

Name of meeting Cabinet
Date 13 November 2018
Title of report West Yorkshire plus Transport Fund Scheme Update

Purpose of report

To report progress made to date on our West Yorkshire plus Transport Fund (WY+TF) scheme programme and to set out the governance arrangements for the processing of grants and funding.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by Strategic Director & name	Karl Battersby – 25 October 2018
Is it also signed off by the Service Director - Finance?	Eamonn Croston – 5 November 2018
Is it also signed off by the Service Director - Legal Governance and Commissioning?	Julie Muscroft - 5 November 2018
Cabinet Member Economy	Cllr Peter McBride Strategic Planning Regeneration and Transport Cllr Naheed Mather Strategic Housing, Regeneration and Enforcement

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

1. Summary

- 1.1 Progress reports are provided for our West Yorkshire Transport Fund (WY+TF) schemes currently in development. The intention is to provide regular updates on progress of the WY+TF.
- 1.2 The report sets out the Kirklees Governance Process which is used to seek sign off for funding / grant approvals. The Governance Process (Appendix 1) is administered by Transportation and Major Projects under the direction of the Major Projects Board which is chaired by the Strategic Director Economy and Infrastructure.
- 1.3 For each of our WY+TF schemes this report gives
 - a brief scheme update;

- the Combined Authority's Assurance Process Activity the scheme is currently at (Appendix B),
- the approved funding to date and its status, and
- the next steps.

2. Information required to take a decision

- 2.1 Kirklees, together with the other four WY district councils, the WY Combined Authority and York, have created a government funded West Yorkshire plus Transport Fund that will facilitate major investment in transport to create an environment where economic growth will occur across WY. This is to be achieved through the delivery of two complementary packages of schemes

Core Projects

Projects which are the catalysts and enablers of change, have the greatest direct short term economic impact (in terms of jobs supported per £ invested), and self-generate further funding to reinvest in more transformational projects.

Gateway Schemes

Schemes that improve the entry to our cities and towns and will often involve significant partner investment.

- 2.2 In July 2014, the Government announced that the West Yorkshire Combined Authority had secured funding to establish a £1bn fund over 15 years.

Funding for the first 6 years has been secured from the Government but the following 9 years funding is dependent upon successful delivery of the WY+TF programme and corresponding economic growth during the initial 5 years which equates to circa £420m of spend.

- 2.3 As a result of this challenging timeframe focus for the WY+TF is now firmly on scheme delivery. Updates are given for all the Kirklees schemes detailed in Table 1.
- 2.4 For each of our transportation schemes there is an agreed Assurance Process that each and every scheme has to go through. The Assurance Process (Appendix 1) is administered by the West Yorkshire Combined Authority (WYCA) Portfolio Management Office.
- 2.5 To date Cabinet has received three reports which relate to the West Yorkshire plus Transport Fund.
- 2.6 On 9th February 2016 Cabinet approved the 'West Yorkshire Transport Fund – Scheme Principles' report which highlighted a number of key highway design principles that could be used as a basis for the design and development of the Kirklees WY+TF schemes, these were
- Balancing strategic needs against local concerns;
 - Creating "Gateways" for our main town and urban centres;
 - The acquisition/appropriation of land for highway purposes;
 - The future use and management of the road-space of our key transport corridors; and

- The environmental and economic benefits of greening up our key transport corridors (Green Streets).
- 2.7 On 22nd August 2017 Cabinet agreed to underwrite land acquisition costs until finance is subsequently secured from WY+TF and costs reimbursed. As a consequence of this decision a rolling 'WY+TF Land Acquisition Fund' has been set up in the Council's Capital Plan.
- 2.8 On 17th December 2017 Cabinet received a scheme update together with an introduction to the Assurance Process (administered by the West Yorkshire Combined Authority) which all WY+TF schemes must follow.

Scheme updates

2.9 Halifax - Huddersfield A629 corridor – Phase 5

- 2.9.1 A629 Phase 5 forms a later phase of an infrastructure investment programme of projects to the entire A629 corridor from Halifax to Huddersfield. All other phases are being delivered by Calderdale Council. Phase 5 covers the sector of the A629 between Huddersfield ring road and Ainley Top roundabout. Works in this phase will include improvements to
- Blacker Road / Edgerton Grove Road/New North Road / Edgerton Road Junction;
 - East Street / Birkby Road/Halifax Road Junction (Cavalry Arms Junction);
 - The highway between Cavalry Arms to Birchencliffe Hill; and
 - Yew Tree Road to Ainley Top Roundabout.
- 2.9.2 The scheme is in Stage 4 of the Assurance Process. The Strategic Outline Business Case (OBC) - Activity 3 which set out the need for intervention (the case for change) was formally approved on 10th March 2018.
- 2.9.3 As part of the OBC process preferred scheme options were developed and consulted on. As a result representations made during consultation events held in June 2018 scheme layouts were refined.
- 2.9.4 To achieve the required level of benefits (shorter route journey times and reduced congestion) it is necessary to acquire some third party owned land / property to facilitate improvements to the highway.
- 2.9.5 A report 'WY+TF A629 Halifax Road - Phase 5 Scheme Approval and progression of Compulsory Purchase Order process ("CPO") Resolution' is due to be considered by Cabinet at the 16 October 2018 meeting. The report seeks approval for the making of a CPO and permission to implement the road improvements, subject to FBC approval and the securing of any necessary Traffic Regulation Orders.
- 2.9.6 The approval of our OBC released £4.113m of funding to progress the project to Full Business Case – Activity 4 (FBC). The funding will be released will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to

accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.9.7 The FBC stage will now see the project progress through detailed design to tender stage for construction of the works. Providing that the project remains Value for Money, after return of tenders, then the project will likely achieve FBC approval where funds will be released to construct the scheme.

2.9.8 The target date for the FBC is May 2019. The outturn cost of the scheme is currently estimated at £12.09m, to be met from the WY+TF programme. Delivery of the scheme is expected to be by 2021 at the latest.

2.10 **A62/A644 (Wakefield Road) Link Road**

2.10.1 The existing A62 / A644 Cooper Bridge junction comprises of a signalised three armed roundabout connecting the A62 Cooper Bridge Road (southern arm), the A644 Wakefield Road (western arm) and the A62 Leeds Road (eastern arm). The junction is congested in the AM and PM traffic peaks.

2.10.2 The A62/A644 (Wakefield Road) scheme is intended to address current and future vehicular demand in the area. A description of the scheme now being progressed through to OBC Activity 3 of the Assurance Process is as follows:

- Highway improvement works to the junction of Bradley Road / Colne Bridge Road (incorporating Oak Road);
- Construction of the Link Road (Bradley to the A644 Wakefield Road);
- Highway improvement works to the junction of A62 Cooper Bridge Road, A644 Wakefield Road, A62 Leeds Road (incorporating the 'Three Nuns' junction) to form a Gateway to Huddersfield; and
- Widening (in part) of the A644 Wakefield Road.

2.10.3 The target date for submission of the OBC is February 2019. Further funding to continue development of the scheme through to FBC will be sought and included as part of the OBC.

2.10.4 Formal approval of our OBC will release funding to progress the project to Full Business Case (Activity 4). The funding will be released will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.10.5 At this stage in the design process three route options/ configurations are being looked at in some detail. Regardless of which option is favoured there will be a necessity to acquire some third party owned land/property thus it is highly likely that a report will be brought for Cabinet to consider.

2.10.6 Detailed scheme consultation with ward members, affected land owners and key stakeholder's will follow in the near future. Scheme

engagement is planned for December 2018. There is likely to be some engagement with public and Members in Calderdale as the scheme potentially crosses into the Calderdale administrative boundary.

2.10.7 The overall scheme budget for the works is £77 million to be largely met from the WY+TF programme. The scheme is expected to be in construction during 2022 and be delivered by 2023.

2.11 **A62 Leeds Road Smart Corridor Phase 1 - Huddersfield (Corridor Improvement Package)**

2.11.1 Phase 1 of the corridor improvements starts at the junction of Huddersfield Ring Road / Southgate / Northumberland Street and ends at the junction of A62 / Old Fieldhouse Lane, a corridor length of approximately 2km.

2.11.2 The scheme will involve large scale modifications to the following junctions

- Huddersfield Ring Road / Southgate / Northumberland Street;
- Leeds Road / Lower Fitzwilliam Street / Gasworks Street;
- Leeds Road / Thistle Street / Hillhouse Lane; and
- Leeds Road / Old Fieldhouse Lane.

2.11.3 The scheme provides capacity improvements to the individual junctions, the removal of the Great Northern Street gyratory, on-road cycle provision, enhanced bus stop improvements and the inclusion of Green Infrastructure.

2.11.4 The Strategic Outline Business Case (OBC) was approved by Investment Committee on 5th September 2018. Formal approval for the OBC by the Combined Authority was given on 11th October 2018. The scheme is at Activity 4 of the Assurance Process.

2.11.5 The outturn cost of the scheme is currently estimated at £8.756m, £7.906 million to be met from the WY+TF programme and the remainder subject to a successful bid outcome to the European Regional Development Fund. Delivery of the scheme is expected to be by the end of 2020 at the latest.

2.11.6 Formal approval of our OBC has released £0.605m of funding to progress the project to Full Business Case plus Costs (Activity 5). The funding will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.11.7 Detailed consultation on the preferred scheme with ward members, key stakeholder's and the public is planned for November 2018 with the completed FBC due by March 2019. Delivery of the scheme is expected to be by the end of 2020 at the latest.

2.13 **Holmfirth Town Access Plan (Corridor Improvement Package)**

2.13.1 Victoria Street in the centre of town is one of the main areas for shopping activity whilst also providing the pedestrian connection to link

Huddersfield Road with Towngate. However Victoria Street is often congested as a result of it functioning as the main transport link between the A6204 and Towngate.

- 2.13.2 A scheme is being developed to reduce the amount of traffic currently using Victoria Street. This reduction will be facilitated by the provision of a new highway link. A number of options to provide this link are under consideration. The new link will allow for the dilution of traffic over a wider area thus reducing traffic congestion in and around Victoria Street, A6204 and Towngate for the benefit of all travel modes and allow for a much improved pedestrian environment not only on Victoria Street but within the wider area. It will be necessary to consider the important conservation and heritage elements of the town as part of the process.
- 2.13.3 A preferred option for the new highway link will emerge on the basis of a detailed economic assessment currently being undertaken. The total available scheme budget is £4.9m.
- 2.13.4 Detailed scheme consultation with ward members, any affected land owners and key stakeholders will follow in the near future. Full scheme engagement with the wider public and stakeholders is planned early in 2019.
- 2.13.5 Although all efforts will be made to avoid third party land it likely that some land / property acquisition will be required. The preference is for any land / property to be purchased by negotiation, if for any reason it cannot a separate report will be brought for Cabinet to consider such a proposal. Planning consent / listed building consent may be required.
- 2.13.6 Current programme timeline indicates that we will submit the OBC in February 2019. Delivery of the scheme is required by 2021 in order to secure the funding.
- 2.13.7 Formal approval of our OBC will release funding to progress the project to Full Business Case (Activity 4). The funding will be released will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.14 **Huddersfield Southern Gateways - HSG (Corridor Improvement)**

- 2.14.1 The physical severance impact of Huddersfield Ring Road on its southern side (Queensgate/Shorehead) is significant, resulting in poor connectivity for pedestrians and non-motorised forms of transport between the town centre and the surrounding area which includes the university campus.
- 2.14.2 Traffic congestion is also a problem at key “hotspot” junctions including Lockwood Bar and Folly Hall on the A616, Longroyd Bridge on the A62. A package of multi-modal transport improvements on the southern approaches to Huddersfield has the potential to transform this situation.
- 2.14.3 Huddersfield Southern Gateways will provide

- The right conditions for regeneration, growth and diversification of the local economy;
 - An increase in the capacity of the district's highway to accommodate the development outlined in the Kirklees Local Plan;
 - Reductions in journey times and congestion for vehicular traffic at key strategic junctions/pinch points; and
 - A sense of arrival into Huddersfield town centre.
- 2.14.4 Feasibility design work has been undertaken and costed for. At this stage in the process, HSG is likely to outturn at a cost estimate of £8.2m. Improvements are planned to Queensgate, Lockwood Bar, Folly Hall and Longroyd Bridge.
- 2.14.5 At Longroyd Bridge in order to increase junction capacity and therefore reduce congestion it will be necessary to widen Longroyd Lane. To facilitate this it will be necessary to demolish No's 1 to 7 Longroyd Lane which are listed. Discussions with Historic England on ongoing and planning permission will be required
- 2.14.6 To achieve the required level of benefits for HSG it will be necessary to manage some traffic movements and the on street parking of vehicles on parts of the scheme. We will utilise the Traffic Regulation Order (TRO) process to advertise and manage these changes.
- 2.14.7 Although all efforts will be made to avoid third party land it likely that some land/property acquisition will be required. The preference is for any land/property to be purchased by negotiation.
- 2.14.8 If issues any issues arise that cannot be resolved by officers in relation to 2.14.5, 2.14.6 and 2.14.7 then a separate report will be brought before Cabinet for a resolution.
- 2.14.9 Current timeline indicates that we will submit the OBC in late November 2018 with a decision expected from Investment Committee in February 2019. FBC submission is planned for Autumn 2019.
- 2.14.10 Formal approval of our OBC will release funding to progress the project to Full Business Case (Activity 4). The funding will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.
- 2.14.11 Construction must be underway by March 2021 in order to secure the funding. Detailed consultation with ward members, affected land owners and key stakeholder's will follow in the near future.
- 2.15 Mirfield to Dewsbury to Leeds (M2D2L)**
- 2.15.1 The A644 and A653 transport corridors from Mirfield into Dewsbury and through to Leeds are in scope for M2D2L.

- 2.15.2 An options report which has looked at both corridors has identified a short list of intervention options that merit further, more detailed work. The list has been agreed with Leeds City Council.
- 2.15.3 Each option will now be looked at in more detail to identify more detailed proposals. These will be then modelled to determine benefits.
- 2.15.4 An Expression of Interest (Activity 1) will be issued to the Combined Authority in late December. The outcome will be to determine the scope of M2D2L and the level of funding that will be required to deliver an aspirational package of measures.
- 2.15.5 Formal approval of our EoI will release funding to progress the project to Outline Business Case (Activity 3). The funding will be released to the Council, it will then need to be accepted. In accordance with the Governance Process, approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.
- 2.15.6 Current timeline indicates that we will submit the OBC in July 2019.

2.17 **North Kirklees Orbital Route (NKOR)**

- 2.17.1 The A644 and A638 are strategic transport corridors Kirklees. These key routes provide highway based connectivity between Dewsbury and its neighbouring towns of Brighouse, Halifax, Huddersfield and Wakefield.
- 2.17.2 Both corridors are often congested, travel times are slow and the journey time reliability of the overall route is poor.
- 2.17.3 The North Kirklees Orbital Route (NKOR) is a proposal for a new road scheme. The overall aim of the scheme would be to reduce congestion along both routes in particular the Kirklees neighbourhoods of Scout Hill, Ravensthorpe, Mirfield and Dewsbury in addition to Ossett, Horbury Bridge and Middletown in Wakefield.
- 2.17.4 Work is now underway to produce an Option Assessment Report which will help us to determine the viability of NKOR, this detailed report will address as a minimum the following requirements
- Define the geographical area to impact to be addressed by the intervention;
 - Present a sound body of analysis to provide evidence of the problems and challenges and need for intervention;
 - Document the process of option generation, sifting and assessment;
 - Summarise the headline results across all options considered and provide conclusions on the comparative performance of options; and
 - Identify the better performing options (including a low cost solution) to be taken forward for further more detailed appraisal.

- 2.17.5 A successful bid for feasibility funding has been made to WYCA. The £247,500 grant funding will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.18 **Huddersfield Station Gateway**

- 2.18.1 Huddersfield Station Gateway is an umbrella scheme that proposes a number of improvements both within the station curtilage and the immediate surrounding area. The proposals are

- Subway connection between the station and St George's warehouse;
- A new western entrance;
- A lift / stair tower which to provide direct pedestrian linkage from the western side to the town;
- Improved access arrangements (Highway / Cycling / Pedestrian);
- New parking; and
- Strategic land acquisition.

- 2.18.2 Delivery of Huddersfield Station Gateway is dependent upon a number of phases coming forward and subject to funding becoming available.

2.19 **Huddersfield Station Gateway (Phase 1)**

- 2.19.1 Phase 1 of Huddersfield Station Gateway seeks to deliver by 31 March 2021 additional eastern entrances at the station, improved access arrangements and strategic land acquisition.
- 2.19.2 WYCA has endorsed the council's Expression of Interest (EoI) for Phase 1 at £5.5m from the Growth Fund, and invited an Outline Business Case (Activity 3).
- 2.19.3 A successful bid for revenue funding for Phase 1 has been made to WYCA. The £115,000 grant funding will be released to the Council, it will then need to be accepted. In accordance with the Governance Process approval to accept this grant will be sought from the Chief Finance Officer and the Strategic Director Economy and Infrastructure.

2.20 **Huddersfield Station Gateway (Phase 2)**

- 2.20.1 WYCA has also endorsed a further £5m at the EoI stage for Phase 2 which is intended to provide match funding to support the aspirations emerging from the proposed Transpennine Route Upgrade (TRU).
- 2.20.2 Whilst TRU will likely involve some large scale improvements at the rail station it may not include all the aspirational package of measures we are seeking over and above Phase 1 (i.e. subway extension, new western entrance etc.) may be considered either in full or in part and included in either Phase 2 or subsequent works.

- 2.20.3 The Secretary of State is due to make an announcement on TRU in December 2018 after which Phase 2 and any subsequent Phases can be scoped.

2.21 **Kirklees Governance Process - Funding / Grant Approvals**

- 2.21.1 Appendix 1 sets out for Members the way in which submissions to the combined authority will be governed. This sets out the range of programme stages from project feasibility/development to delivery.
- 2.21.2 Importantly now that a Major Projects Board has been set up to oversee these projects there is now a clear sight of where approval to submit documentation resides, and what the process for drawing down funds from allocated from the West Yorkshire transport fund.
- 2.21.3 Part of the reason for this approach is to have a transparency in the process but to also ensure that procedures are efficient to allow projects to continue seamlessly through the various stages. As can be seen a number of decisions will be made with the strategic director and the portfolio holder.

3. **Implications for the Council**

3.1 **Early Intervention and Prevention (EIP)**

None

3.2 **Economic Resilience (ER)**

- 3.2.1 The West Yorkshire 'Plus' Transport Fund underpins growth by improving the City Region's roads and railways, connecting people to jobs, and goods to markets.
- 3.2.2 Good local and regional transport links underpin the development of business and the creation of new jobs. The fund is targeted at reducing congestion, improving the flow of freight and making it easier for people to commute to and from expected major growth areas.
- 3.2.3 Improved transport provision within Kirklees and to neighbouring towns and cities supports the district's economy. It will support the growth and diversification of the economy by encouraging sustainable access to employment and training opportunities.

3.3 **Improving Outcomes for Children**

None

3.4 **Reducing demand of services**

None

3.5 **Legal / Financial or Human Resources**

- 3.5.1 Legal

None as a consequence of this report but as scheme development progresses there will be a need for increased Legal Service involvement.

Legal Services have had sight of the Kirklees Governance Process - Funding / Grant Approvals and agreed the final drafting which is attached as Appendix 1.

3.5.2 Financial

The funding for the Kirklees scheme programme is being provided for by West Yorkshire Transport Fund in addition to some developer contributions.

Financial Agreements between Kirklees and WYCA are in place for each of our WY+TF schemes. These are updated as schemes progress from inception through to delivery.

Quarterly claims are made to WYCA to recover any expended scheme costs that occurred within the claiming period as detailed in the current Financial Agreement.

3.5.3 Human Resources

All staff time working hours spent on development and delivery of the Kirklees WY+TF programme of schemes is recoverable. This applies to both internal and external staffing resource.

4. **Consultees and their opinions**

- 4.1 This report has been to SLT, ET and LMT. A presentation of the report was given to Leadership Management Team (LMT) where it was well received. Economy Portfolio members were briefed on 29 October 2018.

5. **Next steps**

- 5.1 Continue with scheme development as detailed.

6. **Officer recommendations and reasons**

Cabinet is requested to

- 6.1 Note the Kirklees Governance process in relation the grants, funding and future cabinet approvals.
- 6.2 Note the progress made on scheme development to date.

7. **Cabinet portfolio holder's recommendations**

- 7.1 The report was discussed with the Economy Portfolio

Cllr Peter McBride
Strategic Planning Regeneration and Transport

Cllr Naheed Mather
Strategic Housing, Regeneration and Enforcement

8. **Contact officer**

- 8.1 Keith Bloomfield
Theme Lead Transport and Major Projects
(01484) 221000
keith.bloomfield@kirklees.gov.uk

9. **Background Papers and History of Decisions**

- 9.1 Cabinet approved report 'West Yorkshire Transport Fund – Scheme Principles' dated 9th February 2016
- 9.2 On 22nd August 2017 Cabinet agreed to underwrite land acquisition costs until finance is subsequently secured from WY+TF and costs reimbursed. As a consequence of this decision a rolling 'WY+TF Land Acquisition Fund' was set up in the Councils Capital Plan.
- 9.3 On 17th December 2017 Cabinet received a scheme update together with an introduction to the Assurance Process (administered by the West Yorkshire Combined Authority) which all WY+TF schemes must follow.

10. **Director responsible**

Karl Battersby
Strategic Director Economy and Infrastructure
(01484) 221000
Karl.battersby@kirklees.co.uk

Table 1 WY+TF schemes in programme

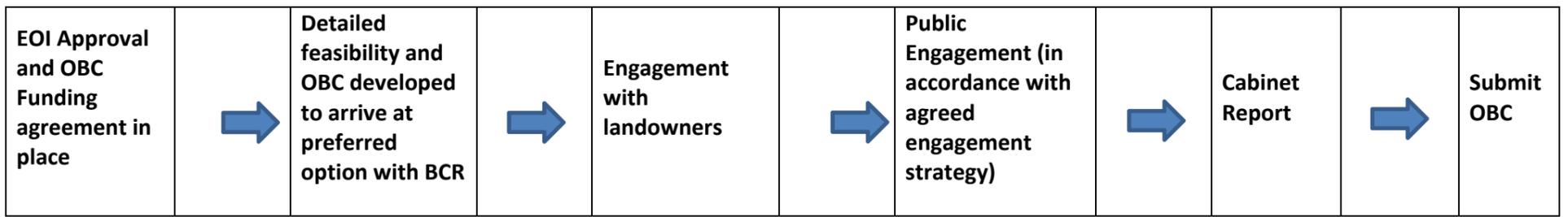
WY+TF Project name (Kirklees Schemes)	Type
Halifax - Huddersfield A629 Corridor (Phase 5)	Transportation Scheme
A62 to Cooper Bridge	Transportation Scheme
Corridor Improvement Package A62 Smart Corridor Phase 1	Transportation Scheme
Corridor Improvement Package Holmfirth Town Access Plan	Transportation Scheme
Corridor Improvement Package Huddersfield Southern Gateways	Transportation Scheme
Mirfield to Dewsbury to Leeds (M2D2L)	Transportation Scheme
North Kirklees Orbital Route	Study
Huddersfield Station Gateway Phase 1	Transportation Scheme
Huddersfield Station Gateway Phase 2	Transportation Scheme

Appendix 1

WY Combined Authority Projects

Kirklees Governance Process - Funding / Grant Approvals

Stage	Activity	Stage	Approval to Submit Documentation	Funding	Acceptance of Funding Agreement	COR Requirements	Cabinet Report Requirements	Comments
Pipeline Eligibility	1	Project Feasibility / Development	Strategic Director	Use revenue or capital holding account to develop EOI. (Revenue or at risk)	N/A	N/A	Not required, but scheme ideas to be discussed at Portfolio Holder briefing.	
	2	EOI	Portfolio Holder + Strategic Director	EOI approval usually comes with Funding Agreement to cover development costs and OBC costs	<p>Service Director</p> <p>Less than £100k-</p> <p>Chief Finance Officer and Strategic Director</p> <p>In excess of £100k but less than 5% of the gross revenue budget (or for capital projects or excess of £100k but less than 5% of the activity capital plan where the grant funding is for capital purposes) for the activity.</p> <p>If the quantum of the grant is in excess of £250,000 then the decision to accept grant funding constitutes a key decision and therefore there will need to be compliance with the Council's Access to Information Rules</p>	Any fees, services and works will need CORs doing after EOI Funding Agreement received. (some retrospectively)	<p>Not required</p> <p>(Any engagement to follow the agreed engagement strategy)</p> <p>The flow process shown below activity 3 indicates the pathway for EOI through to OBC.</p>	<p>The Highways Capital Plan (which lists all the WY+TF schemes) will be updated with the additional scheme/s.</p> <p>The Highways Capital Plan will always include agreed funding to-date.</p>
Development	3	OBC	<p>Portfolio Holder to advise preferred approvals route after consideration of, but not limited to</p> <p>Preferred Scheme Option Engagement Feedback Land implications Cost Programme</p>	OBC approval usually comes with a Funding Agreement to cover future costs to FBC+ Land Acquisition.	<p>Service Director</p> <p>Less than £100k</p> <p>Chief Finance Officer and Strategic Director</p> <p>In excess of £100k but less than 5% of the gross revenue budget (or for capital projects or excess of £100k but less than 5% of the activity capital plan where the grant funding is for capital purposes) for the activity.</p> <p>Chief Finance Officer in consultation with the Service Director Legal Governance & Commissioning and the appropriate Strategic Director</p> <p>Are authorised to apply for, and or approve the acceptance of grants in all other circumstances.</p> <p>If the quantum of the grant is in excess of £250,000 then the decision to accept grant funding constitutes a key decision and therefore there will need to be compliance with the Council's Access to Information Rules</p>	CORs needed to cover fees, works and services.	<p>IF the Portfolio Holder determines it appropriate a Cabinet Report will be submitted, the report to cover as a minimum</p> <ul style="list-style-type: none"> • Preferred Option • Engagement feedback • Land acquisition by agreement backed up by CPO Resolution • Agreement to implement scheme subject to OBC and FBC approval (within tolerance) <p>The Cabinet report will be requesting Cabinet to resolve to make key decisions and therefore the Access to Information Rules will need to be observed</p>	The Highways Capital Plan will be updated in order to reflect the agreed funding to date.

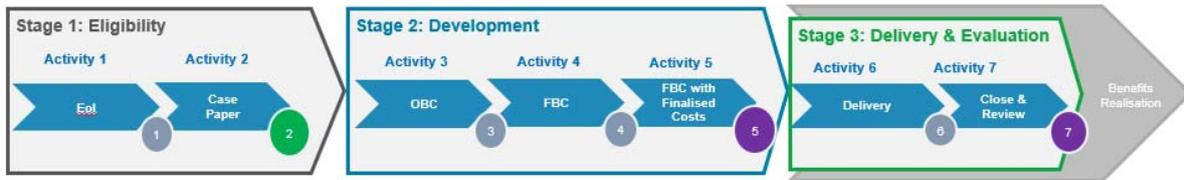


Stage	Activity	Stage	Approval to Submit Documentation	Funding	Acceptance of Funding Agreement	COR Requirements	Cabinet Report Requirements	Comments
Pipeline	4	FBC	Portfolio Holder + Strategic Director	FBC approval usually comes with Funding Agreement to cover full scheme costs	<p>Service Director</p> <p>Less than £100k</p> <p>Chief Finance Officer and Strategic Director</p> <p>In excess of £100k but less than 5% of the gross revenue budget (or for capital projects or excess of £100k but less than 5% of the activity capital plan where the grant funding is for capital purposes) for the activity.</p> <p>Chief Finance Officer in consultation with the Service Director Legal Governance & Commissioning and the appropriate Strategic Director</p> <p>Are authorised to apply for, and or approve the acceptance of grants in all other circumstances.</p> <p>If the quantum of the grant is in excess of £250,000 then the decision to accept grant funding constitutes a key decision and therefore there will need to be compliance with the Council's Access to Information Rules</p>	CORs needed to cover fees, works and services.	N/A	
	5	FBC + Full Costs	Portfolio Holder + Strategic Director	As for FBC above	<p>Service Director</p> <p>Less than £100k</p> <p>Chief Finance Officer and Strategic Director</p> <p>In excess of £100k but less than 5% of the gross revenue budget (or for capital projects or excess of £100k but less than 5% of the activity capital plan where the grant funding is for capital purposes) for the activity.</p> <p>Chief Finance Officer in consultation with the Service Director Legal Governance & Commissioning and the appropriate Strategic Director</p> <p>Are authorised to apply for, and or approve the acceptance of grants in all other circumstances.</p> <p>If the quantum of the grant is in excess of £250,000 then the decision to accept grant funding constitutes a key decision and therefore there will need to be compliance with the Council's Access to Information Rules</p>	CORs needed to cover fees, works and services.	<p>May need to go back to Cabinet with a report before FBC + Costs if any significant changes have occurred or after FBC + Costs.</p> <p>If any decision sought from Cabinet will constitute a key decision it will be necessary to comply with the Access to Information Rules</p>	

Delivery and Evaluation	6	Delivery	Strategic Director	N/A	N/A	CORs needed to cover fees, works and services	N/A	
	7	Close and Review	Strategic Director	N/A	N/A	N/A	N/A	

Appendix 2 The Assurance Process (administered by the West Yorkshire Combined Authority)

WYCA ASSURANCE PROCESS



PMO	Stage 1, 2 and 3 Guidance and Templates
	Monitoring and Reporting, PIMS

Promoter	Expression of interest (EOI)	Outline Business Case (OBC)	Full Business Case (FBC)	Full Business Case (FBC) with final costs	Draft Project Closure Report	Project Closure Report
		Benefits Realisation Plan			Benefits Realisation Reports	

WYCA	EOI Eligibility Check	Case Paper	Outline Appraisal Report	Full Appraisal Report	Updated Full Appraisal Report

Control Areas		
<ul style="list-style-type: none"> Risk & Issue Management Outputs, Outcomes and Benefits Realisation 	<ul style="list-style-type: none"> Cost Management Planning & Scheduling 	<ul style="list-style-type: none"> Change Control and Exception Management

KEY: ● Decision Point ● Key Decision Point (IC/CA Approval Required) ● Key Decision Point