



ITEM 4

**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY 17 SEPTEMBER 2015 AT WELLINGTON HOUSE, LEEDS**

Present:	Cllr Peter Box (Chair)	-	Wakefield MDC
	Cllr Barry Collins	-	Calderdale MBC
	Cllr David Green	-	City of Bradford MBC
	Cllr Peter McBride	-	Kirklees MC
	Cllr Judith Blake	-	Leeds City Council
	Cllr Chris Steward	-	City of York Council
	Cllr Jeanette Sunderland	-	Liberal Democrat Representative (City of Bradford MBC)
	Cllr Andrew Carter	-	Conservative Representative (Leeds City Council)
	Cllr Stephen Baines	-	Conservative Representative (Calderdale MBC)
	Roger Marsh	-	Leeds City Region LEP
In attendance:	Cllr Keith Wakefield	-	Chair of WYCA Transport Committee
	Adrian Lythgo	-	WYCA
	Angela Taylor	-	WYCA
	Nick Winney	-	WYCA
	Angela Shearon	-	WYCA

34. Apologies for Absence

Apologies for absence were received from Councillors Keith Aspden, David Sheard and Tim Swift.

35. Declarations of Disclosable Pecuniary Interests

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

36. Exclusion of the Press and Public

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

37. Minutes of the Meeting held on 23 July 2015

Councillor Sunderland requested that the minutes be amended as follows:-

Minute 27 (Leeds City Region Growth Deal Delivery Update)

Members requested that a further column be included in the dashboard to show the RAG rating of community benefits.

Minute 31 (Budgets for LEP Projects and Programmes)

That minute (ii) be amended to refer to 'community interest bodies' not 'authorities'.

Resolved: That, subject to the amendments detailed above, the minutes of the meeting of the WYCA held on 23 July 2015 be approved and signed by the Chair.

38. Leeds City Region Growth Deal Delivery and Budget Allocation Process

The Authority considered a report which provided an update on the delivery of the Growth Deal and the West Yorkshire plus Transport Fund (WY+TF) and on the position concerning the reallocation of Growth Deal expenditure in 2015/16.

Growth Deal Delivery and Expenditure Re-allocation 2015/16

Members were given an update on delivery of the Growth Deal and the West Yorkshire plus Transport Fund and noted the significant delivery to date on projects such as the Wakefield Eastern Relief Road, the Business Growth Programme and capital investment in further education colleges. It was reported that developments on two of the Growth Deal projects (Biovale and York Central flood alleviation) had put planned investment in 2015/16 at risk.

As discussed at the July meeting, due to delays and changes to projects originally identified, there was a sum of £4.2m to be re-allocated within the current year and the Authority agreed to reallocate £3.9m to new projects. Members' attention was drawn to the fact that if further Growth Deal funding was to be re-allocated within the current financial year in time for spend on any new projects by the end of March, decisions on the remaining £300,000 and the planned expenditure on Biovale and York Central would need to be taken quickly. The Investment Committee would be looking in detail at the progress of all Growth Deal projects, together with options to re-allocate funding and recommendations would be brought to the next meeting of the Authority.

Growth Deal Expenditure Allocation 2016/17

It was reported that the City Region had been given a provisional Growth Fund allocation of £127.7m for 2016/17. It was a matter for the LEP and the Authority to decide how the money would be allocated to specific projects and programmes, although it was acknowledged that some of the funding was already committed as a result of decisions on multi-annual projects already taken. The Investment Committee would be considering in detail each of the projects and programmes highlighted in green in Appendix 2 of the submitted report over the course of its next few meetings and would be bringing forward recommendations to the Authority on whether, and in what form, the projects should proceed, although given the pressures on the housing and regeneration allocation, the Investment Committee had recommended that first consideration be given to projects related to the City Regions' strategic development priorities.

Members stressed the need for absolute certainty on which schemes were in a position to move forward to ensure that the available funding was spent, particularly as there was no facility to carry-over any unspent allocation.

Resolved:

- (i) That the progress to date in delivering the Leeds City Region Growth Deal and other projects be welcomed.
- (ii) That a report be prepared for the next meeting outlining the latest position in respect of the Growth Deal budget for 2015/16 and presenting recommendations for budget re-allocation if required.
- (iii) That the outline of Growth Fund spending for 2016/17 detailed in Appendix 1 of the submitted report form the basis for next year's Growth Deal programme.
- (iv) That priority be given to the consideration of housing & regeneration projects due to commence in 2016/17 and subsequent years that come from the LEP's major strategic development priorities, as defined in the Strategic Economic Plan. Projects of lower strategic priority should only be considered once the major priority projects have been assessed and funds remain to be allocated.

39. West Yorkshire 'Plus' Transport Fund – Rail Package (Parking) Programme – Tranche 1 (Gateway 1)

The Authority considered a report on the progression through the Gateway process of the Rail Package (Parking) Programme – Tranche 1 (Gateway 1).

It was reported that as part of the West Yorkshire plus Transport Fund, a package of car park extensions at rail stations had been identified to enhance connectivity to, from and within West Yorkshire.

Members were informed that, in the interests of delivery, the programme had been split into two tranches with Tranche 1 consisting of four stations (Fitzwilliam, Horsforth, Mytholmroyd and South Elmsall) where there were no anticipated land ownership barriers. It was possible to commence construction of Tranche 1 during the 2015/16 financial year and approval was sought from the Authority to progress through Gateway 1 to Gateway 2.

It was reported that the remaining sites in Tranche 2 were subject to land acquisition issues. It was anticipated that those sites would be progressed for delivery within the first 3 years of the Fund being established subject to land ownership issues being resolved.

Councillor Baines asked whether the access road to Mytholmroyd station would be upgraded at the same time as the extension work took place on the car park and confirmation was given that this would be done.

Resolved:

- (i) That progression of the Rail Package (Parking) Programme – Tranche 1 through Gateway 1 be endorsed.
- (ii) That the allocation of £137,000, to be funded through Local Growth Deal Funding, to allow the preparation of detailed design, and the development of a full detailed business case for the Tranche 1 station car park extensions be approved.

40. Planning Review

The Authority considered a report which presented the findings of the Planning Review conducted by Leeds City Region Planning Portfolios Board.

At its meeting in September 2014, the Authority had requested that a review be carried out to explore and develop options on the potential roles of the WYCA and Leeds City Region LEP in adding value to the Duty to Cooperate, planning processes and strategic planning. The WYCA, LEP and local planning authorities had previously demonstrated a commitment to work collaboratively on planning issues through adoption of a Statement of Cooperation which had been supported by Government.

The Planning Review had now been completed and a full set of draft recommendations were set out in the submitted report and had been discussed and agreed with Leeds City Region Authorities in advance of the meeting. Key recommendations included:-

- WYCA to provide formal consultation responses at publication draft stage in the preparation of local development plans;

- In addition to ongoing comments on detailed transport matters, WYCA to also comment on planning applications from a strategic perspective, on an exception basis;
- WYCA to implement resource-sharing activity relating to minerals and waste;
- The potential for further joint working opportunities should be explored;
- Introduction of a spatial element to the SEP.

Members welcomed the review and in particular the potential arising from it to strengthen joint working arrangements and shared resources on planning matters, including identifying potential cost savings and efficiencies at a time of diminishing resources within local planning authorities. However, comment was made that, in implementing the recommendations of the review, it was important to ensure that the WYCA was involved at the appropriate level and not become involved in minor planning issues.

Resolved:

- (i) That the recommendations of the LCR Planning Portfolios Board in relation to enhanced strategic planning and enhanced supporting roles for WYCA be approved.
- (ii) That the Leeds City Region Statement of Cooperation be updated with the agreed recommendations
- (iii) That a report be prepared for a future meeting of the WYCA on progress in implementing the recommendations.
- (iv) That any proposals for further enhanced roles, taking into account any devolution proposals by the Combined Authority/LEP, be brought back to the WYCA for consideration and decision.

41. Governance and Audit Committee Recommendations

The Committee considered a report on decisions recommended by the Governance and Audit Committee at its meeting held on 28 July 2015.

The following were recommended to the Authority for consideration and formal approval:-

- **Internal Audit Quality Assurance and Improvement Programme (QAIP)**

The QAIP sets out the way in which Internal Audit will ensure it has robust assessment processes in place.

- **Review of internal control and of the effectiveness of internal audit**

The Governance & Audit Committee had considered the statutory annual review of internal control arrangements and the effectiveness of internal audit alongside the Internal Audit Annual Report for 2014/15 which provided an opinion that the frameworks were 'operating adequately'.

- **Approval of Annual Accounts 2014/15**

The Governance & Audit Committee had considered the first set of Annual Accounts of the Authority; there were no material issues arising during the audit that required any changes to the figures and a "clean" audit opinion was expected to be issued.

Resolved:

- (i) That the Internal Audit Quality Assurance and Improvement Programme be approved.
- (ii) That the conclusions of the review of internal control and the effectiveness of internal audit be confirmed.
- (iii) That the annual accounts for the WYCA for 2014/15 and the treasury management statement be approved.

42. Request to Change Overview and Scrutiny Committee Standing Orders

The Combined Authority considered a request from the Overview and Scrutiny Committee to amend Standing Orders in relation to call-in arrangements.

At its meeting on 23 July, the Overview & Scrutiny Committee considered the arrangements in place in the Scrutiny Standing Orders to enable them to call-in decisions of the Combined Authority and Transport Committee. It was felt that the time permitted to register a decision to call-in, given the need to co-ordinate such a decision across members from more than one District Council, was insufficient.

The Committee requested that the Authority give consideration to extending the 3 days required for registering a call-in to 5 working days.

Resolved: That the timescale for registering a call-in be extended from 3 to 5 working days.

43. Sustainable Urban Development Strategy

The Authority considered a report on progress made to date on developing the Sustainable Urban Development strategy for West Yorkshire & York.

It was reported that, at its meeting in July, the Authority agreed to act as the 'Intermediate Body' to oversee the Sustainable Urban Development (SUD) Strategy for West Yorkshire & York thereby allowing some devolved control over how a proportion (£17m) of the existing 2014-20 allocation of EU funding would be spent. Devolution of the entire European Structural and Investment Funds (ESIF) budget was one of the City Region's 'devolution asks' in current negotiations with Government.

Since the July meeting of the Authority, work to develop the SUD strategy document, which would guide how the funding would be allocated, had continued. The strategy, which would be in line with the existing Strategic Economic Plan and the ESIF strategy, was on course to be submitted by the Government's deadline of 25 September.

Members welcomed the opportunity to be able to determine where some of the existing funding allocation would be spent. Concerns were, however, shared about the long standing and ongoing debate about access to European funding and the ongoing delays in approving the start of the programme, which has affected cities across the UK.

Resolved: That the LEP Director oversees the submission of the SUD strategy to government, in consultation with the Chair of the Investment Committee.

44. Leeds City Region Strategic Economic Plan Revision

The Authority considered a report on the decision of the LEP Board to revise the Leeds City Region Strategic Economic Plan (SEP).

It was reported that the SEP, published in March 2014, had been created in response to a request from government for each LEP to produce a SEP that served as both a statement of its economic strategy and a bidding document for an allocation of the £12bn Local Growth Fund. The LCR SEP was regarded as one of the best 3 in the country and had been the basis of the six year £627m Growth Deal settlement received to date along with the additional award of £420m to support the West Yorkshire plus Transport Fund from 2021-35.

Members were informed that although there was no requirement from government for any LEP to update or revise their Plan, it had been agreed by the LEP Board that an update would be valuable particularly as the political and policy context had moved on with the emergence of the Northern Powerhouse, Transport for the North and devolution negotiations with government, together with fast moving economic changes. It was considered to be important to update the SEP to ensure that the City Region's policies were based on the most reliable and up-to-date evidence.

Members considered the outline timetable for revision of the SEP which would include a period of public consultation with an anticipated publication date of a revised Plan by March 2016. In parallel with the revision of the SEP, the Authority is

also developing a revised Single Transport Plan for West Yorkshire and efforts would be made to ensure that consultations for the SEP and the Single Transport Plan were co-ordinated and complementary.

Members were keen to ensure that there was a mechanism in place for them and members of the Authority's committees to comment on, and feedback into, the revised SEP.

Resolved:

- (i) That the decision of the LEP Board to revise the Leeds City Region Strategic Economic Plan be endorsed.
- (ii) That a revised draft of the SEP be brought back to the Combined Authority at a future date for comment/feedback.

45. Transport for the North

The Authority considered a report which provided an update on Transport for the North (TfN).

As Members were aware, work had been ongoing with other transport authorities across the north of England on development of Transport for the North. Following publication of the report 'The Northern Powerhouse: One Agenda, One Economy, One North' in March 2015, work had been progressing to develop a more detailed strategy for publication in spring 2016.

It was reported that TfN were focussing on the long term transformational changes to connectivity. Members were provided with updates on the various work streams including new east-west road and rail links, options for a more integrated Leeds station, and the development and early implementation of integrated and smart ticketing across the North. The work stream priorities for 2015/16 were set out in Appendix A to the submitted report. Members welcomed the vital work on inter-region connectivity and stressed the importance of integrated, smart ticketing.

The need to continue to make the case for electrification of the TransPennine route was recognised and members were informed that Cllrs Wakefield, Box and Green had written jointly to the Secretary of State seeking a meeting to set out the strong case for lifting the pause.

Members noted that work was in progress to establish Transport for the North on a statutory footing; an interim Chief Executive and Chair for TfN were being recruited and it was planned to start recruiting full time permanent staff. Options would be developed for a permanent base for TfN, potentially through a bidding process and, building on Rail North's location in Leeds, there would be an opportunity to make a case for the permanent base to be in the Leeds City Region. Furthermore, a

submission was being made to the government's Comprehensive Spending Review seeking a substantial future budget for TfN development costs.

Councillor Box informed the Committee of the need for northern authorities to work collectively as a 'Council for the North' and that WYCA would lead on this. It was suggested that a conference of these councils be held in Leeds, led by WYCA, and that Transport for the North could be at the heart of this.

With reference to Rail North, members were informed that arrangements were in place for staff to relocate to Wellington House in November and that David Hoggarth had been appointed as Rail North Director.

Resolved:

- (i) That progress on Transport for the North be noted.
- (ii) That the opportunities for WYCA to shape the work to ensure that it benefits the whole city region and to make the case for hosting the new organisation be noted.
- (iii) That David Hoggarth be congratulated on his appointment as Director of Rail North.

46. WYCA Medium Term Financial Strategy

The Authority considered a report on the development of the medium term financial strategy and a number of additions to the agreed budget following the award of further funding to the Leeds City Region Enterprise Partnership.

It was reported that the Finance Working Group had been overseeing a programme of work to ensure that in integrating the functions of the former West Yorkshire Integrated Transport Authority with the economic activities of the Leeds City Region Enterprise Partnership, the combined budgets were put to best use and met the needs of the enhanced and enlarged West Yorkshire Combined Authority.

Members were given an update on the work which had been carried out to date by the Group in reviewing the transport budgets with work in progress on the reserves strategy, treasury management policy and consequences of reducing spend. This had begun to shape a medium term financial strategy for the next 3 years which would need to reflect the funding required to support increased activities including devolution, rail, Growth Deal delivery and the West Yorkshire plus Transport Fund. Members noted that the use of reserves may be required to manage the increase in the short term but longer term savings would be needed if the funding received from the District Councils was not increased further than that required for the Transport Fund. Members acknowledged that the Group were looking at the reserves strategy and would in due course welcome further clarity on the level and use of reserves as well as clarity on changes in staffing levels.

A summary of the planned expenditure and funding for the next 3 years for the revenue and capital budgets was attached at Appendix A to the submitted report. It was reported that the LEP had successfully secured further funding for the following projects which required formal approval of the Authority:-

- Enterprise Adviser Continuation
- West Yorkshire and York Broadband Programme
- Central Heating Fund
- Apprenticeship Grant for Employers (AGE)

Resolved:

- (i) That the work to date on the development of the medium term financial strategy be noted.
- (ii) That the following budgets be approved:
 - (a) £150,000 for the Enterprise Adviser Continuation Phase 1;
 - (b) £7,252,733 for the West Yorkshire Broadband Phase 2;
 - (c) £2,300,000 for the Central Heating Fund;
 - (d) An increase in the Apprenticeship Grant for Employers to take it to £2,392,500, to be funded as set out in the submitted report.

47. Minutes of the meetings of the Transport Committee held on 12 June 2015 and 31 July 2015

Resolved: That the minutes of the meetings of the Transport Committee held on 12 June 2015 and 31 July 2015 be noted.

48. Minutes of the meeting of the West Yorkshire & York Investment Committee held on 6 July 2015

Resolved: That the minutes of the meeting of the West Yorkshire & York Investment Committee held on 6 July 2015 be noted.