

ECONOMY SCRUTINY COMMITTEE

**MEETING TO BE HELD AT 10.00 AM ON WEDNESDAY, 18 JANUARY
2023
IN CONFERENCE ROOM 1/2, WELLINGTON HOUSE, 40-50
WELLINGTON STREET, LEEDS, LS1 2DE**

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 16 NOVEMBER
2022**
(Pages 1 - 6)
- 5. CHAIR'S COMMENTS AND UPDATE**
- 6. ECONOMIC PLAN**
(Pages 7 - 12)
- 7. BUSINESS SPACES AND ENTERPRISE ZONES**
(Pages 13 - 20)
- 8. ECONOMY SCRUTINY WORK PROGRAMME**
(Pages 21 - 30)

9. DATE OF THE NEXT MEETING - 15 MARCH 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 ECONOMY SCRUTINY
 COMMITTEE HELD ON 16 NOVEMBER 2022 IN IN CONFERENCE
 ROOMS 1/2, WELLINGTON HOUSE, 40-50 WELLINGTON STREET,
 LEEDS, LS1 2DE**

Present:

Councillor Aneela Ahmed	City of Bradford Council
Councillor Gohar Almass	Leeds City Council
Councillor Helen Brundell	Calderdale Council
Councillor Stephen Fenton (Substitute)	City of York Council
Councillor Sam Firth	Leeds City Council
Councillor Tyler Hawkins	Kirklees Council
Councillor Zafar Iqbal	City of Bradford Council
Councillor Chris Pillai (Deputy)	Calderdale Council
Councillor Audrey Smith	Calderdale Council
Councillor Richard Smith (Chair)	Kirklees Council
Councillor Ian Sanders	Wakefield Council
Councillor Isabel Owen	Wakefield Council
Councillor Tony Wallis	Wakefield Council
Councillor Geoff Winnard (Substitute)	City of Bradford Council

In attendance:

Michelle Burton	West Yorkshire Combined Authority
Lindsey Daniels	West Yorkshire Combined Authority
Peter Glover	West Yorkshire Combined Authority
Hannah Scales	West Yorkshire Combined Authority
Phil Witcherley	West Yorkshire Combined Authority

1. Apologies for absence

Apologies for absence was received from Councillors Gwen Lowe, Colin Campbell, Bob Felstead and Andrew Hollyer – with Councillors Fenton and Winnard substituting.

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

1. To highlight appendix 2 to agenda item 7c which officers have identified as containing exempt information within the meaning of schedule 12a to the local government act 1972, and where officers consider that the public

interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.

2. To consider whether or not to accept the officers' recommendation in respect of the above information.

3. If the recommendation is accepted, to formally pass the following resolution: -

Resolved: That in accordance with paragraph 3 of part 1 of schedule 12a to the local government act 1972, the public be excluded from the meeting during consideration of appendix 2 to agenda item 7c on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

4. **Minutes of the last meeting held on 9 March 2022**

Resolved: That the minutes of the meeting held on 9 March 2022 be approved.

5. **Notes of the inquorate meeting held on 21 September 2022**

Resolved: That the notes of the inquorate meeting held on 21 September 2022 be noted and entered as public record of what was discussed.

6. **Chair's update and comments**

The Chair welcomed members and invited the interim Director of Economic Services to provide an introduction.

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

7 a) **Labour Market Evidence**

The Committee was provided with an overview of key labour market issues and context to support discussion.

- **Unemployment Claimant Count:** Through inferences, national data was not showing a severe impact due to the cost-of-living crisis at the current time. The claimant count had continued falling since early 2021, albeit remaining higher than pre-pandemic levels.
- **Labour Shortages and Apprenticeships:** Current challenges in the labour market were discussed including labour shortages and staff retention issues, particularly in specialist roles. Around 20% of employment in West Yorkshire was public sector and pay was rising by around 2% as opposed to the private sector 7% average increase. Members discussed the impact of Brexit and heard that approximately

one third of the labour deficit was due to Brexit (migration). There is a growing demand in higher skilled areas such as digital and ICT, and most of the job growth has been in hospitality and service roles which reopened after COVID. There are still some industries which have struggled to recruit such as manufacturing. Some 'semi-skilled' roles such as secretarial support are also in decline and struggling to recruit. Apprenticeships had reduced during the pandemic due to lower vacancies but are now picking up again.

- **Minority ethnic groups assessment:** The CA is due to publish a report analysing the labour market in the context of minority ethnic groups, in order to determine qualification, employment and attainment in these communities and where some groups perform better than the majority and where some groups perform worse.

Resolved:

- i) That the report be noted, and the Committee's feedback and conclusions be considered further.
- ii) That the EDI labour report be circulated to members when ready.

7 b) Programmes for Young People

The Committee was provided with an overview of current Combined Authority programmes to support young people's careers.

- **Source of Funding:** The Combined Authority delivers programmes and commissions employment and skills provision to support employers and adults some of which is funded through devolved sources, and some externally funded including by Department for Education, Careers and Enterprise Company and Department for Work and Pensions.
- **NEETs and School Engagement:** Members heard that the proportion of NEETs (Young people not in education, employment, or training) was higher than the national average at 8% in Leeds. Young people with educational and mental health needs were more likely to be NEETs. More work is needed to determine why certain people are NEETs and how to engage with them. The Committee was keen to understand why the destination of some young people was unknown, (not in employment, training, or claiming benefits). Most businesses were keen to engage with students and young people but did not know how and the challenge is identifying these businesses in order to link them into existing engagement networks.
- **'Future Goals':** The 'Future Goals' platform was explained, with over three million users (including schools) the website had a sizeable reach. Members wished to know more about the platform and receive

data in regard to who was using the platform and where they were geographically based in order to monitor and evaluate success.

- **Apprenticeships:** The challenge of gender stereotyping in apprenticeships was discussed, and the importance of engaging with young people at an earlier stage to negate this. The question of wages was also discussed, with lower uptake in apprenticeships linked to pay that was lower than the national minimum wage.

Resolved: That the report be noted, and the Committee's feedback and conclusions be considered further.

7 c) Adult Education Budget

The Committee received a report which outlined the Adult Education Budget (AEB) and the changes made through devolution.

- **AEB Background:** The Combined Authority has had the AEB (£65 million annually) since August 2021 which was the underpinning budget for adult education in West Yorkshire. The budget existed prior to devolution but now, the Combined Authority had a direct relationship with providers and managed the budget directly. Approximately £62 million had been used, however, the remaining funds stood and could be reinvested in future. This does not constitute additional money, but just a change in responsibility between national government and WYCA.
- **Funding:** The allocation process was described as demand led and based on pre-calculated amounts, which is why Kirklees, for instance, receives much less than Leeds. The previous allocations and system were retained in order protected the stability of the system and a review of the system of funding which might possibly result in retargeted funding in future is under discussion. Currently, strategic conversations are taking place about what funding is required, instead of what has always been spent before the allocations can be reviewed. An update can be provided in future.

Resolved: That the report be noted, and the Committee's feedback and conclusions be considered further.

7 d) Employment and Skills Programmes

The Committee received a report which detailed devolved funding such as Adult Education Budget, Local Digital Skills Partnership, and delegated funding for free courses for jobs. In addition, the Gainshare multi-year settlement and the notional allocations the Combined Authority had made to each investment priority in the West Yorkshire Investment Strategy (WYIS) including £21m notional allocation for Investment Priority 2 'People and Skills'.

Skills for Growth Scheme: Members were reminded of the Skills for Growth scheme that aims to connect small and medium sized business owners with the region's 'top talent' such as local schools, colleges, and universities. This aimed to assist access to apprenticeship, graduate and intern opportunities that meet business needs.

Resolved: That the report be noted, and the Committee's feedback and conclusions be considered further.

8. For Information – Economic Update

The Committee received an update report and were invited to submit any questions or discuss the content further outside of the meeting with the Interim Director of Economic Services.

Resolved: That the report be noted.

9. Economy Scrutiny Work Programme

The Committee considered the Work programme for 2022/23 and discussed the addition of Enterprise Zones to the 18 January 2023 Agenda. Members were also interested in building on the discussion regarding young people and engagement with schools at a future meeting.

Resolved: That the appended 2022/23 Work Programme be noted.

10. Date of the next meeting – 18 January 2023

This page is intentionally left blank



Report to:	Economy Scrutiny Committee
Date:	18th January, 2023
Subject:	Economic Plan Update

Director:	Phil Witcherley, Interim Director Inclusive Economy, Skills and Culture
Author:	Jennifer Robson, Policy Manager – Business Growth & Resilience

1. Purpose of this Report

- 1.1. This report provides the Economy Scrutiny Committee with an overview of work to date to develop an economic plan for the region. Development of an economic plan will support and guide the Combined Authority's work to maximise economic opportunities across the region, target sector growth and build resilient business base and supporting infrastructure. This plan aims to cover the period 2022 to 2040.
- 1.2. In West Yorkshire, we have a long history of collaboration. We recognise the value of working together and the benefits this approach brings. We know that we can't realise our vision in isolation and will continue to work together in partnership to bring our ambitious economic plan to life. This plan will therefore build on, and not replicate, the existing economic plans and strategies of both the Combined Authority and in each of the districts.
- 1.3. This work will incorporate thinking on a new approach to economic sectors as well as an outline of economic forecasts for the region.
- 1.4. It will also align closely to the wider West Yorkshire Plan that is being developed in collaboration with local authorities and partners.
- 1.5. We will use the economic plan to create the right conditions to boost the economy in our region so we can see highly skilled people working in well paid jobs, able to access opportunities in a sustainable, carbon-free future and a great quality of life. An environment where entrepreneurial activity can flourish, where it is easy for businesses to start-up, grow, innovate, trade and invest. Where integrated infrastructure attracts the investment to create jobs in well-connected places with affordable homes.
- 1.6. An ambitious economic plan needs strong delivery mechanisms and clear policy direction. The plan is supported by a suite of policies and strategies that have been developed with strong collaborative leadership to give clear vision

and direction for key policy areas. The policy and strategies underpin each of the regional outcomes. (Trade Strategy, Culture Framework, Digital strategy, Local employment plan, and the Employment and Skills Strategy for example)

2 Information

Progress so Far

- 2.1. We have assembled a Task and Finish Group which includes the local authority partners and public and private members some of whom also sit on the LEP Board. This group will meet in January and early February to comment on and shape the economic plan before it returns to the LEP Board and BEIC Committee for approval. We will also take a paper about the economic plan to the employment and skills committee to enable them to input to the economic plan and ensure it is aligned to the outcomes expressed in the employment and skills strategy.
- 2.2. The Combined Authority has been developing a new approach to sectors for the region. This approach is outlined in the economic plan.
- 2.3. Following a private sector workshop on 7th November 2022 and the 15th November 2022, we are progressing a sectoral framework which places sectors into three different strands:
 - **Enabling Sectors:** significantly important sectors that are the catalysts for economic growth. They tend to be high-growth and high-innovation enterprises. They have strong competitive advantage and link to key mayoral pledges.
 - **Strategic Sectors:** strategically important to economic growth particularly in West Yorkshire and contributing to national GDP but may not be high-growth or high-innovation oriented. Some of these businesses retain a competitive advantage.
 - **Vital Sectors:** these are mostly foundational sectors of the economy. They employ a large number of people to support the day-to-day functioning of the economy. They are not high-growth or highly innovative and have relatively low competitive advantage. However, they do provide essential infrastructure on which other sectors depend.



- 2.4. These strands will be underpinned by our commitment to achieving carbon net zero targets, investing in technologies to improve productivity and inclusivity, and ensuring that we protect the most vulnerable.
- 2.5. In addition to the work on sectors we have also used economic scenario forecasting to explore possible economic outcomes for the region and to help us to model interventions against this. Recognising the significant economic changes that have taken place in the past couple of years, the Combined Authority asked academics from the Place-based Economic Recovery Network (PERN) to conduct research to help inform the scenarios-based approach. We are now synthesizing the findings from PERN with those developed by our own research and intelligence team and this analysis will be included in the economic plan.
- 2.6. The economic scenarios provide four potential trajectories for growth in the region. Some are based on the optimism of the public services and businesses interviewed and some are based on the pessimism of the same survey's participants. The current trajectory of the region is also projected. These potential scenarios enable us to explore opportunity and mitigate against risk. Helping the Combined Authority to determine where its resources would impact the best outcomes for the region.
- 2.7. The economic scenarios work will explore opportunities to build a low-carbon economy and create more sustainable and resilient businesses as well as ensuring inclusive growth by enabling as many people as possible to contribute to, and benefit from, economic growth in our communities and towns, irrespective of their background.

Meetings with Committees and LEP Board

- 2.8. On the 16 November 2021 the Business Representatives Group (BRG) met to discuss the economic plan including the proposed approach to sectors and scenarios. This workshop was structured in three parts: ambition, approach, and next steps. Yorkshire PERN attended the workshop to present the work they have conducted on behalf of the Combined Authority and to present four potential economic scenarios based upon their research with businesses. The meeting was also an opportunity to situate the economic plan in the wider context of the West Yorkshire Vision a piece of work been led by the strategy team. Overall, the BRG were supportive of the vision and approach to the economic plan and agreed to participate further in the ongoing shaping of the economic plan.
- 2.9. On 1 December 2022 the LEP Board met and were provided with an update on the progress of the economic plan including the proposed approach to sectors and scenarios.

Proposed Way Forward

- 2.10. The Combined Authority will develop a short "Economic Plan". This will be developed and presented to the next LEP Board in March 2023 and also at

the BEIC committee on the 29 March 2023 for approval. This will include a synopsis of our plan for the next 2 years detailing the pipeline of proposed work and work underway. This will be segmented to reflect work underway with an economic focus and work underway with an employment and skills focus aligned to driving economic outcomes.

- 2.11. The document will be codesigned based on collaboration with Business Representatives and the local authorities. A task and finish group has been assembled and will meet regularly to steer the development of the document. The Task and Finish Group will include representatives from both the private sector and our partner Local Authorities.
- 2.12. Given the short nature of the document, a high-level overview of the proposed content is outlined below:
- Outline our economic vision and priorities for West Yorkshire to achieve by 2040
 - Identify our priority sectors for investment and intervention – focused on emerging, strategic and vital sectors of the economy, and
 - Respond to economic scenarios making the most of the transition to a low-carbon economy while simultaneously maximising the rewards of focusing on inclusive growth.
 - Ensure that the economic plan aligns to West Yorkshire Combined Authorities strategies such as the Employment and Skills strategy and Innovation strategy and works coherently in conjunction with these documents to drive economic prosperity for the region.
- 2.13. Given the scope of the document focusing largely on economic policy, the Business, Economy & Innovation Committee will act as the lead committee for this piece of work.
- 2.14. We will work with the employment and skills committee to enable them to input to the development of the economic plan and ensure it is aligned to the outcomes expressed in the employment and skills strategy.
- 2.15. The below table outlines the intended programme of formal engagement, we will also work closely with key partners (including LEP board members and LA economic policy leads) in between these key stakeholder meetings:

Engagement / Meeting	Dates
Business Communications Group	18 January 2023
Business, Economy & Innovation Committee	24 January 2023
Mayoral Discussion with Business Representative Groups	TBC
LEP Board	8 March 2023 (PM)
Business, Economy and Innovation Committee	29 th March 2023

3. Tackling the Climate Emergency Implications

- 3.1. All sectors of the West Yorkshire economy will need to become net-zero carbon if we have any possibility of reaching our 2038 target.
- 3.2. The transition to a low-carbon economy will underpin and be embedded throughout this document – particularly in relation to both the scenario forecasting and sectors approach, recognising the opportunities available from creating new green-skilled jobs and business ventures.

4. Inclusive Growth Implications

- 4.1. Inclusive growth will be an enabling factor across the development of this document.

5. Equality and Diversity Implications

- 5.1. As part of the work on sectors, we have undertaken an analysis of the demographic make-up of the economy and will reflect this in the final document that will be developed.

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 Scrutiny Committee notes the update and provides any comment or feedback.

11. Background Documents

[Committee Report](#): Scenarios & Sectors to the Business, Economy & Innovation Committee (19 October 2022).

12. Appendices

None.

This page is intentionally left blank



Report to: Economy Scrutiny Committee

Date: 18 January 2023

Subject: **Business Space and Enterprise Zones**

Director: Philip Witcherley, Director of Inclusive Economy, Skills and Culture

Author: James Briggs, Head of Commercial Development and Investment

1. Purpose of this report

- 1.1 The purpose of this report is to update the economic scrutiny committee on the issues relating to follow on space for businesses and the progress made on enterprise zones. This will hopefully facilitate further discussion around the need for follow-on spaces in the region to ensure that we maintain our start-ups and facilitate their future growth.

2 Information

- 2.1 The Vision for the Leeds City Region Enterprise Zones (EZs) as set out in the Strategic Economic Plan ('SEP') is 'the acceleration of development and delivery of high-quality employment floorspace in the advanced and innovative manufacturing and complementary sectors'.
- 2.2 Leeds City Region has a two-phase Enterprise Zone programme covering ten designated employment sites across West Yorkshire (Phase 1 in Leeds and nine sites in Phase 2 across Bradford, Calderdale, Kirklees and Wakefield). These are indicated in a map in appendix 1. The Enterprise Zone programme seeks to maximise development of new commercial space within the region to support attraction of new business, expansion of existing businesses and the creation of new jobs.
- 2.3 Enterprise Zone designation initially enables a level of occupier incentives. For the Phase 2 sites, the incentives include up to 100% Business Rate Discount of up to £275,000 over a five-year period. The incentives package was only applicable for new businesses entering the phase 2 Enterprise Zone sites by 31 March 2022 so has now expired.
- 2.4 The Combined Authority, on behalf of the LEP, receives 100% of the Business Rates generated within the Enterprise Zone sites for a period of 25 years from date of designation; i.e. up to 2042. This income can be reinvested into other core economic activity within the City Region.

- 2.5 In addition, the LEP received £20 million of Local Growth Fund (LGF) for delivery of Enterprise Zones under its Growth Deal 3 allocation from central Government. The LGF funding stream came to an end on 31 March 2021 with outputs to be realised by March 2025. Some of the enterprise zones have continued to be successfully developed post public sector funding by the private sector. Five of the nine phase 2 Enterprise Zone sites have either been completely built out or are in development. This has led to an increase in new jobs across the Enterprise Zones. There is scope for further private sector investment to bring forwards offers tailored to the creative industries and advanced manufacturing.
- 2.6 In August 2020 the Combined Authority secured £52.6 million from the national Getting Building Fund (GBF) to accelerate 15 projects in response to the COVID-19 pandemic. £9.07m of the total allocation was awarded to Parry Lane and Langthwaite Enterprise Zones collectively to deliver enabling and infrastructure works on site. The GBF funding stream came to an end on 31 March 2022.

Progress to date and Next Steps

- 2.7 The phase 1 Leeds Aire Valley Enterprise Zone is continuing to be successfully developed out by the private sector, including a recently completed 2 million sqft unit, the third largest unit in the world.
- 2.8 Five of the nine phase 2 Enterprise Zone sites have either been completely built out or are in development: Gain Lane and Parry Lane in Bradford (Parry Lane is due to commence in 2023), South Kirkby Business Park in Wakefield, Moor Park and Lindley Moor West in Kirklees.
- 2.9 Phase 2 of the Leeds City Region EZ programme has a directive to attract new occupiers from advanced manufacturing and innovation bringing high skilled job opportunities. This has only been successful in small pockets.

Creative industries cover a wider spectrum of specialist technology, advanced manufacturing and product engineering which could offer significant employment hubs.

Residual EZ sites

- 2.10 Whilst progress across the regional EZ programme is evident, the complexity and challenges across some of the sites means that four of the committed EZ sites have not yet come forward for construction of commercial units.
- 2.11 These residual EZ sites will require significant public sector intervention to secure commercial development, generate jobs, and future business rates income. Two of these sites are subject to Levelling Up Fund Round 2 funding bids from the Local Authorities. Funding has now ended for these incentives.

Follow on Spaces

- 2.12 ONS data continues to show a growing scale-up population across the UK, indicating an extremely exciting future for the country. Scale-ups have even

been described as the “backbone” of the economy as they tend to be highly productive, extremely innovative, create high-quality jobs, and drive more diversity. There are currently over 32,000 high-growth businesses in the UK. ONS data for 2020 shows that 415 companies in West Yorkshire are classified as scaleups due to rapid growth in their employees. 880 are classified as scaleups due to rapid growth in their turnover. These figures rise to 775 and 1550 respectively if you include companies with a 15-10% growth.

- 2.13 Many startups begin their journeys in coworking spaces (shared offices), accelerators or incubators. These spaces act as catalysts for business growth, helping fledgling enterprises to get off the ground by providing investment, mentoring and technical skills. Across the UK, 205 incubators and 163 accelerators support an estimated 3,450, and 3,660 new businesses a year respectively. Beahurst shows there are 62 accelerators that have worked with West Yorkshire-based businesses. 2 accelerators are head quartered in West Yorkshire and working with West Yorkshire businesses. There are 34 coworking spaces in West Yorkshire.
- 2.14 Occupiers are increasingly seeking flexible office space that can be adjusted easily to accommodate a growing or declining workforce. This includes open floor spaces, social areas and workstations that support a range of tasks. Flexible spaces can be multi-use and therefore release extra office space for people that require fixed desks or to be designed as collaboration or meeting space.
- 2.15 Established incubators and accelerators now offer services across the entire innovation life-cycle. The focus isn't just on startups but helping businesses to sustain growth by offering leadership and entrepreneurship development programmes.
- 2.16 The Scale Up Institute identified 5 key challenges that every scale-up faces: infrastructure, talent and skills, leadership, access to markets, and finance.
- 2.17 Top talent will be looking for reasons to join a business and a workplace can provide an environment that will help people connect, grow and develop will appeal to more people. The space needs to be accessible to attract talent from the widest possible catchment area.
- 2.18 Flexible workspace has earned its position as an attractive sub-sector within the commercial real estate market and has emerged as a distinct asset class for investors. It's not just startups and SMEs getting on board with flexible workspace. Larger organisations are making the switch, enticed by features such as large meeting rooms and client concierge services.
- 2.19 We spoke to developers and agents to explore the current challenges facing West Yorkshire SME's as they try to expand within the region. Their responses show that there is a lack of large space available out of Leeds city centre. Despite this New Grade A schemes will become available across the region including Bradford City Park, which has received Combined Authority funding. This demonstrates that when planning is

granted and developers bring forward including a site there is adequate demand to make it commercially viable.

3. Tackling the Climate Emergency Implications

- 3.1 Increasingly businesses are enquiring as to the sustainability of their assets. BREEAM provides consistent and comparable sustainability assessment and verification across all asset types. As a result, agents across West Yorkshire are increasingly listing the BREEAM status of their properties.

4. Inclusive Growth Implications

- 4.1 As the number of disabled people in work increases, employers need to know how they can make their workspaces more accessible. Recent figures show that 18% of working age adults have a disability, and 3.5 million disabled people are in employment today, compared to 2.9 million in 2013. This growth is expected to continue. Organisations need to understand their legal obligation to ensure that disabled workers aren't disadvantaged at work. Making reasonable adjustments can often be a quick cost-effective solution. There are many types of disability, and employers need to consider how they will accommodate disabled employees as well as disabled visitors.
- 4.2 When selecting scale up space an access audit can be a useful tool. It evaluates a building and its features, as well as an employer's management arrangements for accessibility and disability, against specific standards. It helps you establish how accessible a building, workspaces and management arrangements are to accommodate a wide range of users, including people with mobility, sensory and cognitive impairments.

5. Equality and Diversity Implications

- 5.1 It is important that any new scale on spaces and all of the enterprise zones are inclusive to all and attract a diverse talent.

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 note the report and provide any comments and feedback.

11. Background Documents

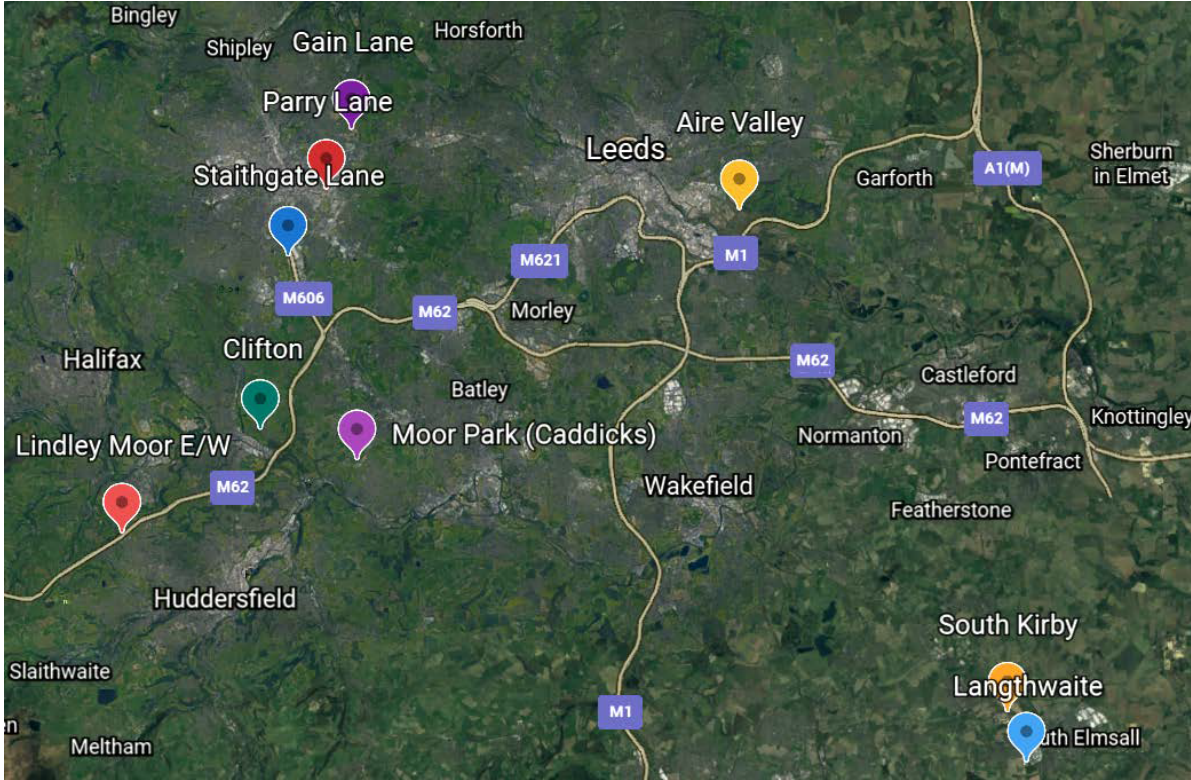
None.

12. Appendices

Appendix 1 – Enterprise Zone Map

This page is intentionally left blank

Appendix 1 – Enterprise Zones Map



This page is intentionally left blank

Report to: Economy Scrutiny Committee

Date: 18 January 2023

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 note 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 (**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 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.

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 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](#).

Actions for Scrutiny Officers

- 2.8 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 Economy 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

This page is intentionally left blank

Scrutiny Work Programmes 2022/23

Summary of main topics and meeting dates

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

25

Corporate Scrutiny Committee

Meetings	Topics	Attendees	Objectives
23 September 2022	Inflation & Budgets	<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.
	Update – Social Value in Procurement	<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	Mayor’s Question Time	<i>Mayor Tracy Brabin & Chief Executive</i>	Question the Mayor on matters pertaining to corporate scrutiny since her last attendance in November 2021.
20 January 2023	Budget, Business Planning And Workforce 2023/24	<i>Director of Corporate Director of Delivery</i>	Expand on the discussion at the November 2022 Workshop. Scrutinise the draft budget 2023/24, especially with regards to risk management, safeguards and ‘Plan Bs’ with regards to expected inflation and economic conditions.
	Update - Assurance Framework	<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	Wellington House Refurbishment Project	<i>Director of Corporate Director of Delivery</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.
	Update – Integrated Corporate System	<i>Director of Corporate Director of Delivery</i>	Update (from March 2022): on project development and progress
	Update – Cyber Security	<i>Head of ICT</i>	Update (from March 2022): on developments and progress
Workshops (dates TBC)	Workforce and staffing	<i>Head of HR</i>	Receive update on staffing issues since March 2022 and determine scope of January 2023 meeting’s discussion.
	Budget and Gainshare	<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

27

Meetings	Topics	Attendees	Objectives
22 September 2022	Update – Bus Service Improvement Plan <i>(with focus on real time information)</i>	<i>Director of Transport Operations and Passenger Experience & 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	Decarbonisation	<i>Director of Transport Operations and Passenger Experience & Head 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"> 1. issues raised in the Mott Macdonald report and what has changed since, in terms of actions and strategies. 2. CA’s direct purview/control and what can it influence indirectly. 3. possible solutions, including strategic gaps in CA decarbonisation activity e.g. waterways and inland ports, rail freight, PLVs/e-bikes, motorbikes, etc.
19 January 2023	Mayor’s Question Time	<i>Mayor Tracy Brabin & Chief Executive</i>	Question the Mayor on matters pertaining to transport and infrastructure scrutiny since her last attendance in January 2022.
9 March 2023	Consultations and Planning	<i>Interim Director, Transport Policy and Delivery</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)
	Update – Bus Service Improvement Plan (BSIP)	<i>Director of Transport Operations and Passenger Experience</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.
Workshops or other updates (dates TBC)	Bus Service reductions	<i>Director of Transport Operations and Passenger Experience</i>	Consider the impact of funding and the changing commercial environment on bus service provision and plans to lessen the impact on residents
	Update – Mass Rapid Transit (MRT) and Rail Reforms	<i>Interim Director, Transport Policy and Delivery</i>	Update (since March 2022): on plans to develop mass transit system for WY and impact and progress of rail reforms

	Active Travel	<i>Interim Director, Transport Policy and Delivery</i>	Update on active travel progress and plans, with particular attention on disability access, consultations and public opinion, and e-bikes
	Behaviour Change	<i>Interim Director, Transport Policy and Delivery</i>	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"> • Carbon emission targets • ‘Low Traffic Neighbourhoods’, • ‘the last mile’ • possibility and accessibility of e-bikes • Active travel • ‘Nudge Unit’ and ‘Tyndall Manchester’ research on influencing behaviour change
	Decarbonisation	<i>Interim Director, Transport Policy and Delivery</i>	Follow up on issues raised and information requested at 17 November meeting

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	Economic Strategy	Interim Director of Economic Services	Talk about economic strategy.
	Business Spaces and Enterprise Zones		Business space/ enterprise zones – the current data on business land and availability plus research on enterprise zones. Key sectors, history and background on enterprise zone and its current status.
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.

This page is intentionally left blank