

## **CORPORATE SCRUTINY COMMITTEE**

**MEETING TO BE HELD AT 10.00 AM ON FRIDAY, 18 NOVEMBER 2022  
IN CONFERENCE ROOM 1/2, WELLINGTON HOUSE, 40-50  
WELLINGTON STREET, LEEDS, LS1 2DE**

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### **A G E N D A**

Please note that this meeting will be filmed for live or subsequent broadcast via the Combined Authority's internet site. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. Generally, the public seating areas will not be filmed; however, by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting. If you have any queries regarding this, please contact Governance Services on 0113 251 7220.

- 1. APOLOGIES FOR ABSENCE**  
To note apologies and confirm **the quorum of 11 members is met.**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 3. POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**
- 4. MINUTES OF THE LAST MEETING HELD ON 23 SEPTEMBER 2022**  
(Pages 1 - 6)
- 5. CHAIR'S COMMENTS AND UPDATE**
- 6. MAYOR'S QUESTION TIME**  
(Pages 7 - 14)
- 7. CORPORATE SCRUTINY WORK PROGRAMME**  
(Pages 15 - 36)
- 8. FOR INFORMATION - CORPORATE UPDATE**  
(Pages 37 - 38)

**9. DATE OF THE NEXT MEETING - 20 JANUARY 2023**

**Signed:**

A handwritten signature in black ink, consisting of the letters 'BSM' in a stylized, cursive font, with a horizontal line underneath.

**Managing Director  
West Yorkshire Combined Authority**

**MINUTES OF THE MEETING OF THE CORPORATE SCRUTINY  
 COMMITTEE HELD ON 23 SEPTEMBER 2022 IN IN CONFERENCE  
 ROOMS 1/2, WELLINGTON HOUSE, 40-50 WELLINGTON STREET,  
 LEEDS, LS1 2DE**

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**Present:**

Councillor Peter Harrand (Chair)	Leeds City Council
Councillor Geoff Winnard (Deputy)	City of Bradford Council
Councillor Alun Griffiths	City of Bradford Council
Councillor Carol Thirkill	City of Bradford Council
Councillor Brenda Monteith	Calderdale Council
Councillor Mike Barnes	Calderdale Council
Councillor Paul Davies	Kirklees Council
Councillor Moses Crook	Kirklees Council
Councillor Susan Lee-Richards	Kirklees Council
Councillor Jane Dowson	Leeds City Council
Councillor Paul Wray	Leeds City Council
Councillor Samantha Harvey	Wakefield Council
Councillor Betty Rhodes	Wakefield Council
Councillor Fiona Fitzpatrick	City of York Council

**In attendance:**

Faye Barker (Item 8)	West Yorkshire Combined Authority
Lorna Jones	West Yorkshire Combined Authority
Hannah Scales	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority

**1. Apologies for absence**

Apologies for absence was received from Councillor David Jones.

The meeting was confirmed as quorate, with 14 members present out of 11 needed for quorum.

**2. Declarations of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interests.

**3. Possible exclusion of the press and public**

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

**4. Corporate Scrutiny Governance Arrangements**

The Committee considered a report of the Scrutiny Support Officer outlining governance arrangements, terms of reference, Scrutiny Standing Orders,

quorum, and substitute rules agreed by the Combined Authority at its annual meeting in June 2022.

The Chair welcomed the new members to the committee and outlined the main change to the committee remits which has ensured that Transport Scrutiny covers more of the environmental and place related topics that coincide with transport.

A clarification on substitute rules was provided; that any scrutiny member can substitute for another member who is from the same party and district on another scrutiny committee – any member without a pair, can nominate a personal substitute from their own council. **Scrutiny officers will circulate a list of members who need to appoint a personal substitute.**

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

## 5. Minutes of the meeting held on 11 March 2022

Under matters arising, an update was provided on the workforce issues raised at the last meeting, WYCA's involvement with Welcome to Yorkshire, and the Accommodation Project closure and benefit reports.

**Resolved:**

- i) That the minutes of the meeting held on 11 March 2022 be approved.
- ii) **That the Director of Corporate and Commercial Services** circulate the closure *and* benefits reports for the Accommodation Project to members when available.

## 6. Chair's update and comments

The Committee received a verbal update from the Chair which covered his activities and meetings over the summer.

**Resolved:** That the Chair's verbal update be noted.

## 7. Inflation and Budgets

The Committee considered a report of the Director of Corporate and Commercial Services providing an update on the impact of inflation on CA spending and budgets, including the capital programme and revenue pressures, and the prospective approach to budget and business planning for 2023/24.

Discussion took place around the following topic areas:

- 1) **Risks and uncertainty around funding for tendered bus services:**  
The two main risks of bus funding are wider budget pressures from cost increases affecting the level of funding available for existing

tendered services and cuts of commercial services by bus operators could lead to extra pressure for the CA to tender more 'socially necessary' services – both of these represent a high social impact on residents. The committee noted the balance of monitoring spending and risk without straying into the Transport Scrutiny Committee's remit on buses and transport.

- 2) **Initial assumptions around inflation level:** In November/December 2022, the CA Members took the decision to operate under an assumption of 2% inflation, which was in line with similar analysis by most Local Authorities, generally based on then Bank of England estimates. The Committee noted that Scrutiny felt last year that, despite pressures on the revenue budget, a 2% assumption in the pay award was unrealistic and a 4% assumption might have been more accurate. Some Members reported their own places of work working on assumptions of inflation as high as 9% late last year as it appeared evident, even before the Ukraine War Crisis, that inflation would rise across the economy. The committee suggested inflation be focused on when budget 2023/24 scrutiny takes place later this year.
- 3) **Gainshare and inflation:** As the committee noted last year, Gainshare is not inflation indexed and this was a risk, so it would lose its initial value over time at a minimum of 2% a year (based on historic average of inflation). In light of recent inflation rises, this loss of value has accelerated at an alarming rate – a rise in inflation of 10%, as predicted this year, would essentially wipe off nearly £4m in funding a year from now on, and it is only the first year of Gainshare funds being available to the CA. The CA decided as a deliberate strategy last year to 'front load' spending in order to fully maximise the full value of Gainshare, and any borrowing against it, and focus on revenue generating schemes. It was also decided to over programme, similar to capital programmes, to ensure there is always a project in the pipeline to spend the money on to ensure there isn't a situation where funds are not being deployed where needed. The committee asked to see a monitor of gainshare spending at each meeting.
- 4) **Possible cancellations of capital programme schemes:** The CA, in coordination with the local authorities (through directors of delivery) who usually sponsor and manage many of the schemes in the capital programme, is currently reviewing all schemes to determine the effect inflation costs have had on them and whether they are still viable. The current intention and plan is to avoid cancellation of projects – especially strategically aligned projects – and instead reprioritise their position in the pipeline. It was always policy to over programme and have more schemes and funds committed than available, as it was common for schemes to be delayed, and that ensured that the money was always being spent and making a difference. The tolerance levels have now shifted due to inflation and so this will be revisited. The ultimate decision on whether schemes are cancelled will be made by the CA Members in a public meeting. The committee asked to see the analysis of the capital programme when completed.

- 5) **Reserve funds strategy:** It is not the CA's current policy to use reserves (or Gainshare) to 'plug' any gaps in general revenue spending e.g. corporate running costs or staff salaries. Reserves would generally only be used in 'emergency' type situations on a temporary and contained basis.
- 6) **Consultation costs and 'Value for Money':** The 'not insignificant' cost of consultations was noted by the Committee and in the context of increasing costs and possible cancellation of schemes, any consultations for schemes that have not yet progressed could be cancelled, or delayed, to save on those costs until the fate of the wider capital programme is clearer. This might be an opportunity to review the effectiveness and 'culture' of consultations as well as their true value for money – many consultations are approached as either box ticking exercises or 'local referenda' on already agreed schemes. The committee requested a strategic report on consultation strategy and value for money.
- 7) **Monitoring efficiency of contractors and suppliers:** It is a "double edged sword" when suppliers are profiting 'too much' from a contract as it calls into question value for money for the authority, but if they are struggling it calls into the question the quality of their service or overall business model. Although the efficiency of contractors and suppliers is monitored to ensure standards are being met, most information available is from previous years and it is more difficult to assess them in the present or predict what shape the supplier will be in in the future, especially in current economic conditions.

**Resolved:**

- i) That the report be noted and the Committee's feedback and conclusions be considered further by the **Director of Corporate and Commercial Services**.
- ii) That Gainshare funding developments, and wider impact of inflation, continue to be monitored at each meeting through an appendix prepared by the **Director of Corporate and Commercial Services**.
- iii) That a report by the **Director of Strategy and Communications** on the approach to consultations and their value for money be added to the work programme and a future agenda item to be determined.
- iv) That the analysis of the capital programme being prepared for the Combined Authority by the **Director of Delivery** be circulated to members when completed, prior to further decisions being made.

## 8. Inclusive Procurement

The Committee considered a report of the Head of Procurement and Commercial on the outcome of the Social Value Portal trial procurements that had been undertaken since the committee last considered this topic in March 2022.

Discussion took place around the following topic areas:

- **Additionality:** It was difficult to ascertain exactly where the additional social value was being obtained in the examples given in the report. In one example of the rebrand contract, a social value of 44% of the contract's value was quoted due to the supplier engaging in equality and diversity (EDI) initiatives. It was felt that commitments of that nature amounted to a lack of additionality as the companies would be engaging in those things anyway, even without the contract. It was perceived as the suppliers 'marking their own homework'. It was confirmed that the companies were supposed to choose additional elements that they were not currently doing and the examples would be reviewed to ensure compliance with that requirement.
- **Notional nature of the calculated 'Social Value':** The fundamental nature of the concepts behind determining social value meant the values were very notional and could be difficult for people to understand and reconcile, especially when compared to the approach taken by some local authorities which simply asked for a direct financial contribution to a pooled social fund. Some people could mistake the notional social value for a real monetary value – which implied the supplier was being paid, using the previous example, 44% of the contracts value to engage in the EDI work.
- **Additional real value cost to the CA and suppliers:** Even if the 'social value' is notional, the Social Value Portal and TOMs system nonetheless have a real cost in running and administering them – both for the CA and for the businesses. In this case, as with any spending, value for money is important and must be demonstrated. It might the case that some businesses are incurring extra cost to satisfy social value requirements, which they may pass onto the CA within the contract or might otherwise affect the quality of their output – especially smaller businesses. Any future report would likely focus on this element, in addition to the clarifications requested elsewhere.

**Resolved:** That the report be noted and the Committee's feedback and conclusions be considered further by **the Head of Procurement**.

## 9. Corporate Scrutiny Work Programme 2022/23

The Committee considered the Work programme for 2022/23 and discussed adding additional workshops on workforce issues and budget scrutiny before Christmas – in addition to the usual planning session ahead of Mayors Questions, which was scheduled for the next meeting in November.

**Resolved:**

- i) That the appended work programme be noted and approved.
- ii) That a workshop involving a smaller group of interested members be arranged by scrutiny officers and the Director of Corporate and Commercial Services to consider workforce issues in greater detail and offer direction for the wider committee discussion at the January 2023 meeting.
- iii) That the usual workshop focusing on pre-budget scrutiny be arranged by scrutiny officers and the Director of Corporate and Commercial Services for all members at an appropriate time in the budget setting process, before Christmas.
- iv) That the usual Mayors Question Time planning session be arranged by scrutiny officers for all members in October or November prior to the Mayors Question Time session to be held on 18 November 2022.

**10. Next meeting date – 18 November 2022, Mayors Question Time**





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**Report to:** Corporate Scrutiny Committee

**Date:** 18 November 2022

**Subject:** **Mayors Question Time**

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**Director:** Angela Taylor, Corporate and Commercial Services

**Author:** Khaled Berroum, Statutory Scrutiny Officer

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## **1. Purpose of this report**

1.1 To introduce the Mayor's Question Time session.

## **2. Information**

2.1 Every year the Mayor of West Yorkshire is invited to each of the Combined Authority's scrutiny committees at least once to answer the Committee's questions, on any matter related to that committee's remit, in a public and live-webcast setting.

2.2 It is an opportunity for Scrutiny Members to hold the Mayor directly to account for the policies they adopt, the money they spend, the decisions they make, the services they are delivering and the outcomes they are achieving for the people of West Yorkshire.

2.3 The session will be divided into sections, each with a topic heading, which members can ask related questions on; every member will have the opportunity to speak and ask follow-up questions to their original question.

2.4 This session will aim to focus on the following corporate-related areas, amongst others, including:

- Devolution and future powers
- Partnerships – internal and external
- Budgets, finances and inflation
- Prioritisation of projects and programmes
- Gainshare spending and borrowing
- Mayoral pledges on corporate matters

2.5 The Mayor is permitted to invite relevant senior officers of the Combined Authority – such as the Chief Executive or a relevant Director – to join them at the session. This session will include the following officers:

- Chief Executive (formerly the Managing Director), Ben Still
- Director of Corporate & Commercial Services, Angela Taylor

2.6 An extract of the minutes of the last Mayors Question Time session at Corporate Scrutiny Committee, which took place on 19 November 2021, is attached for information.

2.7 This year the Mayor is scheduled to attend the following Mayor’s Question Times at scrutiny committees:

Date	Committee	Time	Location
18 November 2022	Corporate Scrutiny	10am	Wellington House, Leeds
19 January 2023	Transport Scrutiny	10am	Wellington House, Leeds
15 March 2023	Economy Scrutiny	10am	Wellington House, Leeds

### **3. Tackling the Climate Emergency Implications**

3.1. There are no climate emergency implications directly arising from this report.

### **4. Inclusive Growth Implications**

4.1. There are no inclusive growth implications directly arising from this report.

### **5. Equality and Diversity Implications**

5.1. There are no equality and diversity implications directly arising from this report.

### **6. Financial Implications**

6.1. There are no financial implications directly arising from this report.

### **7. Legal Implications**

7.1. There are no legal implications directly arising from this report.

### **8. Staffing Implications**

8.1. There are no staffing implications directly arising from this report.

### **9. External Consultees**

9.1. No external consultations have been undertaken.

### **10. Recommendations**

10.1 To question the Mayor of West Yorkshire, Tracy Brabin, on matters pertaining to the remit of the Corporate Scrutiny Committee.

### **11. Background Documents**

None.

## **12. Appendices**

Appendix 1 – EXTRACT Minutes, Corporate Scrutiny Mayors Question Time –  
19 November 2021

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**EXTRACT FROM MINUTES OF THE MEETING OF THE CORPORATE  
SCRUTINY COMMITTEE HELD ON FRIDAY 19 NOVEMBER 2021 AT  
COMMITTEE ROOM 6/7, LEEDS CIVIC HALL**

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**Present:**

Councillor Peter Harrand (Chair)	Leeds City Council
Councillor Geoff Winnard (Deputy)	Bradford Council
Councillor Mike Barnes	Calderdale Council
Councillor Andrew Cooper	Kirklees Council
Councillor Paul Davies	Kirklees Council
Councillor Jane Dowson	Leeds City Council
Councillor Jacob Goddard	Leeds City Council
Councillor Tony Homewood	Wakefield Council
Councillor George Robinson	Calderdale Council
Councillor Melanie Stephen	Kirklees Council
Councillor Jeanette Sunderland	Bradford Council
Councillor Carol Thirkill	Bradford Council

**In attendance:**

Khaled Berroum	West Yorkshire Combined Authority
Mayor Tracy Brabin (Minute 8 only)	West Yorkshire Combined Authority
Ben Still (Minute 8 only)	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority

**Apologies for absence**

Apologies for absence were received from Councillors David Jones, Rachel Melly, Betty Rhodes, and Megan Swift.

The meeting was confirmed as quorate, with 12 members present out of 11 needed for quorum.

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**Mayor's Question Time – Tracy Brabin**

The Chair thanked the Mayor Tracy Brabin for attending Corporate Scrutiny to answer the Committee's questions and outlined the format of the Mayor's Question Time. The session would be split into pre-agreed topic areas and members would be able to ask any questions under those topic areas, and any follow ups.

The topic areas were:

- Devolution settlement and powers vs Mayoral 'soft power'/influence
- Partnership working across West Yorkshire and strategic alignment
- Gainshare spending and Budget and business planning
- Internal corporate matters

Before questions, the Mayor provided an update on the government's announcement cancelling HS2 and its potential impact on the CA's work.

Following questions and supplementary questions, the following was reported to the committee:

1. **Direct mayoral powers:** Mayors' powers differ by area as each devolution deal is bespoke. Manchester and West Yorkshire have police powers, but Manchester also has health powers and additional spatial planning powers. West Yorkshire's planning powers may be expanded following national planning reforms planned by the government and it is felt that additional powers on climate related issues are important to tackle environmental issues, in particular when related to buses and other existing transport issues, which still require government's final approval.
2. **Soft power, profile and influence:** Most mayoral power is 'soft power' that is based on profile, influence and relationships. The Mayor spends a lot of time building and maintaining relationships with a range of stakeholders, from the partner councils, to local transport operators, and government ministers. As a former MP the Mayor has a number of pre-existing relationships with ministers and council leaders, and the goal of current communications activity is to raise the authority and mayor's profiles to increase soft power capacity. There is a balance to be made between working with central government constructively and criticising some decisions as necessary.
3. **Bidding for funding:** A lot of the Combined Authority time is spent identifying or bidding for funding. Officer capacity for this has increased over the years and the CA has been relatively successful in the level of funding won, in particular, the largest growth deal. The capacity to participate in bidding and securing funds is also under review. It can be time consuming and repetitive and many consider requiring central government approval for local plans is not quite within the spirit of devolution.
4. **Gainshare spending strategy:** is a new form of local government spending which a Mayoral Combined Authority can spend on anything at all. There are concerns that Gainshare spending would be used as a 'slushfund' or be distributed along 'political' lines. There is a debate as to whether the money should be distributed equally between council areas or spent strategically to fulfil the Mayor's manifesto pledges and schemes with the highest overall impact, focusing on outcomes/outputs. Current plans are to ensure that all Mayors Pledges have spending and activity against them and all Gainshare spending requests be judged against how they will achieve strategic objectives. All spending will go through the usual decision-making processes at public committee meetings and are subject to scrutiny call-in to avoid any undue favouritism and absence of rigour.
5. **Borrowing against Gainshare:** There is also the potential to borrow against Gainshare to increase level of long-term investment. This possibility is being explored as part of budget planning for next year and medium term. It is possible to borrow, and there are advantages to using it to raise extra money for investments, especially as Gainshare is not indexed to inflation over the 30 years. Borrowing also has its risks and downsides which must be explored thoroughly, not least 'tying' the hands of successors and increasing the organisation's debt commitment costs over time. The CA currently borrows from the Public Works Loan Board, as all local

government, as per its treasury management policy overseen by the Audit Committee.

6. **Budget and business planning:** Budget planning across local government is difficult this year in the wake of COVID. At the CA, the biggest challenges are risks in transport funding, potential pay award, and the risks arising from uncertainty about government funding as Growth Deals and European funding comes to an end this year. Commitments have been made not to introduce a mayoral precept or increase the transport levy, so work is ongoing to find savings to ensure the budget is balanced. Mayor and council leaders are working with opposition CA members on a budget working group to set the medium-term financial strategy. The current target is to plan to mayoral term lengths – the first term being three years and then the four years after as most business planning is now being aligned to mayoral pledges which have informed corporate priorities.
7. **Partnership working and strategic alignment across councils:** The Mayor and council leaders work closely. Council leaders are not only members of the CA, but the Mayor and leaders meet frequently to lead the organisation and ensure that activity, policies and investments are aligned and in the region's benefit. This level of partnership is a core part of the CA's decision-making structures and good working relationships between the leaders and Mayor is vital. The Mayor does not instruct council leaders on policies for their area, which they are best placed to know.
8. **ESG (Environmental, Social, and Governance) / EDI (Equality, Diversity, Inclusion):** ESG/EDI issues have increased in prominence as a key Mayoral strategic priority. Work is underway to recruit a regional Inclusivity Champion and inclusivity impact and assessment has now been deployed in all reports (and assurance framework analysis) and new services and policies are being developed to plug inclusion gaps (e.g. quotas in programmes targeting individuals/communities). There is still work underway to assess and determine a way forward in terms of ESG and procurement and seeking living wage accreditation in the organisation's suppliers and partners (as the CA already pays living wage to employees). It is considered vital that the authority 'practices what it preaches' in this area.
9. **6 months in – first impressions:** The Mayor's role is very diverse. Sometimes there is a lot of focus on PR and building profile, meeting people and representing the region in the media and at events. On the other hand is the decision making and strategizing and building ideas in meetings. There has been a steep learning curve but the organisation has been well equipped to onboard a new Mayor. Some changes were needed, in building a new bespoke Mayor's office and in increasing external comms capacity to cater to the needs of a Mayoral operation.

**Resolved:** That the Mayor be thanked for attending and the Committee's feedback and conclusions be considered further.

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**Report to:** Corporate Scrutiny Committee

**Date:** 18 November 2022

**Subject:** **Corporate Scrutiny Work Programme 2022/23**

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**Director:** Angela Taylor, Director of Corporate & Commercial Services

**Author:** Hannah Scales, Scrutiny Support Officer

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## **1. Purpose of this report**

- 1.1 To note the Corporate Scrutiny Work Programme for 2022/23.
- 1.2 To consider any additional agenda items, formal referrals to scrutiny, reviews, call in, and any other tasks, issues or matters the Committee resolves to undertake or consider further.

## **2. Information**

### **Corporate Scrutiny Work Programme 2022/23**

- 2.1 The Work Programme (**Appendix 1**) is set at the beginning of the year and considered at each meeting where it can be amended and changed as the year progresses. It outlines the work the Corporate Scrutiny Committee has agreed to undertake, investigate, and focus on in the municipal year (June 2022 – June 2023) within the resources, remit and powers available.

### **Referrals to scrutiny**

- 2.2 Under Scrutiny Standing Order 7, any Scrutiny Member, any Combined Authority Member or any elected Member of a West Yorkshire council (or the City of York Council) may formally refer a matter to the Committee for consideration. The referral must be in writing to the Statutory Scrutiny Officer. The Committee must then consider and discuss the referral and respond to the referrer explaining whether or not it will consider the matter further and why.
- 2.3 There are no formal referrals for this committee to consider.

### **Key decisions and call in**

- 2.4 Scrutiny members may call in any decision of the Mayor, Combined Authority, a decision-making committee and any key decisions taken by an officer (with the exception of urgent decisions). Key decisions are defined as any decision incurring a financial cost or saving of £1 million or more, or a decision likely to have a significant effect on two or more wards.
- 2.5 Decision-makers have two days to publish notice of a decision, at which point scrutiny members have five working days to call in the decision, delaying its implementation, and formally requiring the decision maker to reconsider.
- 2.6 Any five members of a scrutiny Committee – including at least one member from two different constituent councils (West Yorkshire) – may call-in a decision by notifying the Statutory Scrutiny Officer in writing by 4.00 pm on the fifth working day following publication of a decision notice. The relevant scrutiny committee then has 14 days to scrutinise the decision and make recommendations. Further information is set out in Scrutiny Standing Order 14.
- 2.7 The latest key decisions and forward plans of key decisions are published and available for viewing on the [key decisions section of the Combined Authority's website](#).

### **Membership**

- 2.8 Since the last meeting, the following substitutes have been confirmed as members:
1. Cllr Aislin Taylor, as substitute to Cllr Alun Griffiths
  2. Cllr Andrew Cooper, as substitute to Cllr Susan Lee-Richards
  3. Cllr Rachel Melly, as substitute to Cllr Fiona Fitzpatrick

### **Actions for Scrutiny Officers**

- 2.9 As outlined in Scrutiny Standing Order 17, scrutiny officers provide support to a scrutiny committee's work programme and all scrutiny members in exercising their scrutiny duties and fulfilling their objectives.

### **3. Tackling the Climate Emergency Implications**

- 3.1 There are no climate emergency implications directly arising from this report.

### **4. Inclusive Growth Implications**

- 4.1 There are no inclusive growth implications directly arising from this report.

### **5. Financial Implications**

- 5.1 There are no financial implications directly arising from this report.

### **6. Legal Implications**

6.1 There are no legal implications directly arising from this report.

**7. Staffing Implications**

7.1 There are no staffing implications directly arising from this report.

**8. External Consultees**

8.1 No external consultations have been undertaken.

**9. Recommendations**

9.1 To note or amend the Corporate Scrutiny Work Programme for 2022/23.

**10. Background Documents**

[Key Decision Forward Plans – 2022/23](#)

**11. Appendices**

Appendix 1 – Joint Scrutiny Work Programme 2022/23

Appendix 2 – Forward Plan of Key Decisions (October 2022)

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## Scrutiny Work Programmes 2022/23

### Summary of main topics and meeting dates

Committee	Topic areas	Meetings
<b>Corporate</b>	<ul style="list-style-type: none"> <li>Inflation, Budget and Gainshare</li> <li>Staffing (incl recruitment &amp; retention)</li> <li>Accommodation and other corporate projects (incl ICS, Cyber Security, social value in procurement)</li> </ul>	<ul style="list-style-type: none"> <li>23 September 2022</li> <li>18 November 2022 (Mayors Question Time)</li> <li>20 January 2023</li> <li>10 March 2023</li> </ul>
<b>Transport &amp; Infrastructure</b>	<ul style="list-style-type: none"> <li>Bus Service Improvement Plan (BSIP)</li> <li>Active Travel</li> <li>Decarbonisation and Behaviour Change</li> <li>Freight, Waterways &amp; Rail</li> <li>Consultation and Planning</li> </ul>	<ul style="list-style-type: none"> <li>22 September 2022</li> <li>17 November 2022</li> <li>19 January 2023 (Mayors Question Time)</li> <li>9 March 2023</li> </ul>
<b>Economy</b>	<ul style="list-style-type: none"> <li>The state of the region's economy</li> <li>Cost of Living crisis</li> <li>Skills and the Adult Education Budget</li> </ul>	<ul style="list-style-type: none"> <li>21 September 2022</li> <li>16 November 2022</li> <li>18 January 2023</li> <li>15 March 2023 (Mayors Question Time)</li> </ul>
<i>All Committees</i>	<ul style="list-style-type: none"> <li>Mayors Pledges</li> <li>Work Programme</li> </ul>	

## Corporate Scrutiny Committee

Meetings	Topics	Attendees	Objectives
23 September 2022	<b>Inflation &amp; Budgets</b>	<i>Director of Corporate</i>	Discuss the impact of inflation on strategy, projects and finances and what plans and measures are in place to mitigate the issue.
	<b>Update – Social Value in Procurement</b>	<i>Head of Procurement</i>	Update (from March 2022 meeting): to better understand the principles, practice and examples of social value in procurement and suppliers.
18 November 2022	<b>Mayor’s Question Time</b>	<i>Mayor Tracy Brabin &amp; Chief Executive</i>	Question the Mayor on matters pertaining to corporate scrutiny since her last attendance in November 2021.
20 January 2023	<b>Staffing (incl recruitment &amp; retention)</b>	<i>Head of HR</i>	Expand on the discussion at the March 2022 meeting and explore the CA’s current strategy and workstreams regarding the workforce and what extent the challenges, including around recruitment and retention, are being addressed.
	<b>Draft Budget 2023/24</b>	<i>Director of Corporate</i>	Scrutinise the draft budget 2023/24, especially with regards to risk management, safeguards and ‘Plan Bs’ with regards to expected inflation and economic conditions.
	<b>Update - Assurance Framework</b>	<i>Head of Portfolio Management</i>	Consider changes to the Assurance Framework during its annual review, especially with regards to current economic pressures on capital projects.
10 March 2023	<b>Wellington House Refurbishment Project</b>	<i>Director of Corporate</i>	Using the accommodation project as a case study into the authority’s project management performance and principles – and consider whether the project achieved its goals, added value and performed well.
	<b>Update – Integrated Corporate System</b>	<i>Director of Corporate</i>	Update (from March 2022): on project development and progress
	<b>Update – Cyber Security</b>	<i>Head of ICT</i>	Update (from March 2022): on developments and progress
<b>Workshops (dates TBC)</b>	<b>Workforce and staffing</b>	<i>Head of HR</i>	Receive update on staffing issues since March 2022 and determine scope of January 2023 meeting’s discussion.
	<b>Budget and Gainshare</b>	<i>Head of Finance</i>	Consider budget 23/24 and Gainshare plans – with particular attention to inflation and economic conditions and risk management.

## Transport & Infrastructure Scrutiny Committee

Meetings	Topics	Attendees	Objectives
22 September 2022	<b>Update – Bus Service Improvement Plan</b>  <i>(with focus on real time information)</i>	<i>Director of Transport Services &amp; RTI System Manager</i> --- <i>Dr Ben Hanson, Leeds University</i>	Monitor progress of Bus Service Improvement Plan (since November 2021) with particular attention to Flexi Bus Scheme and Real Time Information systems.
17 November 2022	<b>Decarbonisation</b>	<i>Director of Transport Services &amp; Director of Transport Policy</i> <i>Poss: Delivery, Strategy officers</i> --- <i>Mott Macdonald report authors</i>	Understand and identify <ol style="list-style-type: none"> <li>1. issues raised in the Mott Macdonald report and what has changed since, in terms of actions and strategies.</li> <li>2. CA's direct purview/control and what can it influence indirectly.</li> <li>3. possible solutions, including strategic gaps in CA decarbonisation activity e.g. waterways and inland ports, rail freight, PLVs/e-bikes, motorbikes, etc.</li> </ol>
19 January 2023	<b>Mayor's Question Time</b>	<i>Mayor Tracy Brabin &amp; Chief Executive</i>	Question the Mayor on matters pertaining to transport and infrastructure scrutiny since her last attendance in January 2022.
9 March 2023	<b>Consultations and Planning</b>	<i>Director of Transport Services</i>	Review consultation and planning processes and whether they sufficiently consider transport links and infrastructure, and whether they take into account the views of residents (especially on active travel)
	<b>Update – Bus Service Improvement Plan (BSIP)</b>	<i>Director of Transport Services</i>	Update (since September 2022): on improvement of real time information system accuracy, engagement with bus companies on data and service cuts, and future of bus funding.
<b>Workshops or other updates (dates TBC)</b>	<b>Bus Service Cuts</b>	<i>Director of Transport Services</i>	Consider recently announced bus service cuts by regional bus operators and plans to lessen the impact on residents
	<b>Update – Mass Rapid Transit (MRT) and Rail Reforms</b>	<i>Director of Transport Services</i>	Update (since March 2022): on plans to develop mass transit system for WY and impact and progress of rail reforms
	<b>Active Travel</b>	<i>Director of Transport Services</i>	Update on active travel progress and plans, with particular attention on disability access, consultations and public opinion, and e-bikes
	<b>Behaviour Change</b>		Expand on Behaviour Change session at March 2022 meeting and discuss progress and plans on decarbonisation and active travel, including:

			<ul style="list-style-type: none"><li>• Carbon emission targets</li><li>• 'Low Traffic Neighbourhoods',</li><li>• 'the last mile'</li><li>• possibility and accessibility of e-bikes</li><li>• Active travel</li><li>• 'Nudge Unit' and 'Tyndall Manchester' research on influencing behaviour change</li></ul>
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## Economy Scrutiny Committee

Meetings	Topics	Attendees	Objectives
21 September 2022	Update – The state of the economy and cost of living crisis	Head of Economic Policy Research & Intelligence	Update on the state of the economy and cost of living crisis, with some attention to impact of Brexit, inflation, cost of living crisis, and skills.
16 November 2022	Adult Education Budget (AEB) and Labour Market Assessment	Head of Employment and Skills Research & Intelligence Head of Economic Policy	Explore current labour conditions and how new powers and funding from the Adult Education Budget (AEB) meets the short term and long term needs – with particular focus on if AEB to FE providers has been well spent, what success looks like and how we compare to other regions.
18 January 2023	To be confirmed		
15 March 2023	Mayor's Question Time	Mayor Tracy Brabin & Chief Executive	Question the Mayor on matters pertaining to economy scrutiny since her last attendance in March 2022.
Workshops (dates TBC)	TBC		Consider whether the £6 million of capital grants to manufacturers (for procurement of machinery etc.) is giving a tangible return on the investment.

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## Forward Plan of Key Decisions from 1 November 2022

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
<b>West Yorkshire Combined Authority</b>					
25 European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD)	To consider and subsequently approve applications for Sustainable Urban Development, to support the delivery of European Structural and Investment Funds Strategy and the Strategic Economic Plan.	West Yorkshire Combined Authority	Between 29 Jul 2021 and 23 Jun 2022		Heather Waddington heather.waddington@westyorks-ca.gov.uk
Adoption of Shared Transport Strategy	The Shared Transport Strategy (formerly the Future Mobility Strategy) has been developed to support the delivery of the West Yorkshire Transport Strategy 2040 and Connectivity Infrastructure Plan.  The updated Shared Transport Strategy is now presented for adoption by the Mayor and the Combined Authority as part of the West	West Yorkshire Combined Authority	17 Mar 2022		Freedom.Info@westyorks-ca.gov.uk

<b>Title</b>	<b>Description</b>	<b>Decision Maker</b>	<b>Decision Due Date</b>	<b>Lead Director</b>	<b>Officer Contact</b>
	Yorkshire Transport Strategy 2040, the statutory Local Transport Plan.				
Adoption of Connectivity Infrastructure Plan	That the Mayor and the Combined Authority adopts the Connectivity Infrastructure Plan as part of the West Yorkshire Transport Strategy 2040, the statutory Local Transport Plan.	West Yorkshire Combined Authority	17 Mar 2022		Freedom.Info@westyorks-ca.gov.uk
Corridor Improvement Programme: Bradford - A6177 and Cutler Heights	Approval for the scheme to progress through Activity 3 (Outline Business Case)	West Yorkshire Combined Authority	23 Jun 2022		Freedom.Info@westyorks-ca.gov.uk
Leeds Year of Culture 2023.	Approval for the scheme to progress through Activity 2 (Strategic Outline Case)	West Yorkshire Combined Authority	22 Jul 2022		Freedom.Info@westyorks-ca.gov.uk
Bus funding and budgets	To consider budget provision for bus services	West Yorkshire Combined Authority	9 Sep 2022		Angela Taylor angela.taylor@westyorks-ca.gov.uk
Bradford City Centre Cycling and Walking Improvements	Approval for the scheme to progress through to Activity 3 (Outline Business Case) and work to commence on Activity 4 (Full Business Case)	West Yorkshire Combined Authority	8 Dec 2022		Freedom.Info@westyorks-ca.gov.uk

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
British Library North	Change Request in relation to timescales, scope and development funding	West Yorkshire Combined Authority	8 Dec 2022		Freedom.Info@westyorks-ca.gov.uk
Business Sustainability Package	Approval for the scheme to proceed through decision point 2 (strategic outline case) and decision point 4 (full business case) and proceed to activity 5 (delivery)	West Yorkshire Combined Authority	8 Dec 2022		Freedom.Info@westyorks-ca.gov.uk
Inflation: Transport Programmes	Revising the funding allocations for schemes within West Yorkshire Transport Fund, Transforming Cities Fund and City Regional Sustainable Transport Settlement programmes.	West Yorkshire Combined Authority	8 Dec 2022		Freedom.Info@westyorks-ca.gov.uk
Combined Assets Database (CoSa) Replacement	Approval for the scheme to proceed through decision point 2 (strategic outline case) and for work to commence on the business justification case	West Yorkshire Combined Authority	8 Dec 2022		Freedom.Info@westyorks-ca.gov.uk
<b>Climate, Energy and Environment Committee</b>					

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
<b>Employment and Skills Committee</b>					
<b>Transport Committee</b>					
28 Leeds Public Transport Investment Programme (LPTIP) Review Part 4	Approval of the reprofiling of the Leeds Public Transport Investment Programme, a £173.5m transport programme funded by the Department for Transport. Approval of the allocation of the West Yorkshire Combined Authority's £1m contribution to the Programme.	Transport Committee	14 Oct 2022	Director of Transport Services	Freedom.Info@westyorks-ca.gov.uk
Bus Service Improvement Plan	Approval for the scheme to proceed through decision point 2 (strategic outline case), for work to commence on activity 5 (delivery) for the Mayor's Fares scheme, and for work to commence on activity 2 (strategic outline case) for the remaining programmes and schemes.	Transport Committee	18 Nov 2022		Freedom.Info@westyorks-ca.gov.uk
West Bradford Cycle	Approval for the scheme to	Transport	14 Dec 2022		Freedom.Info@westyorks-

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
Superhighway Extension	proceed through decision point 3 (outline business case) and for work to commence on activity 4 (full business case)	Committee			ca.gov.uk
<b>Place, Regeneration and Housing Committee</b>					
Brownfield Housing Fund - Cow Green - Calderdale	Approval for the scheme to progress through Activity 3 (Outline Business Case)	Place, Regeneration and Housing Committee	7 Feb 2022		Freedom.Info@westyorks-ca.gov.uk
Brownfield Housing Fund - Estates Building - Kirklees	Approval for the scheme to progress through Activity 3 (Outline Business Case)	Place, Regeneration and Housing Committee	7 Feb 2022		Freedom.Info@westyorks-ca.gov.uk
Brownfield Housing Fund - Brick Street Westgate Cleckheaton - Kirklees	Approval for the scheme to progress through Activity 3 (Outline Business Case)	Place, Regeneration and Housing Committee	7 Feb 2022		Freedom.Info@westyorks-ca.gov.uk
Brownfield Housing Fund - Manchester Road – Bradford	Approval for the scheme to progress through Activity 4 (Full Business Case)	Place, Regeneration and Housing Committee	7 Feb 2022		Freedom.Info@westyorks-ca.gov.uk

<b>Title</b>	<b>Description</b>	<b>Decision Maker</b>	<b>Decision Due Date</b>	<b>Lead Director</b>	<b>Officer Contact</b>
Leeds Public Transport Investment Programme (LPTIP) Review Part 3	Approval of the reprofiling of the Leeds Public Transport Investment Programme, a £173.5m transport programme funded by Department for Transport.	Place, Regeneration and Housing Committee	7 Feb 2022		Freedom.Info@westyorks-ca.gov.uk
Transforming Cities Fund – A64 Bus Cycle Walking Improvements	Approval for the scheme to progress through Activity 3 (Outline Business Case)	Place, Regeneration and Housing Committee	8 Mar 2022		Freedom.Info@westyorks-ca.gov.uk
A62 to Cooper Bridge Corridor Improvement Scheme	Approval for the scheme to progress through Activity 3 (Outline Business Case) and work commence on Activity 4 (Full Business Case).	Place, Regeneration and Housing Committee	20 Apr 2022		Freedom.Info@westyorks-ca.gov.uk
BHF Cow Green - Calderdale	Approval for the scheme to progress through Activity 3 (Outline Business Case) and work commence on Activity 4 (Full Business Case).	Place, Regeneration and Housing Committee	1 Sep 2022		Freedom.Info@westyorks-ca.gov.uk
Leeds Village	Approval for the scheme to progress through Activity 3 (Outline Business Case) and work commence on Activity 4 (Full Business Case).	Place, Regeneration and Housing Committee	1 Sep 2022		Freedom.Info@westyorks-ca.gov.uk
Leeds Kirkstall Road	Approval for the scheme to	Place,	3 Nov 2022		Freedom.Info@westyorks-



<b>Title</b>	<b>Description</b>	<b>Decision Maker</b>	<b>Decision Due Date</b>	<b>Lead Director</b>	<b>Officer Contact</b>
Residential	progress through to Activity 3 (Outline Business Case) and work to commence through to Activity 4 (Full Business Case.)	Regeneration and Housing Committee			ca.gov.uk
Broadband Contract 3	Change Request to reduce total scheme costs by £3,610,653.	Place, Regeneration and Housing Committee	3 Nov 2022		Freedom.Info@westyorks-ca.gov.uk
<b>Finance, Resources &amp; Corporate Committee</b>					
<b>Officer delegated decisions</b>					
Transport Fund: A629 Phase 5	Approval for the scheme to progress through Activity 4 (Full Business Case).	Managing Director	16 Jul 2021		Caroline Coy caroline.coy@westyorks-ca.gov.uk
Adult Skills Training Framework	To approve the use of funding through Combined Authority Gainshare funding to deliver adult training to individuals across West Yorkshire.		16 Jul 2021		Michelle Hunter michelle.hunter@westyorks-ca.gov.uk
West Yorkshire Integrated UTMC	Change Request	Managing Director	19 Nov 2021		Freedom.Info@westyorks-ca.gov.uk

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
32 Contract Award: CA1538 – West Yorkshire Mass Transit Network: Business Case Development Partner	To award and enter into a Contract with TBC for the provision of a Business Case Development Partner(s) across three Lots:  Lot 1 - Business Case Development; Funding Bid Development; Transport Modelling; Economic / Carbon Appraisal; Expert Witness  Lot 2 - Stakeholder Management, Consultation, Engagement and Objection Management  Lot 3 - Client Side Management		7 Jan 2022		Tom Gifford tom.gifford@westyorks-ca.gov.uk
GBF Bradford One City Park	Approval for the scheme to progress through Activity 5 (Full Business Case) and work commence on Activity 6 (Delivery).	Managing Director	25 Feb 2022		Freedom.Info@westyorks-ca.gov.uk
Corridor Improvement Programme: Dyneley Arms, Leeds	Approval for the scheme to progress through Activity 5 (Full Business Case with finalised costs) and work	Managing Director	8 Apr 2022		James Bennett james.bennett@westyorks-ca.gov.uk

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
	commence on Activity 6 (Delivery)				
Transforming Travel Centres	Approval for the scheme to progress through decision point 4 (full business case) and for work to commence on activity 5 (delivery).		22 Apr 2022		Freedom.Info@westyorks-ca.gov.uk
33 Wakefield SEN Taxi & Minibus Contracts 2022-23	To procure a batch of contracts commissioned on behalf of Wakefield District Council for taxi and minibus operators to provide home to school transport for pupils with special education needs and disabilities. The total value of awards will be in the region of £2.5m and these costs will be covered in full by WDC.	Director of Transport Services	10 May 2022		Freedom.Info@westyorks-ca.gov.uk
Wakefield Bus Tender Awards - Batch 706	To award bus contracts in the Wakefield area		24 Jun 2022		Freedom.Info@westyorks-ca.gov.uk
Adult Education Budget – Strategy Revisions	1 Expanding the age of entitlement for a ‘first full level 2’ from 19-23 to 19+ 2 Expanding the ‘Digital Entitlement’ to ensure digital skills for all		20 Jul 2022		Lindsey Daniels

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
	3 Test Pilot: Bridging programmes that support progression to Level 3 4 Test Pilot: Increasing the number of courses 19-23s are entitled to				
Leeds City Centre Network and Interchange Package - City Square Plus	Approval for the scheme to progress through Activity 4 (Full Business Case)		22 Jul 2022		Freedom.Info@westyorks-ca.gov.uk
Corridor Improvement Programme - Leeds - Fink Hill	Approval for the scheme to progress through Activity 5 (full business case with finalised costs) and to proceed to delivery.		5 Aug 2022		Freedom.Info@westyorks-ca.gov.uk
National Skills Fund: Free Courses for Jobs – New Provider Allocations	Approval is sought to issue allocations to newly procured providers for the Free Courses for Jobs 2022/23 funding, following an open and competitive tender process		2 Sep 2022		Lindsey Daniels
Bradford to Shipley Corridor	To enable development work to continue on the scheme to deliver improvements to the Manningham Lane and Canal Road routes between Bradford city centre and	Managing Director	28 Oct 2022		Freedom.Info@westyorks-ca.gov.uk

Title	Description	Decision Maker	Decision Due Date	Lead Director	Officer Contact
	Shipley, including the provision of bus lanes, cycle lanes and a 30mph speed limit as a sustainable transport corridor along the Manningham Lane, along with improvements to junctions along Canal Road and Otley Road.				
UKSPF Multiply – Local Authority Grant Agreements 22-23	Approval is sought to issue grant agreements to the five West Yorkshire Local Authorities for the UKSPF Multiply funding provision		11 Nov 2022		Lindsey Daniels

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**Report to:** Corporate Scrutiny Committee

**Date:** 18 November 2022

**Subject:** **For Information – Corporate update**

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**Director:** Angela Taylor, Director Corporate and Commercial Services

**Author:** Angela Taylor, Director, Corporate and Commercial Services

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## 1. Purpose of this Report

- 1.1. To provide the Committee with updates on corporate and finance matters since the last meeting.

## 2. Information

- 2.1 The Finance, Resources and Corporate Committee meets on 10 November. Its agenda includes an update on the financial position, a detailed paper proposing changes to some of the capital programmes in the light of high inflation rates and an update on business planning including achievement at quarter 2 on the corporate Key Performance Indicators.

- 2.2 These papers are available [here](https://westyorkshire.moderngov.co.uk/ieListDocuments.aspx?CId=220&MIId=1228&Ver=4) (<https://westyorkshire.moderngov.co.uk/ieListDocuments.aspx?CId=220&MIId=1228&Ver=4>) and will be circulated to members – items include:

- Financial Performance
- Inflation
- Corporate Planning and Performance

- 2.3 A draft budget proposal will be presented to the 8 December meeting of the Combined Authority for consideration and a budget workshop has been arranged for this committee on 20 December 2022.

## 3. Tackling the Climate Emergency Implications

- 3.1 There are no climate emergency implications directly arising from this report.

## 4. Inclusive Growth Implications

- 4.1 There are no inclusive growth implications directly arising from this report.

**5. Equality and Diversity Implications**

5.1 There are no equality and diversity implications directly arising from this report.

**6. Financial Implications**

6.1 There are no financial implications directly arising from this report.

**7. Legal Implications**

7.1 There are no legal implications directly arising from this report.

**8. Staffing Implications**

8.1 There are no staffing implications directly arising from this report.

**9. External Consultees**

9.1 No external consultations have been undertaken.

**10. Recommendations**

10.1 That the Committee note the further information provided.

**11. Background Documents**

[Report pack for Finance, Resources & Corporate Committee, held on 10 November 2022.](#)

**12. Appendices**

None.