



West  
Yorkshire  
Combined  
Authority

Tracy  
Brabin  
Mayor of  
West Yorkshire

**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 1 FEBRUARY 2024 AT COMMITTEE ROOM 1,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Jane Scullion	Calderdale Council
Councillor Cathy Scott	Kirklees Council
Councillor James Lewis	Leeds City Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Alan Lamb	Leeds City Council
Mandy Ridyard	West Yorkshire Business Board
Councillor Stewart Golton (Substitute)	Leeds City Council

**In attendance:**

Ben Still (Chief Executive)	West Yorkshire Combined Authority
Alan Reiss (Chief Operating Officer)	West Yorkshire Combined Authority
Simon Warburton (Executive Director)	West Yorkshire Combined Authority
Melanie Corcoran (Director)	West Yorkshire Combined Authority
Sarah Eaton (Director)	West Yorkshire Combined Authority
Angela Taylor (Director)	West Yorkshire Combined Authority
Caroline Allen (Deputy Director)	West Yorkshire Combined Authority
Fatima Khan-Shah (The Mayor's Inclusivity Champion)	West Yorkshire Combined Authority
Ben Kearns (Committee Services Officer)	West Yorkshire Combined Authority

**1. Apologies for Absence**

Apologies for absence had been received from Councillor Sue Holdsworth (Calderdale Council), Councillor Denise Jeffery (Wakefield Council) and Councillor Claire Douglas (York Council).

Councillor Stewart Golton (Leeds Council) attended the meeting in place of Councillor Sue Holdsworth.

**2. Declarations of Disclosable Pecuniary Interests**

Councillor Scullion declared an interest in concessionary fares as she was in receipt of one for senior citizens.

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

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

**4. Minutes of the Meeting of the Combined Authority held on 7 December 2023**

**Resolved:** That the minutes of the meeting of the Combined Authority held on 7 December 2023 be approved as a correct record.

**5. Business Planning and Budget 2024/25**

The Combined Authority considered a report of the Director of Finance and Commercial Services setting out the budget and business plans for 2024/25.

The difficult financial context for both the Combined Authority and Local Authorities was considered in setting the budget and it was noted that the proposals included that the transport levy would be frozen.

Councillor Lamb proposed that the transport levy be reduced by £10m and a commitment that £7.5m of unallocated gainshare funding be distributed to the Local Authorities to mitigate their budgetary pressures. Members voted on the proposed amendment to recommendation 10.5 in the submitted report. The amendment was rejected by majority vote.

It was reported that £51m had already been redistributed to partner Councils from the West Yorkshire Plus Transport Fund reserve. Members discussed the role of the Combined Authority in progressing a strategic transformative vision for the region as well as the need for longer term funding from Government for Local Authorities.

Members discussed the budget implications of Bradford Interchange Bus Station which would be monitored and reported as part of the regular finance updates to the Finance, Resources, and Corporate Committee.

Members voted on the budget, which was passed with Councillor Lamb and Councillor Poulson voting against, and Councillor Golton abstaining.

**Resolved:**

- i. That the 2024/25 Business Plans be approved.
- ii. That the revised outturn revenue budget for 2023/24 be approved
- iii. That the proposed revenue budget for 2024/25 be approved.
- iv. That the indicative capital programme and funding for 2023/24 - 2026/27 be approved.
- v. That, in accordance with the powers contained in the Local Government Finance Act 1988 (as amended) and by virtue of article 9(6) of the West Yorkshire Combined Authority Order and the Transport Levying Bodies Regulations 2015 (as amended), a levy of £102 million

be determined for the year ended 31 March 2025.

- vi. That the Director, Finance and Commercial Services be authorised to issue the levy letter in respect of the financial year ending 31 March 2025 to the five District Councils in West Yorkshire.
- vii. That a payment of £4,099,410 be made to the five District Councils in accordance with Table 3 of the submitted report.
- viii. That authorisation be given to the Director, Finance and Commercial Services to arrange appropriate funding for all expenditure in 2023/24 and 2024/25 subject to statutory limitation, including the most appropriate application of capital funding as set out in the report.
- ix. That the capitalisation approach set out in the paper be approved.
- x. That the adoption of the CIPFA Code of Practice for Treasury Management in Public Services be reaffirmed.
- xi. That the treasury management policy as set out in Appendix 6 of the submitted report be approved
- xii. That the prudential limits for the next three years as set out in Appendix 6 of the submitted report be adopted.

## **6. UK Shared Prosperity Fund**

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence on the progress made on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply, and the Rural England Prosperity fund.

Members discussed the need to further promote the rural investment fund to ensure an increase in successful applicants.

### **Resolved:**

- (i) That progress made on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply and the new Rural England Prosperity Fund (“The Rural Fund”) be noted.
- (ii) That approval be delegated to the Chief Executive, in consultation with the Mayor, to authorise the final list of successful projects selected in response to the UKSPF Pillar 3: People and Skills Invitation to Bid following the conclusion of the assessment process and endorsement from the UKSPF Local Partnership Group to a maximum of £10,000,000, to allow delivery to commence April 2024.
- (iii) That the progress on delivering the Rural Fund, as outlined at paragraph 2.24 of the submitted report be noted and the changes to the operating model set out at paragraph 2.30 be noted.

## **7. Level 4 Devolution**

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence providing an update on the West Yorkshire response to the Level 4 Devolution Framework and the submission to Government.

Members discussed the opportunities presented by the Level 4 Devolution Framework and noted that an initial application had been submitted to Government by the deadline of 31 January.

### **Resolved:**

- i. That the recent publication of the Government's Level 4 Devolution Framework setting out guidance and the powers and flexibilities on offer through a Level 4 Devolution Deal be noted.
- ii. That the work that has taken place across the partnership to consider the opportunities presented through the Level 4 Devolution Framework and the activity undertaken to develop the West Yorkshire response be noted.
- iii. That the ongoing Scrutiny Protocol review and the report due for submission to the 14 March 2024 Combined Authority meeting be noted.
- iv. That the Deputy Director of Legal, Governance and Compliance be authorised to convene an Independent Remuneration Panel to make any recommendations to the Combined Authority arising from the conclusions of the Scrutiny Protocol review.

## **8. Project Approvals**

The Combined Authority discussed two reports, one on Cross-Cutting Project Approvals and another on Transport Project Approvals, for consideration.

### **(a) Cross-Cutting Project Approvals**

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence setting out a scheme of £15m capacity funding for local councils to provide continued support to new and existing teams to progress economic development work and pipeline development.

### **Resolved:**

(a) That:

- i. The Combined Authority approve the change request to the

Gainshare Capacity Funding scheme to increase funding by £15,000,000 to 26,400,000, allocated by partner councils as shown below, extend the programme by one year to 31 March 2026, and that work continues on activity 5 (delivery).

- Bradford Council           £3,486,000
- Calderdale Council       £1,318,500
- Kirklees Council           £2,764,500
- Leeds Council             £5,178,000
- Wakefield Council       £2,253,000

ii. That the Combined approve the total scheme value of £26,400,000, allocated as detailed below.

- Bradford Council           £5,376,000
- Calderdale Council       £3,208,500
- Kirklees Council           £4,654,500
- Leeds Council             £7,068,000
- Wakefield Council       £4,143,000
- Combined Authority     £1,950,000

iii. That the Combined Authority enters into a contract variation to the existing funding agreements with each of the partner councils for expenditure as detailed in paragraph (ii) above.

iv. That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and, where required, any change requests are delegated to the Finance, Resources and Corporate Committee subject to the scheme remaining within the tolerances outlined in the report.

## **(b) Transport Project Approvals**

The Combined Authority considered a report of the Director of Transport Policy and Delivery on proposals for progression of, and funding for, projects under Investment Priority 5 within the West Yorkshire Investment Strategy (WYIS).

The report detailed the process and outcomes of a review of Kirklees schemes to be funded by the West Yorkshire Plus Transport Fund (WY+TF) and set out recommendations for revised scheme allocations.

Councillor Lamb abstained from the recommendation.

**Resolved:**

That:

- (a) The Combined Authority approve the change request to revise the current Combined Authority funding for the Kirklees projects in the WY+TF, detailed in the table below:

<b>Project &amp; Assurance Stage</b>	<b>Current Approval</b>	<b>Revised Approval</b>	<b>Funding Change</b>
M2D2L (Mirfield to Dewsbury to Leeds) (OBC)	£1,335,000	£1,345,000**	£10,000
A629 Halifax Road Phase 5 (FBC)	£10,546,347	£13,801,870*	£3,255,523
Huddersfield Southern Corridors (excl. Q'gate) (FBC)	£10,315,765	£12,087,660*	£1,771,895
North Kirklees Orbital Route (Pipelined at OBC)	£248,000	£283,409**	£35,409
Holmfirth Town Centre Action Plan (FBC)	£5,173,821	£14,370,426*	£9,196,605
A62 Smart Corridor (In delivery)	£8,350,000	£15,415,496**	£7,065,496
CityConnect Ph3 - Huddersfield town centre (Paused at OBC)	£180,000	£282,333**	£102,333
A629 Fenay Lane (To pause at OBC submission)	£600,000	£750,000**	£150,000

\* = Revised Indicative approval

\*\* = Revised Full Approval

- (b) The A62 to Cooper Bridge scheme submits a change request to provide details of how the scheme is proposed to be progressed with reduced funding, detailing the change to project scope, costs and delivery, in order to determine a new indicative Combined Authority funding allocation. A revised outline business case then be developed and submitted to the Combined Authority.
- (c) The Kirklees Council contribution to the WY+TF schemes is reduced by £6,547,750 from £13,067,803 to £6,520,053.
- (d) The Combined Authority enters into addendums to the existing funding agreements with Kirklees Council for expenditure up to the revised full approval amounts detailed for the individual schemes in the above table.
- (e) Individual scheme cost tolerances are re-baselined against the updated costs included in the submitted report.
- (f) No further approvals for the funding changes requested will be required through the Assurance Framework and projects will continue on their approval pathways and routes to the next decision point.

## **9. Inclusivity Champion Workplan**

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence and received a presentation from Fatima Khan-Shah, the Combined Authority's Inclusivity Champion, providing detail of recent activity undertaken in support of the workplan.

The Mayor introduced The Inclusivity Champion, Fatima Khan-Shan, to the meeting. Before proceeding to the item, The Mayor explained that she would need to leave the meeting early. As such, she handed over the responsibility of chairing the meeting to The Deputy Mayor, Councillor Lewis. The Deputy Mayor then presided over the remaining business and invited The Inclusivity Champion to proceed with her presentation.

The Inclusivity Champion, Fatima Khan-Shan, opened her remarks with excitement about the opportunity to discuss ongoing activities and build new relationships. She provided context on the role of the Inclusivity Champion within the West Yorkshire Health and Care Partnership and the Combined Authority, emphasising her aim to address mutual issues through partnership. She highlighted the importance of recognising structural inequalities in all endeavours and maximising impact through connected ways of working.

The Inclusivity Champion discussed the partnership's focus areas, including economic growth, climate emergency response, and tackling structural inequalities. She emphasised the need for a diverse workforce reflective of the

community to build trust and improve outcomes and underscored the importance of advocating for social justice and supporting underrepresented groups in decision-making processes.

The Inclusivity Champion outlined five key areas of focus: supporting grassroots organisations, influencing decision-making processes, promoting diversity in the workforce, advocating for social justice, and amplifying voices of seldom-heard communities. She emphasised the need for inclusive leadership and the role of senior leadership in supporting inclusive practices.

The revised work plan aimed to clarify the role of the inclusivity champion and demonstrate the added value of inclusivity initiatives. The Inclusivity Champion highlighted ongoing efforts to engage partners, support existing work programs, and champion inclusive workforce practices, such as the Fair Work charter and the inclusive recruitment toolkit.

In conclusion, the Inclusivity Champion emphasised the importance of demonstrating impacts through ongoing initiatives and fostering collaboration across diverse stakeholders. She invited participation in upcoming events and reiterated the commitment to creating a fairer and more inclusive West Yorkshire.

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

## **10. Committee Membership**

The Combined Authority considered a report of the Chief Operating Officer setting out changes to committee nominations and membership.

It was verbally reported that, following publication of the agenda papers for the meeting, Kirklees Council had provided nominations to vacancies on the Transport Committee and Economy Scrutiny Committee which Members were asked to consider.

**Resolved:**

- (i) That deputy chairs be appointed to the Climate, Energy & Environment Committee and Place, Regeneration & Housing Committee in accordance with the nominations set out in paragraph 2.3 of the submitted report.
- (ii) That the Combined Authority note the change to Kirklees Council's nomination to the Culture, Heritage and Sport Committee as set out in paragraph 2.6 above.
- (iii) That the Combined Authority note the termination of Kirklees Council member appointments to the Transport Committee and Economy Scrutiny Committee as set out in paragraph 2.7 above.
- (iv) That Councillor Matthew McLoughlin be appointed as Transport Committee Transport Engagement Lead for Kirklees and that Councillor Yusra Hussain be appointed as a member of the



**11. Minutes for Information**

The report had informed members of the Combined Authority about the minutes and notes from recent committee meetings, which were available on the website. Members could access these documents for reference and information.

**12. Date of the Next Meeting**

It was noted that the next meeting of the Combined Authority was scheduled to be held on Thursday 14 March 2024.