

**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 29 JULY 2021 AT COMMITTEE ROOMS 6&7,
CIVIC HALL, LEEDS**

Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor John Lawson	Kirklees Council
Councillor James Lewis	Leeds City Council
Councillor Shabir Pandor	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Matthew Robinson	Leeds City Council
Councillor Tim Swift MBE	Calderdale Council

In attendance:

Councillor Kim Groves	Lead Member for Public Transport, Transport Committee
Ben Still	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Brian Archer	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority
Dominic Martin	West Yorkshire Combined Authority

21. Chair's Comments

The Chair thanked Ruth Chaplin, the departing clerk of the Committee, paying tribute to her long career in public service and wishing her a happy retirement.

22. Apologies for Absence

Apologies for absence were received from Cllr Jeffery, Cllr Waller, and Sir Roger Marsh, as well as from their substitutes.

23. Declarations of Disclosable Pecuniary Interests

There were no pecuniary interests declared during the meeting.

24. 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 1 to Agenda Item 8 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.

25. Minutes of the Meeting of the Combined Authority held on 24 June 2021

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 24 June 2021 be approved.

26. Economic Recovery

The Combined Authority received an update on developments around the COVID-19 pandemic, including the delivery of products and services in response to the crisis.

The report highlighted that there had been a concerning rise in COVID-19 cases since the end of lockdown restrictions on July 19 2021, particularly among young people. It was noted that high numbers of people needing to self-isolate had caused disruption for both public services and private companies. In partnership with the region's Local Authorities and the LEP, the Combined Authority was working closely with local businesses and funding the Employment Hub and Reboot programmes. The delivery of extensions to these programmes was intended to commence from August.

Work to refresh the region's Economic Recovery Plan was underway and was hoped to be completed in September. This plan would have the Mayor's pledges at its heart, and would include a new central economic forecast. It was intended that the plan would primarily focus on what could be delivered through resources already available within the region, and that the Combined Authority would work with the government on targeted opportunities for co-investment.

Members were advised that their feedback on the plan was welcomed, and that it was intended that an updated version would be brought to the September meeting of the Combined Authority.

Resolved: That the report be noted.

27. Place Narrative

The Combined Authority considered a report from the Director of Policy and Development updating them on the development of the Place Narrative and

seeking endorsement for the adoption of the Place Narrative as part of the Strategic Economic Framework.

The Place Narrative had begun development in partnership with the Place Panel as a way to bring together spatial information about the region and its infrastructure priorities.

Members highlighted the importance of the Place Narrative, particularly in showing how both these priorities and the different communities of the region connected, and also noted its role in supporting the attraction of investment and new jobs into the region.

Resolved:

- (a) That the Place Narrative be approved and its positioning as part of the Strategic Economic Framework be endorsed.
- (b) That approval of future updates of the Place Narrative be delegated to the Place, Regeneration and Housing Committee.

28. Housing Pledge & Housing Revenue Fund Approval

The Combined Authority considered a report from the Director of Policy and Development setting out the opportunities and challenges of the Mayor's pledge to support the delivery of 5,000 sustainable homes, including council and affordable, in West Yorkshire over the next three years.

Members discussed the fundamental role of housing in assisting communities to thrive, as well as in working toward improving equality and inclusion throughout the region. Over the next three years an estimated financial and delivery capacity of some 8276 homes has been identified across the partnership. It was queried whether any specific standards were employed regarding the housing being sustainable and affordable. A wide range of factors were informing the sustainability of the housing, including accessibility to public transport, and successful models such as those of housing associations were being considered. The benefits of better housing on health, employment, and skills were also discussed.

Members welcomed news of these homes but questioned how they would be equitably and consistently distributed around the region, as well as how the Combined Authority would ensure that the housing provision reached the communities where it was most needed. Members also questioned whether the proposed development sites were all on brownfield land, and were advised that all identified sites were working within districts' Local Plans – though it was cautioned that these were at different stages of development for each Local Authority - and the Combined Authority was working with local partners when identifying opportunities for further development.

It was noted that the report discussed two new officer posts being created within the Combined Authority. Members questioned why, given the strong emphasis on partnership within the report, new posts were being created rather than working with planning partners in Local Authorities. It was advised

that the additional posts were necessary in order to ensure that the Combined Authority had the necessary capacity to deliver these programmes and that the right skillsets were available. The funding was also expected to lead to further capacity within the Local Authorities.

Resolved:

- (a) That the Combined Authority notes and endorses the approach to delivery of the Mayor's housing pledge working closely with Partners, including Districts through their Directors of Development.
- (b) That following a recommendation from the Investment Committee, the Combined Authority approves:
 - (i) That the Housing Revenue Fund programme proceeds through decision point 2 (strategic outline case) and decision point 4 (full business case) with Approval to Proceed to activity 5 (delivery).
 - (ii) That approval to the remainder of the Combined Authority's contribution of £2.95 million, funded from the West Yorkshire Devolution Deal, is given. The total scheme value is £3.2 million.
 - (iii) That allocation of the £2.95 million of funding for the individual work packages is delegated to the Managing Director.
 - (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in appendix 1 of the submitted report.

29. Brownfield Housing Fund Programme

The Combined Authority considered a report from the Director of Delivery providing an update on the Brownfield Housing Fund Programme.

The Combined Authority had been allocated £66.7 million of funding from the Government to build a minimum 4,500 homes on brownfield land by 2025. This was noted as a challenging deadline, and it was cautioned that the Government reserved the right to withdraw all or part of the funding if milestones and targets were not met. The report identified a number of projects that could be delivered quickly and would support meeting these targets, as well as providing more sustainable and affordable housing throughout the region whilst also providing employment and training opportunities for young people. The majority of these homes would be near to transport hubs and over 1900 were expected to be categorised as 'affordable'.

Members welcomed the investment into the region, noting it would not have been possible if not for becoming a Mayoral Combined Authority, but questioned whether this funding would mean that viability concerns in regard to renegotiating affordable homes and Section 106 monies were no longer an issue. It was noted that 60% of the scoring for schemes intending to enter the programme was set by the Government, and that the primary factor in this scoring was evidence of a market viability gap and a need for public

investment, although deliverability, timescales, local priorities and other factors were also considered.

Clarification was requested on whether the 5000 homes needed to fulfil the Mayor's housing pledge would be delivered through the Brownfield Housing Fund or would additional homes be needed. Members were advised that potential sites from the Brownfield Housing Fund would make a contribution to the 5000 affordable homes pledge but would not deliver all of them. The Combined Authority will therefore need to work with Local Authorities and other providers with the expectation that they would identify development sites in their districts for affordable houses and the Combined Authority would work with them on delivery.

Resolved:

- (a) That the Combined Authority notes the work undertaken so far on the Brownfield Housing Fund Programme.
- (b) That the Combined Authority sequencing of Waves and associated projects in Exempt Appendix 1 be endorsed.
- (c) That in light of the proposed changes to Committees, future project approvals are made in accordance with the assurance pathway and approval route outlined and approved by the Combined Authority in September 2020, including at the next decision point through delegation to the Place, Regeneration and Housing Committee and 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.
- (d) That to ensure the programme progresses at pace, to delegate to the Director of Delivery, in consultation with the Portfolio Holder for Place, Regeneration and Housing:
 - (i) The review and transfer of projects between the project prioritisation 'Waves' detailed in Exempt Appendix 1.
 - (ii) The acceptance of new projects on to the programme.
 - (iii) The transfer of projects which place greater risk on the programme back to the Strategic Housing pipeline for consideration as part of future investment programmes.

30. Capital Spending & Project Approvals

The Combined Authority considered a report from the Director of Delivery on proposals for the progression of, and funding for, a number of West Yorkshire Combined Authority supported projects that had been considered at stages 1, 2 and 3 of the Combined Authority's assurance process.

Due to the changes to committee arrangements made at the Combined

Authority meeting of 24 June 2021, the projects discussed in the report were brought directly to the Combined Authority due to expediency of delivery. These included projects relating to:

- British Library for the North (Temple Works)
- TCF Network Navigation
- CityConnect Phase 3 Canals: Leeds & Liverpool Shipley
- CityConnect Phase 3 Canals: Huddersfield Narrow Canal Phase 2
- Halifax Bus Station

The report also included an additional recommendation that Calderdale Council retain future business rates income generated from the Clifton Enterprise Zone (up to March 2042) under the conditions set out in the report.

Members questioned whether discussion of linking settlements and towns under the City Connect Phase 3 Canals scheme could be extended past the West Yorkshire boundary, such as linking Silsden to Skipton, and were advised that work to extend this provision was already underway with collaboration with North Yorkshire partners.

It was also questioned whether the battery-operated screens discussed within the report for use at bus stations could be replaced with solar power. It was noted that solar powered screens would still require a battery and that evaluation of the options available had indicated that solar power would not significantly extend this battery's lifespan. Technical details on this could be shared after the meeting, and it was requested that this be reevaluated when appropriate with regard to the progression of technology in this area.

Members also queried whether the British Library Temple Works project discussed in the report would be creating new jobs or moving existing ones to the Boston Spa facility; it was confirmed that the jobs would be newly created positions, with the Temple Works facility fulfilling a public-facing role and Boston Spa remaining a storage facility.

The report noted that the following decision points and change requests had been assessed and approved through the agreed delegation process to the Combined Authority's Managing Director:

- Lanthwaite Business Park Enterprise Zone
- York Northern Outer Ring Road
- Leeds Station Sustainable Active Travel Gateway
- Selby Station Gateway

Resolved:

- (a) That in respect of the Clifton (Calderdale) Enterprise Zone Business Rates Receipt, the Combined Authority approves that, subject to the conditions in the submitted report, Calderdale Council retains future business rates income generated from the Clifton Enterprise Zone (up

to March 2042).

- (b) That in respect of the British Library for the North (Temple Works), the Combined Authority approves:
 - (i) That the British Library for the North (Temple Works) scheme proceeds through decision point 2 (strategic outline case) and work commences on activity 3 (outline business case).
 - (ii) That an indicative approval of £25 million (to be funded through the Combined Authority's devolution deal) is given. The total forecast scheme value is £69.810 million.
 - (iii) That approval of £5.35 million development costs to progress the scheme to decision point 3 (outline business case) be given.
 - (iv) That the Combined Authority enters into a funding agreement with Leeds City Council for expenditure of up to £5 million from the Combined Authority's devolution deal.
 - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

- (c) That in respect of the TCF Network Navigation, the Combined Authority approves:
 - (i) That the TCF Network Navigation project proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case)
 - (ii) That an indicative approval to the total project value of £15.500 million, comprising of £15.200 million from the Transforming Cities Fund, and £0.300 million from Local Transport Plan Integrated Transport Block, is given.
 - (iii) That development costs of £0.200 million are approved to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £0.360 million.
 - (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

- (d) That in respect of the CityConnect Phase 3 Canals - Leeds Liverpool Shipley, the Combined Authority approves, subject to the conditions set by PAT stated in the submitted report:
 - (i) That the CityConnect Phase 3 Canals - Leeds Liverpool Shipley scheme proceeds through decision point 4 (full business case)

and work commences on activity 5 (Delivery).

- (ii) That approval to the Combined Authority's contribution of £1.981 million which will be funded from West Yorkshire plus Transport Fund (£1.057 million), Getting Building Fund (£0.500 million) and £0.424 million yet to be secured is given. The total scheme value is £1.981 million.
 - (iii) That the Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £1.981 million.
 - (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (e) That in respect of the CityConnect Phase 3 Canals - Huddersfield Narrow Canal (HNC) Phase 2, the Combined Authority approves, subject to the conditions set by PAT stated in the submitted report:
- (i) That the CityConnect Phase 3 Canals – Huddersfield Narrow Canal Phase 2 scheme proceeds through Decision Point 4 (full business case) and work commences on Activity 5 (Delivery).
 - (ii) That approval to the Combined Authority's contribution of £1.371 million (which will be funded through £0.643 million from the West Yorkshire plus Transport Fund and £0.728 million from the Active Travel Fund) is given. The total scheme value is £1.371 million.
 - (iii) That the Combined Authority enters into an addendum to the existing funding agreement with the Canal and River Trust for expenditure of up to £0.643 million from the West Yorkshire plus Transport Fund.
 - (iv) That the Combined Authority enters into an addendum to the existing funding letter with Kirklees Council for expenditure of up to £0.728 million from the Active Travel Fund.
 - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (f) That in respect to Transforming Cities Fund Halifax Bus Station, the Combined Authority approves:
- (i) That the Transforming Cities Fund Halifax Bus Station scheme proceeds through decision point 5 and work commences on activity 6 (Delivery).

- (ii) That approval to total scheme costs of £17.700 million is given, of which the Combined Authority to contribute £17.295 million from the Transforming Cities Fund and £0.405 million from the West Yorkshire plus Transport Fund.
- (iii) That the Combined Authority enters into a Memorandum of Understanding Agreement with Calderdale Council for expenditure up to £50,000 from the Transforming Cities Fund.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

31. Mayoral Pledge Funding

The Combined Authority considered a report from the Director of Strategy, Communications and Policing on funding for the West Yorkshire Mayor's pledges relating to business support and inclusive growth.

To support equality, diversity and inclusion in the recovery of the region, £400k was requested to progress a pipeline of inclusive growth work over three years. This would enable recruitment of an Inclusivity Champion as well as the development of a new programme focusing on areas of intervention that would complement the existing business support offered by the Combined Authority and local partners. This would build on the work done by the Inclusive Growth and Public Policy Panel prior to becoming a Mayoral Combined Authority.

A package of £500k was also requested to support local businesses and to allow the Mayor to act as a champion for the regional economy through the development of new programmes and business support measures. It would also be used to support the growth of co-operative, social-enterprise and worker-owned businesses; these businesses were praised as being resilient and community-focused, and a strong partner in sustainable growth. Members requested clarification on whether the requested package would be delivered over a three year period as in the case of the inclusive growth package; officers advised that the development funding was expected to take place over a shorter period of time.

Members supported the push for greater inclusivity in business, but questioned whether a benchmark of some sort would be used regarding this, what the benefits of such an approach may be, and whether sanctions would potentially exist for businesses that did not meet any of the suggested standards. The Fair Work Charter, which launched its development earlier in the week, would set out aspects of businesses the Combined Authority wanted to do business with and promote. Measures such as paying a real living wage, taking steps to promote inclusivity, or working to eliminate the gender pay gap would all be celebrated as examples of good business practices, and similar work already done in the Greater Manchester and

Liverpool regions was being used to inform the development of this charter. There was no legislation in place to support sanctions against businesses choosing not to follow the charter, but it was hoped that businesses would be encouraged and incentivised to work toward its goals.

Members questioned whether the Mayor had noticed any issues with inclusivity not being considered thoroughly enough within the Combined Authority in decision-making. Officers advised that a great deal was being done to try to improve inclusivity within the Combined Authority, but noted it was always possible to achieve more, and the hope was that the Inclusivity Champion would be of great assistance in this. Although the specifics of the role had not yet been decided, the experience and skills needed to maintain the needed independence for effective challenge would be built into the role profile.

The historical work on inclusivity that had been done by the Inclusive Growth and Public Policy Panel was discussed by Members, and the importance of preserving both the passion for this work as well as the talent that had been developed was noted. The Covid-19 pandemic had highlighted serious inequalities that still existed, and it was hoped that the opportunities afforded by devolution and through measures such as the introduction of an Inclusivity Champion would allow new heights to be reached in combatting these inequalities.

It was noted that following the approval of the Creative New Deal funding at the previous meeting of the Combined Authority, £190k of this funding would be used to fund the Beyond Bronte's programme, which worked to support 18-24 year olds from diverse and disadvantaged communities in the Leeds City Region in gaining skills and contacts in the creative industries through work placements.

Resolved:

- (a) That the Combined Authority indicatively approves funding from the Single Investment Fund to enable progress to be made in key priority areas, with full approval to spend being granted once the project has progressed through the assurance process in line with the Combined Authority's Assurance Process. The indicative funding requested is:
- £500k to support scheme development relating to business support.
 - £400k over three years to enable the recruitment of the Inclusivity Champion and further progress a pipeline of inclusive growth work.
- (b) That the Combined Authority notes that £190k from the £500k of SIF funding which was previously provisionally allocated to support scheme development relating to culture and creative industries and lead a creative new deal, is to be used to fund the Beyond Bronte's

programme, subject to Assurance Framework approvals.

- (c) That the Combined Authority delegates to the Finance, Resources and Corporate Committee, the approval for the programmes set out in the report to pass through Decision Point 2, totalling no more than £0.9m of funding from the Single Investment Fund.

32. Intra City Transport Settlements

The Combined Authority considered a report from the Director of Policy and Development on the Government's approach to Intra City Transport Settlements, and on the government's Active Travel Fund.

It was noted that the Intra City Transport Settlements scheme had now been renamed to the City Region Sustainable Transport Settlement. The project was recognised as an exciting and valuable opportunity of £4.2 billion for long-term transport settlements to be divided between eight Mayoral Combined Authorities, for a five year settlement running from 2022-23 to 2026-27.

It was cautioned that there was a match fund element to the scheme, and bids would need to be completed by the end of August. Because this timetable prevented bids being returned to the Combined Authority before the submission deadline, it was recommended that approval of the detail of the final bid be delegated to the Managing Director in consultation with the Mayor and the Chair of the Transport Committee. Details of the bid would be circulated to all Members.

Members expressed reservations about the match fund element of the scheme, questioning what might have to be sacrificed if funding that had already been pledged elsewhere had to be recycled, and noted that this and the bidding requirement ran the risk of leading to the richest areas of the country taking the greatest benefits. However, Members praised the opportunities this funding would provide in propelling the economy forward and in supporting inclusive growth throughout the region. Plans were already in place for how the funding could be used. The social prescribing and active travel elements of the Active Travel fund were also welcomed.

Members noted that different geographies throughout the region, particularly in its valleys, would provide their own restrictions on what might be possible to deliver, highlighting this as an important factor to consider going forward.

The recommendation put to the Combined Authority regarding the bid to the DfT Active Travel Fund Local Authority Capital Fund was noted to be different than that in the published report, which had mistakenly recommended delegation to the Chair of the Active Travel Working Group rather than to the Managing Director in consultation with the Mayor and the Chair of the Active Travel Working Group.

Resolved:

- (a) That the Combined Authority notes the Government's proposals for the City Region Sustainable Transport Settlement and agrees to submit a CRSTS proposal for the 5-year period 2022/23 to 2026/27 to the Department for Transport, which is aligned to accelerating the delivery of the West Yorkshire Connectivity Infrastructure Plan.
- (b) That the Combined Authority agrees to delegate the decision on the detail of the final City Region Sustainable Transport Settlement submission to the Managing Director in consultation with the Mayor and Chair of Transport Committee.
- (c) That the Combined Authority notes the Government's proposals for Active Travel Fund Local Authority Capital Funding for 2021/22 and agrees to submit a bid proposal and Expressions of Interests to the Department for Transport.
- (d) That the Combined Authority agrees to delegate the decision on the detail of the final bid proposal and Expression of Interests to the DfT Active Travel Fund Local Authority Capital Fund for 2021/22 to the Managing Director in consultation with the Mayor and Chair of the Transport Committee's Active Travel Members Working Group.

33. Governance Arrangements

The Combined Authority considered a report from the Director of Corporate and Commercial Services requesting the approval of changes to the Governance Arrangements of the Combined Authority and its committees. These included:

- Confirmation of outstanding nominations from the previous meeting of the Combined Authority to the Culture, Arts and Creative Industries Committee as well as nominations to all three Scrutiny Committees.
- A recommendation from the LEP Board to extend the term of office of a private sector member of the Business Investment Panel by one year.
- A request to approve minor amendments to the Officer Delegation Scheme as set out in Appendix 2 of the submitted report.
- Confirmation of outstanding nominations for appointment to the Rail North Committee.

It was noted that since the publication of papers for the meeting, there had been changes to some of the listed nominated candidates. York Council had requested that Cllr Ian Cuthbertson replace Cllr Keith Orrell on the Employment and Skills Committee. Similarly, the representative from Calderdale Council informed Members that Cllr Dot Foster would now be nominated for the Transport Scrutiny Committee, and that Cllr Susan Press would be nominated to replace Cllr Foster as nominee for the Economy Scrutiny Committee.

Resolved:

- (a) That the Combined Authority appoints the following members as set out in paragraph 2.1 of the submitted report:
- Cllr Michael Graham (Wakefield Council): Culture, Arts & Creative Industries Committee
 - Cllr Darryl Smalley (York City Council): Culture, Arts & Creative Industries Committee
 - Cllr Dot Foster (Calderdale Council): Transport Scrutiny Committee
- (b) That the Combined Authority notes and approves the following changes to appointments as set out in paragraph 2.2 of the submitted report:
- Transport Scrutiny Committee – Cllr David Green (Bradford Council) to replace Cllr Joanne Dodds.
 - Economy Scrutiny Committee – Cllr Jonathan Bentley (Leeds City Council) to replace Cllr Colin Campbell, and Cllr Susan Press (Calderdale Council) to replace Cllr Dot Foster.
 - Employment & Skills Committee – Cllr Ian Cuthbertson (York) to replace Cllr Keith Orrell.
- (c) That the Combined Authority appoint the following chairs and deputy chairs as set out in paragraph 2.3 of the submitted report:
- Chair of Economy Scrutiny Committee: Cllr Richard Smith
 - Deputy Chair, Corporate Scrutiny Committee: Cllr Geoff Winnard
 - Deputy Chair, Economy Scrutiny Committee: Cllr Stephen Baines
 - Deputy Chair, Transport Scrutiny Committee: Cllr Peter Caffrey
- (d) That the Combined Authority approve the recommendation of the LEP Board to extend the term of office of Colin Glass for a further one year to 26 September 2022 as detailed in paragraphs 2.4 and 2.5 of the submitted report.
- (e) That the Combined Authority approve amendments to the Officer Delegation Scheme as set out in Appendix 2.
- (f) That the Combined Authority approve the following appointments to the Rail North Committee as set out in paragraph 2.8 of the submitted report:
- Representative: Cllr Susan Hinchcliffe

- Substitute: Mayor Tracy Brabin

34. 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.