

ECONOMY SCRUTINY COMMITTEE

**MEETING TO BE HELD AT 10.00 AM ON WEDNESDAY, 21
SEPTEMBER 2022
IN CONFERENCE ROOM 1/2, WELLINGTON HOUSE, 40-50
WELLINGTON STREET, LEEDS, LS1 2DE**

A G E N D A

- 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. ECONOMY SCRUTINY COMMITTEE GOVERNANCE
ARRANGEMENTS**
(Pages 1 - 18)
- 5. MINUTES OF THE LAST MEETING HELD ON 9 MARCH 2022**
(Pages 19 - 24)
- 6. CHAIR'S COMMENTS AND UPDATE**
- 7. ECONOMIC UPDATE**
(Pages 25 - 42)
- 8. ECONOMY SCRUTINY WORK PROGRAMME**
(Pages 43 - 50)
- 9. DATE OF THE NEXT MEETING - 16 NOVEMBER 2022**

Signed:



**Managing Director
West Yorkshire Combined Authority**



Report to: Economy Scrutiny Committee

Date: 21 September 2022

Subject: **Scrutiny and governance arrangements**

Director: Angela Taylor, Corporate and Commercial Services

Author: Hannah Scales, Scrutiny Support Officer

1. Purpose of this report

- 1.1 To note scrutiny and governance arrangements pertaining to the Overview and Scrutiny function in general and the Economy Scrutiny Committee in particular.
- 1.2 To note terms of reference, scrutiny standing orders, quorum and substitute rules and meeting dates.

2. Information

Terms of Reference - Economy Scrutiny Committee

- 2.1 At the Annual Meeting the Combined Authority resolved to appoint the Economy Scrutiny Committee, with the terms of reference as attached as **Appendix 1**.

Scrutiny Standing Orders and Constitution

- 2.2 The Combined Authority has a constitution and [Scrutiny Standing Orders](#) to manage and govern the rules and processes that Scrutiny is subject to. These are attached as **Appendix 2**.

Quorum and meeting dates

- 2.3 As in previous years, four meetings have been agreed for each scrutiny committee for the 2022/23 municipal year, once every two months. Furthermore, one meeting has been designated as a dedicated Mayors Question Time session. The meetings dates are as follows:
 - 21 September 2022, 10am
 - 16 November 2022, 10am
 - 18 January 2023, 10am

- 15 March 2023 – Mayors Questions Time

2.4 The **quorum is set by legislation at two-thirds of voting members** and cannot be reduced. No formal decision, recommendation or resolution may be taken by an inquorate meeting. The quorum for a 16-member committee is 11. A member must be physically present to be counted in the quorum.

Membership

2.5 Legally speaking, a combined authority overview and scrutiny committee must reflect “so far as reasonably practicable the balance of political parties prevailing among the *constituent councils*¹ when taken together”.

2.6 The political balance requirements were recalculated following the 2022 local elections. The political balance remained somewhat the same as previous years with little change overall. As there are three scrutiny committees, the political balance is calculated across the three committees to allow for the greatest level of representation of all parties which qualified. Of the 48 scrutiny members; 27 are Labour, 12 are Conservative, 6 are Liberal Democrat, 2 are Green and 1 is from an Independent Group (Morley Borough Independents).

2.7 All scrutiny members must be formally appointed at the Combined Authority’s annual meeting, in accordance with the nominations put forward by each council. Changes in scrutiny membership between Combined Authority meetings can be ratified by delegated responsibilities given to the Monitoring Officer.

2.8 The Economy Scrutiny Committee members this year are as follows:

Member	Council	Party
Aneela Ahmed	Bradford	Labour
Bob Felstead	Bradford	Conservative
Zafar Iqbal	Bradford	Labour
Helen Brundell	Calderdale	Labour
Chris Pillai	Calderdale	Conservative
Audrey Smith	Calderdale	Labour
Tyler Hawkins	Kirklees	Labour
Gwen Lowe	Kirklees	Labour
Richard Smith	Kirklees	Conservative
Gohar Almass	Leeds	Labour
Colin Campbell	Leeds	Liberal Democrat
Sam Firth	Leeds	Conservative
Isabel Owen	Wakefield	Labour
Ian Sanders	Wakefield	Conservative
Tony Wallis	Wakefield	Labour
Andrew Hollyer	York	Liberal Democrat

¹ Meaning West Yorkshire councils

- 2.9 The committee welcomes the following as new members:
1. Helen Brundell
 2. Chris Pillai
 3. Tyler Hawkins
 4. Gwen Lowe
 5. Gohar Almass
 6. Colin Campbell
 7. Sam Firth
 8. Isabel Owen
 9. Ian Sanders
- 2.10 Current legislation requires a Scrutiny Chair to be from a different political party to the Mayor or the party that “has the most representatives among the members of the constituent councils on the combined authority”. The current Mayor Tracy Brabin represents the Labour Party and therefore a Scrutiny Chair cannot be a member of the Labour Party.
- 2.11 Cllr Richard Smith was re-nominated and re-appointed by the Combined Authority as Chair of the Economy Scrutiny Committee and Cllr Chris Pillai was nominated and newly appointed as new Deputy Chair.
- 2.12 Scrutiny Standing Order 1 allows members of one scrutiny committee to substitute for members of other scrutiny committees, from the same party and district. Substitutes count in the quorum and can vote on behalf of the member they are substituting for. Members who do not have a member from the same party and district on another committee to substitute for them, may appoint a full-time substitute – this year, these members are;
1. Colin Campbell, Lib Dem, Leeds – *substitute to be confirmed*

Code of conduct for members and declaring pecuniary interests

- 2.13 All members and substitutes are bound by the [Code of Conduct for Members](#) and have a legal responsibility to complete a Declaration of Pecuniary Interests form within 28 days of being appointed to the committee.
- 2.14 Other relevant information and documents relating to members (accessible on the Combined Authority’s website) include:
- [Members’ Allowance Scheme](#)
 - [Member and Officer Protocols](#)
 - [Conflicts of Interest Policy](#)
 - [Procedure Standing Orders](#)

Statutory scrutiny guidance

- 2.15 The last statutory guidance ([‘Overview and scrutiny: statutory guidance for councils and combined authorities’²](#)) was issued by the government in May 2019. [Scrutiny Standing Order 16](#) obligates the Overview and Scrutiny

² <https://www.gov.uk/government/publications/overview-and-scrutiny-statutory-guidance-for-councils-and-combined-authorities>

Committee and the Combined Authority to have regard to any guidance issued by the Secretary of State.

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 The terms of reference require this, and all committees, to promote inclusive growth in its actions.

4.2 It is proposed that each decision-making committee continues to designate an Inclusivity Lead. This will ensure that equality, diversity and inclusion is fully embedded in the objectives of the committees

5. Equality and Diversity Implications

5.1 The terms of reference require this, and all other committees, to consider equality and diversity in its actions and decision making.

5.2 The diversity of the committee will be kept under review and steps will be taken, in future recruitment campaigns, to ensure as far as possible that the membership is representative of the population we serve.

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 Economy Scrutiny Committee notes the scrutiny and governance arrangements for 2022/23.

11. Background Documents

[Scrutiny Standing Orders](#) (Part 4, Section 6 of the Constitution) (2022/23)

[Constitution, West Yorkshire Combined Authority](#)

All other governance documents for the Combined Authority and the Leeds City Region Enterprise Partnership (LEP) can be found [here](#).

[‘Overview and scrutiny: statutory guidance for councils and combined authorities’](#) (7 May 2019, Ministry of Housing, Communities and Local Government - MHCLG)

12. Appendices

Appendix 1 – Economy Scrutiny Committee Terms of Reference

Appendix 2 – Scrutiny Standing Orders

This page is intentionally left blank

Part 3

Section 2.3 - Terms of Reference

Economy Scrutiny Committee

The Economy Scrutiny Committee is authorised in relation to any function related to:

- business, economy and innovation,
- climate, energy and the environment,
- culture, heritage and sport, and
- employment and skills:
 1. To review or scrutinise any decision made, or other action taken, in connection with any Non-Mayoral Function¹ or Mayoral General Function of the Combined Authority.²
 2. To make reports or recommendations to the Combined Authority, with respect to any Non-Mayoral Function of the Combined Authority.
 3. To make reports or recommendations to the Mayor, with respect to any Mayoral General Function of the Combined Authority.
 4. To make reports or recommendations to the Combined Authority or the Mayor on any matter that affects the Combined Authority's Area or the inhabitants of the Combined Authority's Area³. To receive and monitor responses to any report or recommendation made by the Economy Scrutiny Committee.

¹ Including in relation to the Combined Authority's role as the accountable body for the Leeds City Region Enterprise Partnership (the LEP)

² In relation to a decision made but not implemented, this includes:

- the power to direct that a decision is not to be implemented while it is under review or scrutiny by the Economy Scrutiny Committee, and
- the power to recommend that the decision be reconsidered in accordance with the Scrutiny Standing Orders

³ This includes any matter considered by the LEP

Document version control	
Municipal Year:	2022 - 23
Version:	1- 22/23
Document approved by:	The Combined Authority
Date:	23 June 2022
To be of effect from:	23 June 2022

Part 4 – Procedure Rules

Section 4.6 – Scrutiny Standing Orders

1. Membership

- 1.1. Members of an overview and scrutiny committee are appointed in accordance with Article 8 (Overview and Scrutiny) in Part 2 of the Constitution.
- 1.2. A member of any overview and scrutiny committee may substitute for any member of a different overview and scrutiny committee from the same party and district.
- 1.3. Where a member has no substitute alternate from the same party and district on another overview and scrutiny committee, an additional substitute from the same party and district may be nominated and appointed to act as their substitute.
- 1.4. A Substitute may only act in the absence of a member where the member will be absent for the whole of the meeting.
- 1.5. A Substitute may not exercise any special powers or duties exercisable by the member for whom they are substituting¹.

2. Voting

- 2.1. Each member of an overview and scrutiny committee, or of any overview and scrutiny sub-committee, appointed from a Constituent Council has one vote.
- 2.2. Any member of an overview and scrutiny committee, or of any overview and scrutiny sub-committee, appointed from the Non-constituent Council is non-voting unless the Combined Authority has resolved to give such a member voting rights.
- 2.3. All questions coming or arising before an overview and scrutiny committee or an overview and scrutiny sub-committee shall be decided by a simple majority of the members present and voting on the question.
- 2.4. No member of an overview and scrutiny committee or sub-committee has a casting vote.
- 2.5. If a vote is tied on any matter, it is deemed not to be carried.

3. Chair

- 3.1. The Combined Authority will appoint the Chair of any overview and scrutiny committee, see further Article 8 (Overview and Scrutiny) in Part 2 of the

¹ Special powers or duties include any chairing responsibilities. A substitute may exercise any voting rights exercisable by the member for whom they substitute.

Constitution².

- 3.2. The Chair of any overview and scrutiny sub-committee will be appointed by the appointing overview and scrutiny committee.

4. Conflicts of Interest

- 4.1. No member of an overview and scrutiny committee nor of a sub-committee may scrutinise a decision (whether or not implemented) in which they were directly involved as a member of the committee or sub-committee which made the decision.
- 4.2. Such a member may only attend the overview and scrutiny committee or sub-committee to:
 - make representations,
 - answer questions, or
 - give evidence about the decision.

5. Quorum

- 5.1. At least two-thirds of the total number of members of any overview and scrutiny committee or sub-committee must be present at a meeting before business may be transacted.

6. Working Groups

- 6.1. An overview and scrutiny committee or sub-committee may appoint a working group to contribute to and inform the scrutiny process, including by making recommendations.

7. Work Programme and referral of matters to an Overview and Scrutiny Committee or Sub-Committee

- 7.1. Each overview and scrutiny committee or sub-committee will set its own work programme.
- 7.2. The Combined Authority, any of its committees or the Mayor may ask an overview and scrutiny committee to review any matter or assist in developing budget and policy proposals, provided that the request is made in writing to the Scrutiny Officer, who will ensure that the matter is included in the agenda for, and discussed at, a meeting of the committee or sub-committee.
- 7.3. The following matters may be referred to an overview and scrutiny committee:
 - a) A member of an overview and scrutiny committee may refer to the committee any matter which is relevant to the functions of the committee,

² The Combined Authority may appoint the Deputy Chair of an overview and scrutiny committee, but if no such appointment is made, the committee may appoint a Deputy Chair.

- b) A member of an overview and scrutiny sub-committee may refer to a sub-committee any matter which is relevant to the functions of the sub-committee,
- c) A Combined Authority Member may refer to an overview and scrutiny committee any matter which is relevant to the function of the committee and is not an excluded matter; and
- d) any member of a Constituent Council or the Non-Constituent Council may refer to an overview and scrutiny committee any matter which is relevant to the functions of the committee and is not an excluded matter.

7.4. Where a matter is referred to an overview and scrutiny committee by any member under Standing Order 7.3 (c) or (d) above, in considering whether to review or scrutinise a matter referred to the committee, the committee must have regard to any representations made by the member referring the matter as to why it would be appropriate for the committee to review or scrutinise the matter. If the committee decides not to review or scrutinise the matter, it must notify the member of its decision and the reasons for it.

7.5. An overview and scrutiny committee must provide a member with any copy of any report or recommendations which it makes in connection with any matter referred to it by the member under Standing Order 7.3 (c) or (d) above.

7.6. The LEP may seek input from an overview and scrutiny committee on any issue relating to policy and strategy development or otherwise. Any such request must be put forward to the Scrutiny Officer in the first instance, who will ensure that the matter is included in the agenda for, and discussed at, a meeting of an overview and scrutiny committee or sub-committee.

8. Scrutiny of the LEP

8.1. The LEP and the Combined Authority (as the accountable body for the LEP) have agreed that the Combined Authority's scrutiny arrangements extend to the LEP, in accordance with these Standing Orders.

8.2. The LEP has agreed to share information with any overview and scrutiny committee or sub-committee, so that the committee or sub-committee can provide robust scrutiny and advice.

8.3. The contribution of the LEP to any meeting of an overview and scrutiny committee or sub-committee will be recorded with the outcome in the minutes of the meeting.

9. Meetings

9.1. Overview and scrutiny committees will schedule regular meetings and meet as often as required to effectively discharge their functions.

9.2. An extraordinary meeting of an overview and scrutiny committee may be called by:

- the Chair of the committee, or
- any five members of the committee from at least two different Constituent Councils.

10. Attendees

10.1. An overview and scrutiny committee or sub-committee may require the Mayor or any other Combined Authority Member or an officer³ of the Combined Authority to attend before it to answer questions⁴ or to provide information about any matter within its terms of reference.

10.2. Where a committee or sub-committee requires the Mayor or any other Combined Authority Member or officer to attend, the Scrutiny Officer shall inform that person in writing giving at least 5 clear working days' notice of the meeting. The notice will state:

- the date of the meeting they are required to attend,
- the nature of the item, and
- whether they must produce any papers for the committee.

10.3. The Mayor, any other Combined Authority Member, or officer must comply with any notice they are given.

10.4. Where, in exceptional circumstances, the person is unable to attend on the required date, the overview and scrutiny committee shall consult with the person to arrange an alternative date.

10.5. An overview and scrutiny committee or sub-committee may invite other people⁵ to attend any meeting to:

- address it,
- provide information,
- discuss issues of local concern, and/or
- answer questions.

³ The expectation is that this would be the Combined Authority's Managing Director or other senior officer who has exercised delegated authority in respect of an issue, or their nominee.

⁴ A person is not obliged to answer any question which the person would be entitled to refuse to answer in or for the purposes of proceedings in a court in England and Wales.

⁵ Including any Co-optee; members and officers from Constituent Councils, the Non-Constituent Council or other councils within the Leeds City Region; any member of the LEP Board; members of the public; any other stakeholders, advisors or assessors. The committee may pay any advisers, assessors and witnesses a reasonable fee and expenses.

- 10.6. Each member of an overview and scrutiny committee or sub-committee will be given the opportunity to ask attendees questions, contribute and speak.
- 10.7. Attendees assisting the committee must be treated with respect and courtesy.

11. Reports and Recommendations

- 11.1. An overview and scrutiny committee or sub-committee may make reports or recommendations to the Combined Authority⁶ or the Mayor.
- 11.2. If an overview and scrutiny committee or sub-committee cannot agree a final report, a minority report may be prepared and submitted as an appendix to the majority report.
- 11.3. An overview and scrutiny committee or sub-committee may publish any report or recommendations, subject to Standing Order 13.
- 11.4. Where in the opinion of an overview and scrutiny committee, any report or recommendation relates significantly to any LEP activity or to LEP governance, the report or recommendation shall also be submitted to the LEP Board for consideration in a timely manner. Any response of the LEP Board shall be reported back to the overview and scrutiny committee or sub-committee which made the report or recommendation⁷.
- 11.5. Where in the opinion of an overview and scrutiny committee, any report or recommendation is of particular significance to any Constituent Council or the Non-Constituent Council over and above any other Council, the report or recommendation shall also be submitted to that Council for consideration. Any response of that Council shall be reported back to the overview and scrutiny committee or sub-committee which made the report or recommendation.

12. Notice

- 12.1. An overview and scrutiny committee or sub-committee may by notice require the Combined Authority or the Mayor within 2 months of receiving any report or recommendations or (if later) the notice, to:
 - consider the report or recommendations,
 - respond to the overview and scrutiny committee or sub-committee indicating what (if any) action the Combined Authority or the Mayor proposes to take,

⁶ All references to the Combined Authority in Standing Order 11 should be taken as including a reference to any relevant committee with authority to consider and respond to reports and recommendations on behalf of the Combined Authority. The Scrutiny Officer shall in consultation with the Chair of an overview and scrutiny committee determine whether a report or recommendation shall be considered by such a committee or by the Combined Authority.

⁷ Where a notice has been served on the Combined Authority in accordance with Standing Order 12, any response of the LEP Board shall also be reported to the Combined Authority.

- publish the response, if the overview or scrutiny committee or sub-committee has published the report or recommendations, subject to Standing Order 13 below.

12.2. The Combined Authority or the Mayor must respond to a report or recommendations made by an overview and scrutiny committee or a sub-committee, within 2 months beginning with the date on which the Combined Authority or Mayor received the notice, and subject to Standing Order 13 below.

13. Publishing a Document: Confidential and Exempt Information

13.1. Standing Order 13.2 applies to the publication of any document comprising a report or recommendations of an overview and scrutiny committee or sub-committee, or a response of the Combined Authority or the Mayor to any such report or recommendations.

13.2. In publishing the document the overview and scrutiny committee, sub-committee, the Combined Authority or the Mayor must exclude any confidential information⁸ and may exclude any relevant exempt information⁹, see further the Access to Information Rules in Part 4 of the Constitution.

13.3. When providing a copy of a document, the overview and scrutiny committee, sub-committee, the Combined Authority or the Mayor may exclude any confidential information or relevant exempt information.

13.4. Where information is excluded, the overview and scrutiny committee, sub-committee, the Combined Authority or Mayor:

- may replace so much of the document as discloses the information with a summary which does not disclose that information, and
- must do so if, in consequence of excluding the information, the document published would be misleading or not reasonably comprehensible.

14. Call-In of Decisions

14.1. The following decisions may be called-in for scrutiny:

- any decision of the Combined Authority¹⁰ or of any decision-making committee of the Combined Authority¹¹, and
- any Key Decision taken by the Mayor, other Combined Authority

⁸ This has the meaning given by section 100A (3) of the Local Government Act 1972.

⁹ This means exempt information of a description specified in a resolution of the overview and scrutiny committee or sub-committee or the Combined Authority which applied to the proceedings, or part of the proceedings at any meeting at which the report was or recommendations were considered.

¹⁰ Including in relation to the Combined Authority's role as the accountable body for the LEP.

¹¹ With the exception of the Governance and Audit Committee.

Member (on behalf of the Mayor) or an officer.

with the exception of:

- any decision which the decision-maker has resolved is urgent¹².
- any decision relating to approving or amending governance arrangements

14.2. **Five members of the overview and scrutiny committee** to include **at least one member from two different Constituent Councils** may call-in a decision eligible for call-in by notifying the Scrutiny Officer by 4pm on the **fifth working day** following publication under Standing Order 14.3 or 14.4.

14.3. The Head of Legal and Governance Services shall publish details¹³ of any decision taken at a meeting of **the Combined Authority or committee** eligible for call-in within **2 clear working days** of a meeting.

14.4. Any other **Key Decision taken by the Mayor, a Combined Authority Member** (on behalf of the Mayor) or taken by **an officer** will be published as a written record within **2 clear working days** of the decision being made, see further Article 13 (Decision Making) in Part 2, and the Access to Information Rules in Part 4 of the Constitution.

15. Implementing and Scrutinising Decisions which are Eligible for Call-In

15.1. An urgent decision may be implemented immediately¹⁴.

15.2. Any other decision of the Combined Authority or a committee, or Key Decision taken by the Mayor, any other Combined Authority Member (on behalf of the Mayor) or an officer may be implemented after **midday** of the **sixth clear working day** after the publication of the decision, unless it is called-in.

15.3. On receipt of a call-in request, the Scrutiny Officer shall:

- notify the decision-maker¹⁵ of the call-in,
- consult with the Chair of the relevant overview and scrutiny committee about whether to issue a direction under Standing Order 15.4 below, and
- call a meeting of the overview and scrutiny committee, to scrutinise the decision.

¹² A decision will be urgent if any delay likely to be caused by the call-in process would prejudice the Combined Authority's, any Constituent Council's or the public's interests.

¹³ To members of the relevant overview and scrutiny committee.

¹⁴ The Scrutiny Officer must report such decisions to the next available meeting of the relevant overview and scrutiny committee, together with the reasons for urgency.

¹⁵ That is, (for Non-Mayoral Functions) each Combined Authority Member, or the members of the relevant committee or the relevant officer, or (for Mayoral General Functions) the Mayor or other Combined Authority Member or officer.

- 15.4. Where a decision is called-in, the Scrutiny Officer, in consultation with the Chair of the relevant overview and scrutiny committee, may direct that the decision is not to be implemented while it is under review or scrutiny by an overview and scrutiny committee, for a period not exceeding 14 days from the date on which the direction is issued.
- 15.5. An overview and scrutiny committee must scrutinise the decision within 14 days of the Scrutiny Officer receiving the request for call-in, or before the expiry of any direction, if earlier.
- 15.6. Where an overview and scrutiny committee has scrutinised a decision, it may recommend that the decision is re-considered by the decision-maker¹⁶. Any decision which is recommended for re-consideration may not be implemented while any direction under this Standing Order is of effect, except in accordance with Standing Order 15.7 below.
- 15.7. The Scrutiny Officer will notify the decision-maker¹⁷ of the outcome of the scrutiny by the overview and scrutiny committee, within **2 clear working days** of the meeting. Where the decision has not been recommended for re-consideration, it may be implemented on receipt of this notification.
- 15.8. The decision-maker must reconsider any decision not later than 10 days after the date on which the recommendations of an overview and scrutiny committee are received.
- 15.9. The Chair of the overview and scrutiny committee or their nominee may attend any meeting which is re-considering the decision, to present the report or recommendations¹⁸.
- 15.10. The decision-maker may confirm, amend or rescind the decision. Their response should be published in accordance with Standing Order 13.
- 15.11. A decision which has been confirmed or amended by the decision-maker may be implemented immediately.

16. Guidance of the Secretary of State

- 16.1. An overview and scrutiny committee or sub-committee must have regard to any guidance issued by the Secretary of State¹⁹.

¹⁶ The Scrutiny Officer shall in consultation with the Chair of the overview and scrutiny committee determine whether a report or recommendation relating to a decision of an officer or a committee in respect of Non-Mayoral Functions is considered by the Committee (where the decision falls within its terms of reference) or the Combined Authority. A report or recommendation relating to a decision of the Combined Authority shall be considered by the Combined Authority. In relation to Mayoral General Functions, the Mayor should be asked to consider any report or recommendation.

¹⁷ Notification of the outcome shall be provided to each Combined Authority Member, or of any relevant committee, or to the relevant officer.

¹⁸ The Chair must notify the Scrutiny Officer that they intend to attend the meeting 3 clear working days before the meeting. The Mayor should invite the Chair or their nominee to present the report or recommendations to them.

¹⁹ Under Local Democracy, Economic Development and Construction Act 2009 Schedule 5A paragraph 2(9).

17. Statutory Scrutiny Officer

- 17.1. Any references in these Standing Orders to the Scrutiny Officer are to the officer designated as such by the Combined Authority, see further Article 12 (Officers) at Part 2 of this Constitution.
- 17.2. The Combined Authority shall not designate an officer of any Constituent Council as Scrutiny Officer for the Combined Authority.
- 17.3. The statutory functions of the Scrutiny Officer are:
 - to promote the role of any overview and scrutiny committee or sub-committee,
 - to provide support and guidance to any overview and scrutiny committee or sub-committee and its members, and
 - to provide support and guidance to members of the Combined Authority in relation to the functions of any overview and scrutiny committee or sub-committee.
- 17.4. The Scrutiny Officer shall also facilitate appropriate scrutiny of LEP decision-making and achievements.

18. Additional Rights of Access to Documents

- 18.1. Additional rights of access to documents for members of any overview and scrutiny committee or sub-committee are set out in the Access to Information Rules in Part 4 of the Constitution.

19. Public Notice of Proposed Key Decisions

- 19.1. Provisions relating to the public notice of proposed Key Decisions are set out in the Access to Information Rules in Part 4 of the Constitution.

20. Interpretation

- 20.1. The Chair of an overview and scrutiny committee meeting or sub-committee meeting shall make any final decision at that meeting about:
 - how the Scrutiny Standing Orders should be interpreted with respect to the conduct of the meeting, or
 - any question of procedure not provided for by the Scrutiny Standing Orders.
- 20.2. The Head of Legal and Governance Services shall make any final decision about how to interpret any Scrutiny Standing Order outside of a formal committee or sub-committee meeting.

Document version control

Municipal Year:	2022-23
Version:	1 - 22/23
Document approved by:	The Combined Authority
Date:	23 June 2022
To be of effect from:	23 June 2022

**MINUTES OF THE MEETING OF THE ECONOMY SCRUTINY
COMMITTEE HELD ON WEDNESDAY 9 MARCH 2022 IN COMMITTEE
ROOM 1, WELLINGTON HOUSE, 40-50 WELLINGTON STREET,
LEEDS, LS1 2DE**

Present:

Councillor Aneela Ahmed	Bradford City Council
Councillor Bob Felstead	Bradford City Council
Councillor Stephen Baines (Deputy Chair)	Calderdale Council
Councillor Susan Press	Calderdale Council
Councillor Richard Smith (Chair)	Kirklees Council
Councillor Harpreet Uppal	Kirklees Council
Councillor Kayleigh Brooks	Leeds City Council
Councillor Jonathan Bentley	Leeds City Council
Councillor Dawn Collins	Leeds City Council
Councillor Tony Wallis	Wakefield Council
Councillor Tony Hames	Wakefield Council
Councillor Andrew Hollyer	York City Council

In attendance:

Brian Archer	West Yorkshire Combined Authority
Khaled Berroum	West Yorkshire Combined Authority
Mayor Tracy Brabin (Minute 8 only)	West Yorkshire Combined Authority
Judith Furlonger (Minute 8)	West Yorkshire Combined Authority
Alison Gillespie (Minute 8)	West Yorkshire Combined Authority
Thomas Purvis	West Yorkshire Combined Authority
Hannah Scales	West Yorkshire Combined Authority
Phil Witcherley (Minute 8)	West Yorkshire Combined Authority

1. Apologies for absence

Apologies for absence were received from Councillors

The meeting was confirmed as quorate with 12 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. Minutes of the meeting held on 17 November 2021

Resolved: That the notes of the inquorate meeting held on 17 November 2021 be noted and entered as public record of what was discussed.

5. Notes of the informal meeting held on 19 January 2022

Members asked that the notes capture their view that social housing was an important element in achieving more affordable housing.

Resolved: That the notes of the informal meeting held on 19 January 2022 be noted and entered as public record of what was discussed, pending the above amendment.

6. Chair's update and comments

The Committee received a verbal update from the Chair. Members noted the initial proposed changes to the Committee structure and plans going forward to transfer place/environment work from the Economy Scrutiny Committee remit to Transport Scrutiny Committee, an update to follow. The Committee also heard that a wrap-up session was due to be arranged for the end of the year to discuss lessons learned, evaluate performance and forward plan for the coming year.

Considering the economic impact of the Ukraine crisis and the sanctions on Russia and freezing of assets, the Chair invited the Director of Economic Services to give a brief update. Key points from the update included:

- The challenge of significant inflationary pressures due to inflation which was 5.5% two weeks prior to the meeting and was expected to rise to 7%. An example of the impact was the cost of gas which was 20p per therm last year compared to the current price, £2.24 per therm.
- According to statistics there was 158 companies in West Yorkshire currently exporting to Russia. Members heard that a large number of businesses had grown on the back of Russian brands, and it would have an impact on some companies more than others.
- Food production - around 25% of global wheat production was from Russia and Ukraine.
- Cyber security – the crisis had significantly increased the risk of cyber-attacks and hacking, with one local firm saying they were not going public with the help they were giving Ukraine with fear of cyber-attacks.
- The long-term impact of stability was evident, investors had been moving out of public investments to gold and currency. There were increased regulatory burdens expected also.
- In-work Universal Credit claims had increased while business liquidations had stabilised in the new year.

Resolved: That the Chair's verbal update and the Director's update on economic impact be noted.

7. Corporate Scrutiny Work Programme 2021/22

The Committee considered the Work programme for 2021/22. The Annual Report was due to be produced and short wrap-up sessions arranged for each Scrutiny Committee.

Resolved: That the report and comments be noted.

8. Mayor's Question Time – Tracy Brabin

The Chair thanked the Mayor Tracy Brabin for attending Economy 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:

- Partnerships and delivery
- Skills and jobs
- Businesses
- Culture
- Housing

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

1. Partnerships and Delivery

- **Quality of partnerships:** the Mayor felt that the Local Authorities were aligned and working well together, they all had similar challenges and agreed on solutions.
- **Delivery capacity:** Gainshare was being used to support each member authority in developing a pipeline of projects ready for bidding in new government funding announcements. The Mayor felt government didn't understand delivery capacity issues facing local government and was too demanding in the number of funding announcements and the limited time to deadlines requiring resources to be spent on bidding.
- **York:** West Yorkshire worked with York on various joint schemes, not just in transport, but also in business. Further devolution to York was supported as it would also benefit West Yorkshire.
- **Leeds-centricity & West Yorkshire levelling up:** Members had the perception of Leeds centricity. Other cities and towns felt side-lined, particularly on office space. Wakefield Council was bidding for the new Rail HQ, but it was bidding against larger areas/authorities such as Doncaster, Preston and York.

2. Jobs and skills

- **Labour shortages:** Members heard of the use of the Adult Education Budget (AEB) budget to respond to reactive labour needs such as the HGV driver training during the recent shortage.
- **Green jobs:** There was demand for green jobs in the development of EV charging infrastructure and EV mechanics, retrofitting homes opportunities and the use of AEB funding to help. Members wished to know the definition of a 'green job'; to ensure it was not the marketing industry 'greenwashing' campaigns, but direct jobs for example as EV related workers and electric boiler fitters.
- **Parent workers:** The importance of support for parent workers, particularly women.
- **Over 50s:** The CA wanted to support people to reskill as their careers progressed. Older workers had been positively targeted through the employment Hub to help people get back into work.
- **University engagement:** The Mayor had regular meetings with Vice Chancellors encouraging positive engagement. The Mayor emphasised the importance of careers advice, working with businesses and helping young people make important choices.

3. Business

- **Support for small businesses:** historically economic development policy focussed on businesses with growth potential. There were various versatile initiatives to support small/medium sized businesses including integral local, community businesses such as 'corner shops' which may not be looking to grow.
- **Cost of living:** the cost-of-living crisis was affecting business costs/expenses and there were schemes in place to advise/fund businesses helping them in reducing energy costs through greater efficiency.
- **Grants vs advice;** Members felt that on occasion, businesses needed invaluable advice rather than money – which the CA did also provide in its services.
- **Late payments:** Businesses and in particular small businesses struggled with late/backdated payments which was a recognised issue. Members heard this problem was addressed as part of the 'Fair Work Charter' and other initiatives.
- **Inclusive growth:** Members felt there was a lack of clarity around the definition of 'inclusive growth' and whether the CA sought to make only the new growth element inclusive or the entire existing economy inclusive. Members heard that the goal was to grow the economy further and in an inclusive way that shared the benefits of growth. Some work such as the 'Fair Work Charter' sought to make the existing economy fairer and more inclusive.
- **Leeds Bradford Airport (LBA):** LBA was considered an example of the tension and conflict between economic growth and the climate emergency action. Expanding the airport would lead to increased carbon emissions but the Mayor felt that the region couldn't remain competitive with other regions without its own modern airport.

4. Housing

- **House production rate:** The rate of housing development hadn't increased in 10 years, which had contributed to the rising house prices.
- **MCA housing powers:** Members understood that the CA/Mayor can't build houses, but the CA could help Local Authorities deal with issues such as land-banking through Compulsory Purchase Orders (CPO) or develop less viable land through devolved funding.
- **Viability of land:** The majority of land especially in districts such as Calderdale was harder to develop due to the area's terrain. The Brownfield Fund was designed to help councils develop such difficult land, that requires a lot more funding to make viable.
- **Social/council housing:** 5000 'affordable' homes target did not include a specific proportion as social housing. Members of the public often viewed affordable housing as social housing for rent. Members thought the affordable housing definitions were too subjective – what was affordable for one, may not be affordable for another.
- **Developers:** Members discussed that far too often developers agreed to develop affordable housing, then under technicalities renege on their agreements by citing lack of profitability due to 'unforeseen' viability costs after the fact. Members heard that an area in Horsforth gave up greenbelt land for a development of affordable housing and did not get any in the end. Members discussed the possibility of Mayoral soft power being utilised by identifying good and bad developers who adhere to agreements.
- **'Wellness' and 'place':** Price was not the only factor for good housing; also access and connectivity to amenities such as food and transport were equally as desirable. It was not just about houses, it was also about the area and place, an example being those fortunate to have garden space during the pandemic compared to people who didn't.

5. Culture

- **Networking and inclusivity:** Creative industries are centred around networking, contacts and relationship building. This could put people from various social classes at a disadvantage. It was suggested that peer networking opportunities should be part of the Creative Catalyst and Channel 4 programmes.
- **Culture and wider regeneration:** This could create a wide range of jobs in acting, producing, writing, digital, marketing, building, logistics and hospitality to contribute to wider economic growth.

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

This page is intentionally left blank



Report to: Economy Scrutiny

Date: 21 September

Subject: **Economic Update**

Director: Alan Reiss, Director of Strategy, Communications and Policing

Author: Tom Purvis, Economic Analysis Manager

1. Purpose of this Report

- 1.1. This report provides information about the latest economic and business intelligence within West Yorkshire, focussing primarily on the issues relating to the cost-of-living crisis across the economy, and the upcoming increase in energy prices.

2. Information

National Data

- 2.1. **Interest rates have been increased by 50 basis points to 1.75% in August**, pushing the price of mortgages up, as well as the cost of credit. As well as announcing an increase in interest rates, the Bank of England released updated forecasts:
- The **Consumer Price Index is expected to increase to over 13% in Q4 2022**. Inflation is expected to remain above 5% until Q1 2024;
 - The **UK economy is now expected to have five quarters of negative growth across 2023/24**;
 - **Real wages are expected to decline by 3.5% throughout 2022 and a further 4.25% fall in 2023**.

Regional Data

- 2.2 The Combined Authority has access to a Regional Econometric Model ("REM"), which provides forecasts for the area. We have also commissioned updated forecasts to understand how the current cost of living crisis is impacting the wider West Yorkshire economy. The rate of growth in the updated forecasts is considerably lower than the REM, which was produced earlier in the year, for the years 2022 and 2023. The REM predicted growth of 5.7% and 1.7% for 2022 and 2023 respectively across West Yorkshire. **The updated forecasts bring these figures down to 2.5% and 0.5%. The expectation then is that long-run**

growth will be slightly reduced until 2028, compared to pre-cost-of-living crisis, suggesting there will be some economic scarring from the ongoing economic climate.

2.3 The Combined Authority has recently surveyed 1,000 businesses across West Yorkshire to understand business sentiment in the current economic climate.

The key results are:

- 43% of businesses expect the business climate to remain as it currently is, whilst 30% expect it to worsen;
- **30% expect to increase employment levels**, whilst only 5% expect employment levels to decrease;
- The two main barriers to growth cited by businesses were **decline in demand (17%) and availability of skilled labour (16%)**;
- **33% of respondents expect their wage bill to remain the same over the next 12 months**. Of the 63% that expect their wage bill to increase, over half anticipate wage increases of less than 10%;
- **69% expect the prices they charge to customers to increase over the next 12 months**. Over half (51%) expect that price increase to be between 5 and 10%.

Appendix 1 of this report provides an insight into the sentiment of each sector of the West Yorkshire economy, along with the Combined Authority and the LEP's support packages.

2.4 Fuel poverty in West Yorkshire was greater than the national average prior to the pandemic (**17% of West Yorkshire households, compared with 13% nationally**). With standing charges in Yorkshire among the highest in the UK, **simply using less power will not solve the problem for many**. West Yorkshire households are in a worse position to deal with these increased costs for two reasons:

- Firstly, **dwellings with an EPC rating of C or above are lower in West Yorkshire than nationwide (46.9% compared with 53.8%)**. This means that more homes in West Yorkshire require more energy to heat and light than the average home in the UK.
- Secondly, just under one in three people in West Yorkshire (765,000 people) live in neighbourhoods that fall into the most income-deprived 20% in England, and **18% of the West Yorkshire population (421,000 people) live in neighbourhoods in the most income-deprived 10% in England**.

2.5 **People who use pre-payment meters will pay more than the energy price cap (105,000 households in West Yorkshire)**, highlighting the price of poverty. There is no price cap on alternative energy sources, such as oil, coal, and LPG gas. This leaves rural communities more exposed to rising energy costs. The new price cap means that people no longer have the headroom to pay their energy bills. **In West Yorkshire, we already have 18% of people spending over 90% of their gross income on essential items such as food and fuel.**

Once the price cap goes up in October, this figure will increase to over 30%.

- 2.6 Data collected by the University of Sheffield in 2021 shows **four out of the five West Yorkshire districts as having a higher share of food insecurity than the national average**. Nationally, **4% of adults went hungry due to not being able to afford food**. In Leeds this figure was 2%, it was 6% in Kirklees, 7% in Wakefield and 8% in both Bradford and Calderdale. Since this data was collected, food prices have accelerated significantly, with the cost of wheat-related goods climbing drastically due to the Russia-Ukraine War.
- 2.7 Between Q1 2020 and Q4 2021, unsecured lending to households in West Yorkshire declined by 18%. However, low-income households were at greater risk of unemployment and furlough throughout the pandemic, compared to high-income households, suggesting **that the reduction has been primarily driven by high-income households paying off debt whilst remaining economically active, with likely reduced commuting costs, throughout the pandemic**. It is also likely that the poorest will be the most reliant on credit going forward, which is becoming more expensive with rising interest rates.

3. Tackling the Climate Emergency Implications

- 3.1. Fuel use increases over the Winter due to colder temperatures. West Yorkshire homes are less likely to have an EPC C+, meaning that the region is more likely to need to use energy for heating. Analysis by the Resolution Foundation suggests it costs 58% more to heat a home rated as EPC D or lower, than it does C or above.

4. Inclusive Growth Implications

- 4.1 According to the Resolution Foundation, lower-income households will have to reduce non-essential spending by three times as much as higher-income households to afford essential bills such as energy. West Yorkshire has a higher share of people in lower-income households, suggesting that spending will be cut significantly more across West Yorkshire than other areas.
- 4.2 Wages are already struggling to keep pace with inflation (median wages have increased by 7%, meanwhile inflation is above 10%). As of 17 August, the UK Government has not indicated that benefit payments (in and out of work) will be increased in-line with inflation. Therefore, many families will be facing real term cuts in their household incomes (from wages and benefits). West Yorkshire has a higher percentage of people claiming out-of-work benefits compared to the national average (4.8% compared to 3.7%). West Yorkshire also has a higher percentage of people claiming in-work benefits compared to the national average (8.6% compared to 7.7%).

5. Equality and Diversity Implications

- 5.1. A recent survey conducted by the Office for National Statistics showed that 89% of adults in Great Britain report concerns over the increase in the cost of

living. Within this group, 57% have stated that they are spending less on nonessentials, 51% are trying to reduce their energy consumption at home, and 42% are cutting back on non-essential journeys. 23% are using their savings to cover the increased costs, whilst 13% have stated that they are using more credit than usual. Disabled people are more likely to have reduced their spending on food and essentials, than non-disabled people (42%, compared with 31%). Over 70% of the poorest people have already started to cut spending on food and other essentials. The survey also highlights that older people, particularly those aged between 55 and 74, have already started to reduce their energy consumption. The previous iteration of the survey highlighted that women and Asian people were in a particularly precarious position, relative to the national average.

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. Members are asked to note the latest intelligence around the West Yorkshire economy.

11. Background Documents

None.

12. Appendices

Appendix 1 – Economic Update Slides

Economic Update

29

21 September 2022

LCR Business Survey

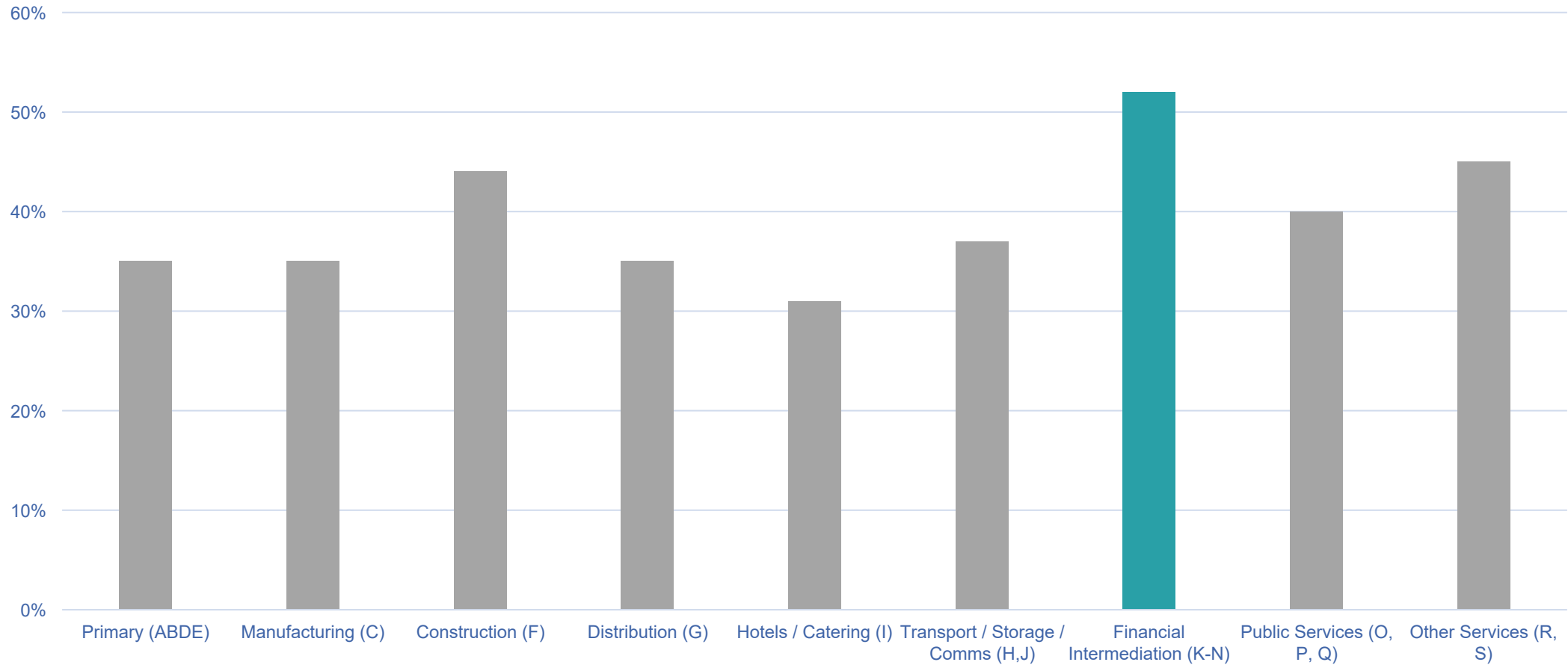
30

Fieldwork carried out by BMG Research from June to August 2022

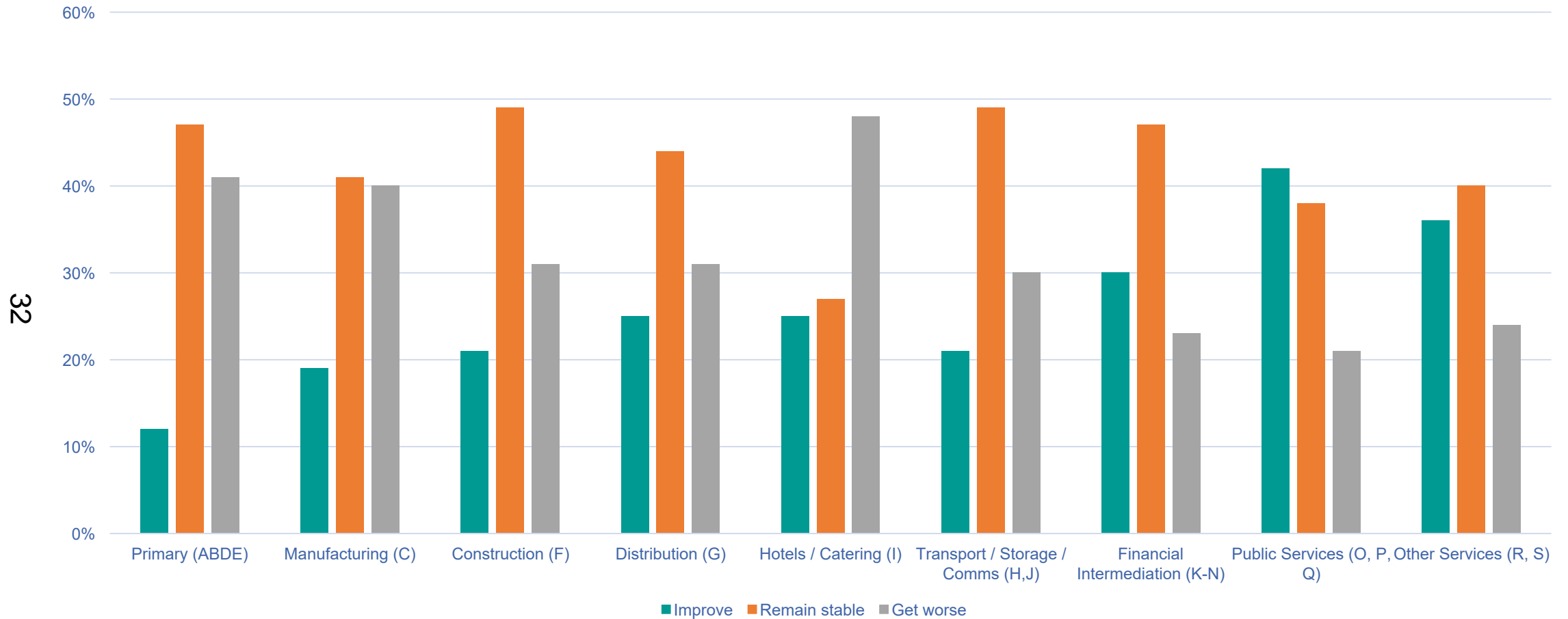


41% of businesses believe that their performance has improved over the past 12 months

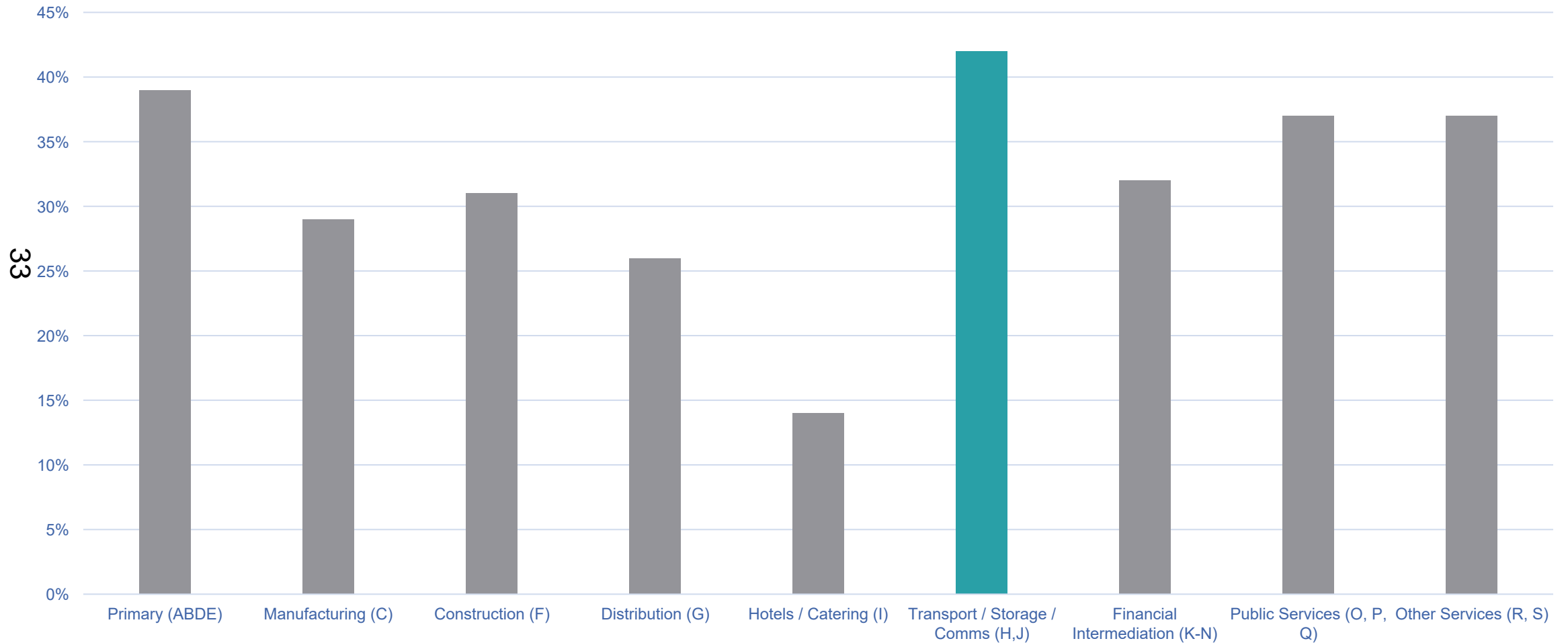
31



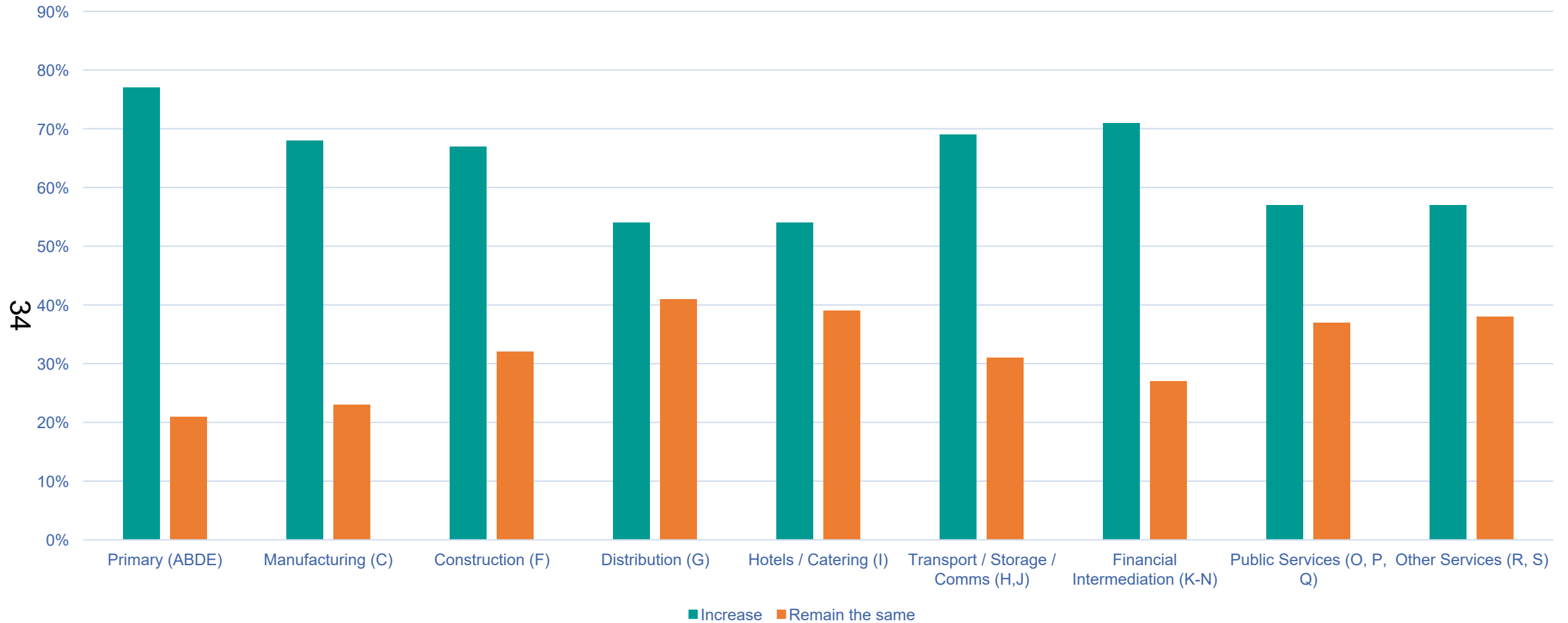
43% of businesses expect the business climate to remain as it currently is, whilst 30% expect it to worsen



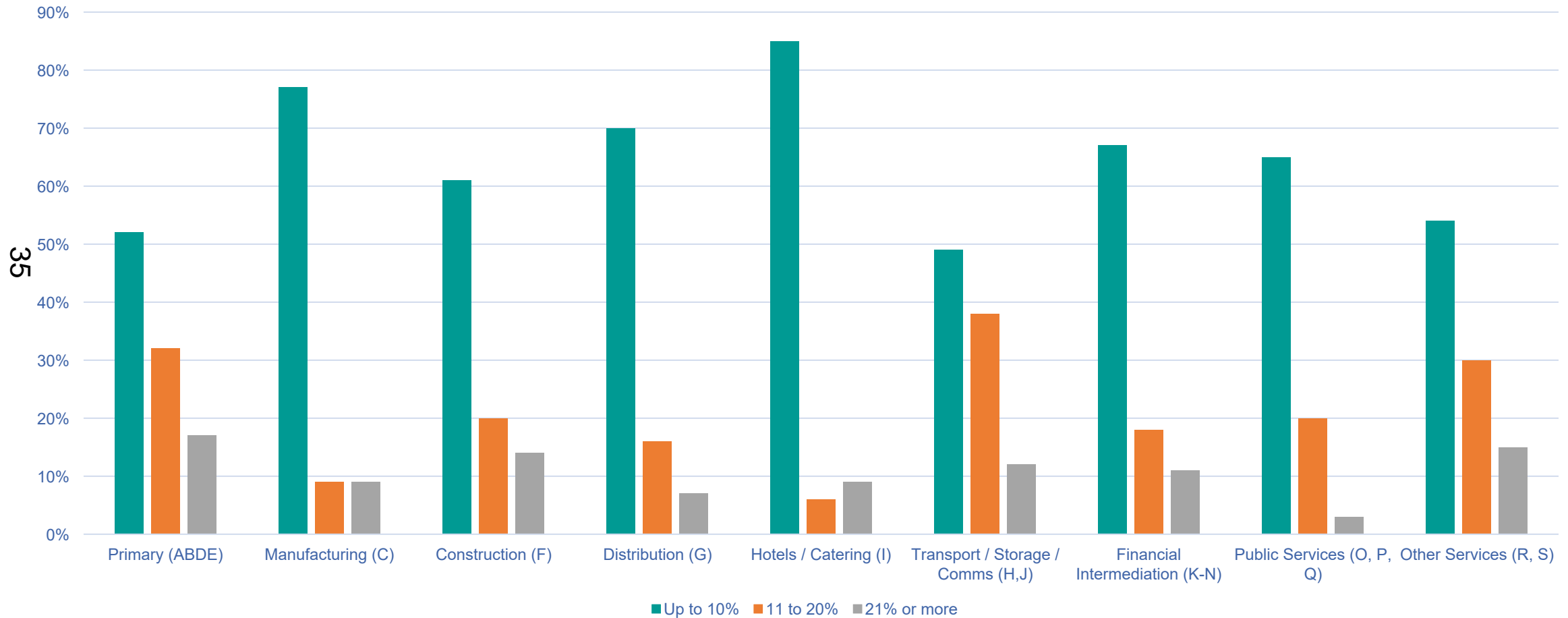
30% expect to increase employment levels over the next 12 months



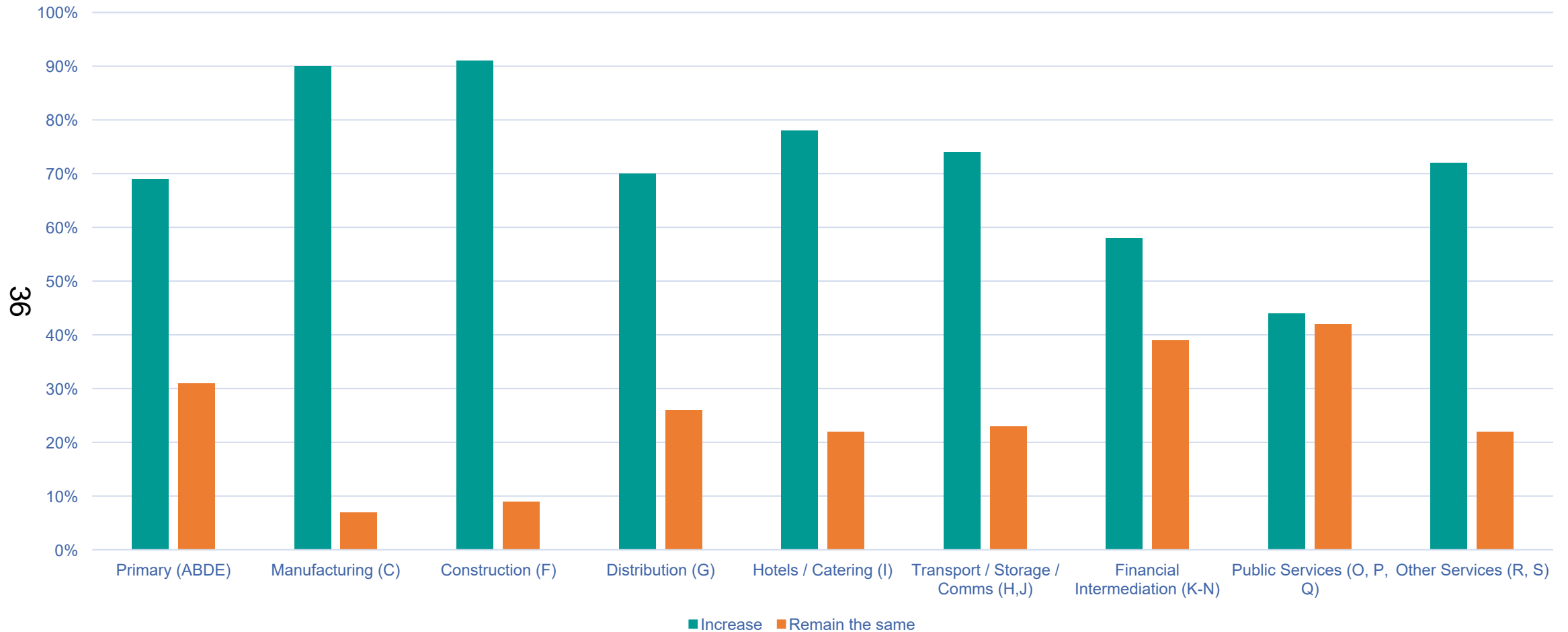
30% of respondents expect their wage bill to remain the same over the next 12 months



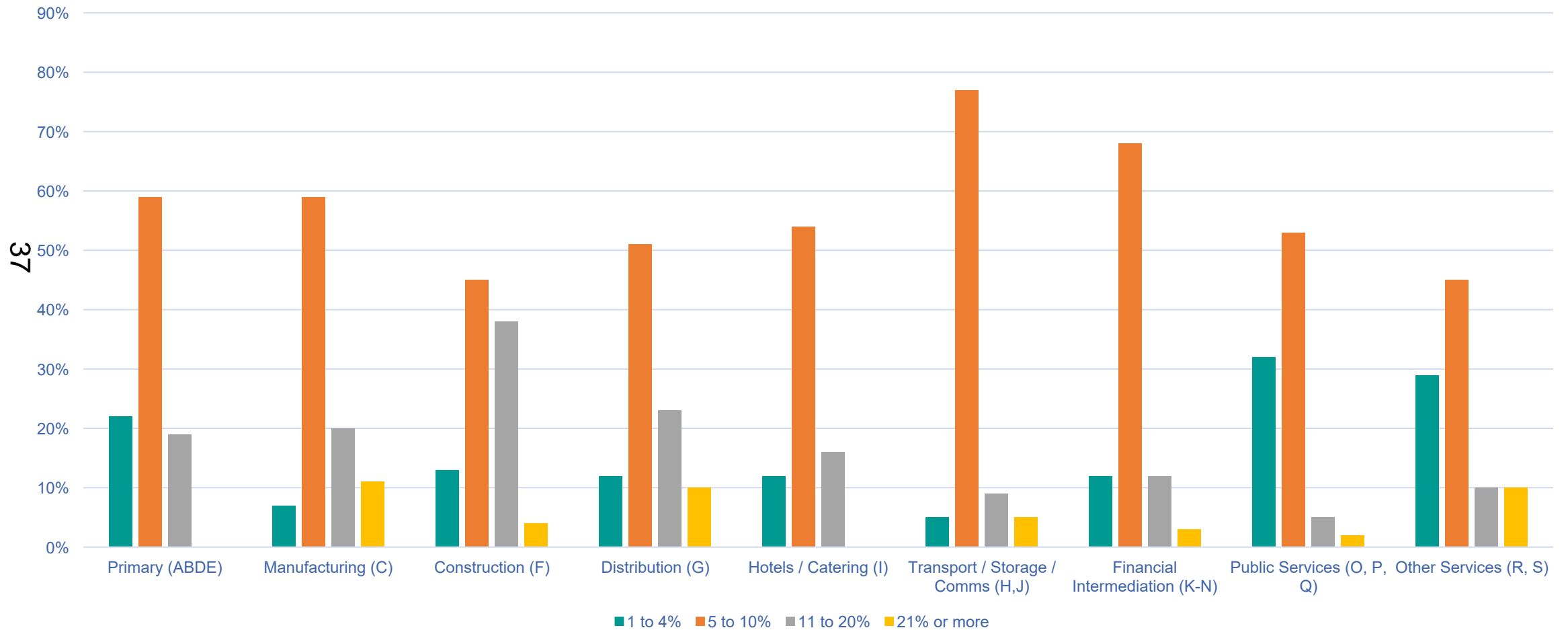
Of the 66% that expect their wage bill to increase, over half anticipate wage increases of less than 10%



69% expect the prices they charge to customers to increase over the next 12 months



Over half expect that price increase to be between 5 and 10%



The Combined Authority and LEP's Response

38



Existing Business Support Programmes (1)

Current Business Support	Description
Business Growth Programme	<p>A scheme for businesses with 100 employees or less. The scheme provides businesses with grants between £10,000 and £50,000, particularly those in key growth sectors such as health and life sciences, low-carbon, finance and digital/creative. Applications close 30 September 2022 and projects completed and claimed by 31 December 2022.</p>
Connecting Innovation	<p>Advice, guidance and funding for businesses to develop and commercialise new products, processes and services by working with an external third party, such as a university or research specialist business.</p>
Travel Plan Network	<p>Advice and support for employers of all sizes to implement active and sustainable travel into their operations, such as enhanced use of public transport, walking and cycling, car sharing and car park management.</p>
SME Investment Fund	<p>Equity and debt finance from £50k to £2m for West Yorkshire businesses with high growth potential. The fund is being managed on the CA's behalf by the Foresight Group following an open procurement exercise.</p>
Made Smarter	<p>Advice, guidance and grant finance to support SMEs to implement advanced digital technologies into their manufacturing operations. For example, artificial Intelligence, robotics, virtual reality, additive manufacturing, big data and internet of things. The programme is being delivered across Yorkshire with South Yorkshire CA as the lead, and with WYCA delivering the grant finance element.</p>

39

Existing Business Support Programmes (2)

Current Business Support	Description
Growth Service	<p>Access point for all businesses in West Yorkshire to find out what support is available to them and to be linked directly to the support, whether the support is being delivered by the CA or by any of its local, regional or national partners e.g., LAs, Innovate UK, Department for International Trade, Chambers of Commerce, universities & colleges etc.</p> <p>In addition, a team of SME Growth Managers provide account-management support to businesses in each district of the region, linking their clients to the right support at the right time in their growth and resilience journeys.</p>
40 ReBiz (Resource Efficiency & Circular Economy Programme)	<p>Programme offers businesses free efficiency audits and consultancy advice, business-support and up to 40% capital grant funding. The programme can help businesses reduce energy consumption, increase environmental performance, realise carbon savings and increase recycling and reuse activities.</p>
Strategic Business Growth Programme	<p>Programme helps SMEs with growth ambition to improve their performance and identify opportunities for growth. This includes working with leadership teams to align goals and ambitions and prioritise tasks to support company growth.</p>
#Grow	<p>Support for businesses in the creative, digital, med-tech or fin-tech sectors looking to expand and grow in the region. Businesses can apply for grant funding as part of the Digital Investment Fund linked to job creation.</p>
Enterprise West Yorkshire	<p>Support available for individuals planning to start a business, irrespective of sector, business model or growth plans. This includes finding support to start the business, identifying and engaging potential customers and practical business considerations such as insurance and financing.</p> <p>A specific workstream around supporting innovative entrepreneurs with high growth potential will be available in Autumn 2022.</p>

Existing Employment and Skills Programmes

Current Employment and Skills Support	Description
41 Employment Hub	A programme delivered until March 2023 through the West Yorkshire local authorities aimed at people of all ages provides support through individual advice, guidance, apprenticeship, training, and employment opportunities. The Hubs provide businesses with access to employment or recruitment support including apprenticeships and a talent matching service for individuals seeking employment.
Adult Education Budget	The devolved budget supports West Yorkshire residents who are employed and unemployed to gain sustained employment and increase skills for employed individuals to progress whilst in work.
Skills Connect	Programme delivered through a network of delivery partners that provides training courses for individuals to enable them to retrain and upskill in key sectors.
Apprenticeship Levy Transfer	Supports businesses who are not spending all their levy funding to transfer up to 25% of their annual contribution to fund apprentice opportunities in other organisations.

Discussion

42



Report to: Economy Scrutiny Committee

Date: 21 September 2022

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

Director: Angela Taylor, Director of Corporate & Commercial Services

Author: Hannah Scales, Scrutiny Support Officer

1. Purpose of this report

- 1.1 To discuss and agree the Economy 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

Economy Scrutiny Work Programme 2022/23

- 2.1 The Work Programme 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 Economy 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.
- 2.2 This year the Work Programme was set over the summer following discussions between the Scrutiny Chairs and Deputies, Scrutiny Members, scrutiny officers and the lead directors and officers for each committee. During discussions, amongst other things, they considered:
 - The committee's work last year and what should be rolled over
 - The Committee's amended remit and terms of reference
 - The number of meetings: three, excluding Mayors Question Time, each being two hours long
 - Combined Authority's main strategic priorities and the Mayors Pledges
 - Major ongoing and upcoming challenges for West Yorkshire residents
 - Members' areas of expertise and interests

- 2.3 The resultant draft work programme (including the other two scrutiny committees programmes) is attached at **Appendix 1** for amendment and/or confirmation.

Referrals to scrutiny

- 2.4 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.
- 2.5 There are no formal referrals for this committee to consider.

Key decisions and call in

- 2.6 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.
- 2.7 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.
- 2.8 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.
- 2.9 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](#).

Actions for the Statutory Scrutiny Officer

- 2.10 As outlined in Scrutiny Standing Order 17, the statutory scrutiny officer provides 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 That the Committee discusses and agrees the Economy Scrutiny Work Programme for 2022/23.

10. Background Documents

None.

11. Appendices

Appendix 1 – Scrutiny Work Programme

This page is intentionally left blank

DRAFT Scrutiny Work Programmes 2022/23

Summary of main topics

Committee	Topics	Meetings
Corporate	<ol style="list-style-type: none"> 1. Inflation & Budgets 2. Staffing (incl recruitment & retention) 3. Wellington House Refurbishment 4. Gainshare 	<ol style="list-style-type: none"> 1. 23 September 2022 2. 18 November 2022 3. 20 January 2023 4. 10 March 2023
Transport & Infrastructure	<ol style="list-style-type: none"> 1. Bus Service Improvement Plan (BSIP) 2. Active Travel 3. Behaviour Change & Decarbonisation 4. Freight & Rail 	<ol style="list-style-type: none"> 1. 22 September 2022 2. 17 November 2022 3. 19 January 2023 4. 9 March 2023
Economy	<ol style="list-style-type: none"> 1. The Economy (State of the Region) 2. Cost of Living 3. Skills and the Adult Education Budget 	<ol style="list-style-type: none"> 1. 21 September 2022 2. 16 November 2022 3. 18 January 2023 4. 15 March 2023
<i>All Committees</i>	<ol style="list-style-type: none"> 1. Mayors Pledges 2. Work programme 	

47

Corporate Scrutiny Committee

Meetings	Main Topic	Other topics	Objectives
23 September 2022	Inflation & Budgets	Inclusive Procurement update	Discuss the impact of inflation on all aspects of the Combined Authority and local authorities and plans for 2023 and look at the RAG assessments of projects and how these projects will be funded and prioritised going forwards.
18 November 2022	Mayor's Question Time		To question the Mayor on matters pertaining to corporate scrutiny since last November.
20 January 2023	Staffing (incl recruitment & retention)	Cyber Security update Any other corporate updates	Consider what extent the CA recruitment and retention practices need flexibility to address current labour market and the CA's struggle with retention.
10 March 2023	Wellington House Refurbishment Project	Integrated Corporate Systems Project update Any other corporate updates	Consider whether the refurbishment has achieved what it set out to, and the office is fit for purpose and whether it remained within budget and added value.
Workshop TBC	Gainshare		Discuss how the Gainshare funding has been spent, what plans are in motion for 2023 – as well as how inflation impacts Gainshare.

Transport & Infrastructure Scrutiny Committee

Meetings	Main topics	Objectives
22 September 2022	<ol style="list-style-type: none"> 1. Bus Service Improvement Plan (BSIP) update 2. Flexi Bus Scheme update 	<ol style="list-style-type: none"> 1. Continue to monitor the progress and implementation of the BSIP. 2. Monitor the Flexi Bus Scheme pilot and consider its success and possibility for further rollout
17 November 2022	Active Travel	<ol style="list-style-type: none"> 1. Review consultation processes and the success of active travel in the region and whether consultations involve residents. 2. Look into 'Low Traffic Neighbourhoods', 'the last mile' and possibility and accessibility of e-bikes for active travel
19 January 2023	Mayor's Question Time	To question the Mayor on matters pertaining to transport scrutiny since last January.
9 March 2023	Freight & Rail (incl waterway infrastructure)	Consider the feasibility and advantages/disadvantages of using the waterway infrastructure for freight.
Working Group TBC	Behaviour Change (Decarbonisation)	<ol style="list-style-type: none"> 1. Consider methods used and research conducted by the 'Nudge Unit' and 'Tyndall Manchester' to influence behaviour change. 2. Consider accessibility for people with disabilities. Consider the influence of developers and planning on encouraging people to use public transport services.

Economy Scrutiny Committee

Meetings	Topic	Sub-topics	Objectives
21 September 2022	1. The Economy; 'State of the Region'	<ul style="list-style-type: none"> 1. Green Economy 2. Brexit 3. Future Jobs 4. Business Growth Programme 	<ul style="list-style-type: none"> 1. Discuss and consider the impact of elements such as buses and Brexit on the wider and regional economy. 2. Consider whether the £6 million of capital grants to manufacturers (for procurement of machinery etc.) is giving a tangible return on the investment.
	2. Cost of Living		Discuss and consider the current and evolving cost of living crisis and how it effects the economy and businesses.
16 November 2022	Skills and the Adult Education Budget	<ul style="list-style-type: none"> 1. Labour Market Assessment 2. Devolution Deal powers and functions 	<ul style="list-style-type: none"> 1. Discuss current and future skills needs and how the adult education budget meets the short term and long term needs. 2. Identify other possible funding sources. 3. Consider whether the £65 million devolution deal commissioned to FE providers has been well spent, what success looks like and how we compare to other regions.
18 January 2023	TBC		
15 March 2023	Mayor's Question Time		To question the Mayor on matters pertaining to economy scrutiny since last March.