staff from the PCC to the MCA. • To ensure the terms and conditions of service are fit for purpose for an MCA • Deliver the relevant parts of the HR Strategy (phase 1)
8	Finance & Programme management	Set up arrangements for the single pot investment fund, budget and business planning for the MCA.
9	Police and Crime Commissioner (PCC) preparation	To transfer the functions of the PCC to the Combined Authority's Elected Mayor at the agreed date.
10	Mayoral Order Implementation	To complete all statutory stages so that the mayoral order may be implemented.
11	Assurance Framework	Assurance Framework review in preparation for the Combined Authority becoming a Mayoral Combined Authority in May 2021 and in advance of the next year's annual review deadline of 28 February 2021.

Table 3: Devolution Deal Workstreams

Ref	Deal	Summary/Purpose of Workstream
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12	Adult Education Budget	To prepare for the management and administration of the fund, including commissioning and procuring providers, define the resources required for the delivery of AEB post August 2021, and to secure appropriate resource from DfE to ensure that we can prepare for the implementation of AEB.
13	LCR Transforming Cities Fund	To deliver the Leeds City Region Transforming Cities Fund Programme to 2023.
14	WY Mass Transit	To develop West Yorkshire mass transit proposals and wider connectivity pipeline to feed into the Government's £4.2bn pot that MCAs will have access to from 2022.
15	Bus Reform	The purpose of the work is to investigate whether the options under the Bus Service Act 2017, in particularly franchising, would help us meet our strategic objectives including to increase bus patronage and improve the passenger offer.
16	Housing Pipeline	Prioritise deployment of £3.2m revenue funding over 2 years across the pipeline, including to understand in more detail the technical, skills resource and funding gaps (in terms of capital funding) required to bring sites across the pipeline forward. Develop a Strategic Place Partnership with Homes England that will collaboratively deliver housing as set out in the pipeline.
17	Planning and Climate Emergency	Advance the following inter-related priorities as a sequential programme of activity: <ol style="list-style-type: none"> 1. Trial the nationally developed Green Infrastructure Standards Framework in West Yorkshire to inform the deployment of the Standards on a national scale. 2. Develop a Zero Emission Investment Framework to provide direction for infrastructure investment priorities and policies. 3. Prepare for the requirement to produce a Spatial Development Strategy (SDS) to ensure that the WYCA can demonstrate good progress to Government and to support any future negotiations on devolution and funding.

18	Innovation and Business Support	To establish the West Yorkshire Innovation Network through Connecting Innovation, to better align national innovation support with the local offers to drive business innovation.
19	Digital Skills Partnership	To establish a Local Digital Skills Partnership for West Yorkshire to bring together cross-sector partners to design, develop, and coordinate the delivery of innovative digital skills programmes, tackle digital exclusion, share best practice, and raise awareness of digital skills regionally.
20	Heritage Regeneration Fund	Funding available to support British Library North in Leeds. Need to establish Heritage Fund as longer-term programme, with pipeline of schemes from across region in order to secure future allocations from Government.