

Scrutiny Work Programme 2019/20

Agenda forward plan 2019/20

Date	Topic	Objective and focus	Attendees
All meetings	Scrutiny Work Programme update	To receive updates on scrutiny work taking place between meetings including: progress on reviews, working group updates, follow up actions, scrutiny chair/deputy chair/leads actions, and review updates.	Scrutiny Officer
12 July 2019 – 1 st item	Scrutiny work programme 2019/20	To select topics for scrutiny in 2019/20 municipal year and appoint any working groups, following member workshop on 28 June 2019.	None
12 July 2019 – 2 nd item	Local industrial strategy	1 st session: <ul style="list-style-type: none"> - To receive an update on the development of the local industrial strategy since the last update in July 2018 - To determine approach to pre-decision scrutiny ahead of the final submission of the local industrial strategy in December 2019. 	Officers: <ol style="list-style-type: none"> 1. Alan Reiss, Director of Policy, Strategy & Communications 2. Emma Longbottom, Head of Policy & Strategy Co-ord
13 Sept 2019 – 1 st item	Local industrial strategy and policy framework	Local industrial strategy – 2 nd session: <ul style="list-style-type: none"> - To consider findings of research and analysis conducted by independent expert panel over summer 2019 - To consider emerging thoughts and policy implications from the research for final strategy - To understand the place that the Local industrial strategy occupies in the wider strategic policy framework also under development Policy framework – 1 st session: <ul style="list-style-type: none"> - To receive an update on the development of policy framework since July 2018 meeting - To determine approach to pre-decision scrutiny of policy framework development following completion of local industrial strategy work 	Officers: <ol style="list-style-type: none"> 1. Alan Reiss, Director of Policy, Strategy & Communications 2. Jonathan Skinner, Lead Policy Manager (Private Sector Growth) 3. James Hopton, Research & Intelligence

<p>13 Sept 2019 – 2nd item</p>	<p>Major strategic developments and preparations</p> <ul style="list-style-type: none"> • Devolution • LEP review & merger • Budget, funding and business planning • Brexit 	<p>To consider developments and preparations related to a number of interlinked strategic issues – devolution, LEP review/merger, funding/budget and ‘Brexit’.</p> <p>Devolution:</p> <ul style="list-style-type: none"> – To receive an update on devolution since March 2019 following government rejection of ‘One Yorkshire’ proposal and following the appointment of a new prime minister and government. <p>LEP review & merger:</p> <ul style="list-style-type: none"> – To understand the current position with regards to ongoing ambition to create a new LEP covering west and north yorkshire – To consider the preparations in place to ensure the current LEP is compliant with new requirements in any eventuality and the potential impact on the organisation (eg Assurance Framework) <p>Budget, funding and business planning:</p> <ul style="list-style-type: none"> – To consider the current provisional ideas and priorities in development for the 2020/21 budget, due for approval in February 2020 and scrutiny’s role in budget development this year – To understand preparations in place regarding finances including the gateway review, medium term financial strategy, capital strategy, interim-funding plans and emerging thinking about future revenue funding (eg enterprise zones). <p>Brexit:</p> <ul style="list-style-type: none"> – To consider the latest developments relating to country’s exit from the European Union – if any – To consider the preparations in place to mitigate the impact that leaving the European Union will have on the organisation, funding and achievement. 	<p>Officers:</p> <ol style="list-style-type: none"> 1. Angela Taylor, Director of Corporate Services 2. Alan Reiss, Director of Policy, Strategy & Communications
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<p>15 Nov 2019 – 1st item</p>	<p>Employment & skills, apprenticeships and the Skills Commission</p>	<p>1st session:</p> <ul style="list-style-type: none"> - To understand the combined authority / LEP’s powers and remit, in the absence of devolution, with regards to skills - To understand the work and aims of the ongoing national Skills Commission led by the Combined Authority Chair - To determine how the Skills Commission is tackling some of the issues and concerns regarding apprenticeships raised by scrutiny at the January 2019 meeting - To determine how the Skills Commission aims to make the case for more local accountability of skills and devolution of skills policy and funding to regions. 	<p>Members:</p> <ol style="list-style-type: none"> 1. Cllr Susan Hinchcliffe, Chair of Combined Authority (and Skills Commission) 2. Rashik Parmar, Chair of Employment and skills panel <p>Officers:</p> <ol style="list-style-type: none"> 1. Michelle Burton, Head of Employment & Skills
<p>15 Nov 2019 – 2nd item</p>	<p>Strategic updates and performance monitor</p> <ul style="list-style-type: none"> • Devolution & LEP merger/review • Corporate plan, budget and risk performance • Brexit preparations • Local Industrial Strategy 	<p>To monitor and scrutinise progress on major strategic issues such as corporate performance (KPI), budget and the risk of ‘cliff edge funding’, devolution and the Local Industrial Strategy since the last meeting.</p> <p>Corporate plan, budget and risk performance:</p> <ul style="list-style-type: none"> - To monitor the performance of corporate plan objectives (KPIs), budget/funding and risk management. <p>Local Industrial Strategy:</p> <ul style="list-style-type: none"> - To note the final policy proposals for the Local Industrial Strategy submission to government, following the consultation in the first two scrutiny sessions. 	<p>Members:</p> <ol style="list-style-type: none"> 1. Cllr Susan Hinchcliffe, Chair of Combined Authority <p>Officers:</p> <ol style="list-style-type: none"> 1. Alan Reiss, Director of Policy, Strategy & Communications
<p>17 Jan 2020 – 1st item</p>	<p>Strategic Transport Issues – sale of bus companies, HS2 & rail reviews and Transforming Cities Fund (TCF) bid</p>	<p>To consider major strategic developments in transport including:</p> <ol style="list-style-type: none"> 1. The impact of the sale of West Yorkshire bus operators (First and Arriva) and the Combined Authority’s possible participation in the sale 2. Impact of the Blake-Johnson, Williams and Oakervee Reviews on Combined Authority transport and economic strategy 3. Transforming Cities Fund bid submission and response from the government 	<p>Members:</p> <ol style="list-style-type: none"> 1. Cllr Kim Groves, Chair of Transport Committee <p>Officers:</p> <ol style="list-style-type: none"> 1. Dave Pearson, Director of Transport Services 2. Ben Still, Managing Director

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17 Jan 2020 – 2 nd item	Draft budget 2020/21	To scrutinise the final 2020/21 draft budget and business plan before it is formally approved at the 6 February 2020 meeting of the Combined Authority.	Officers: 1. Ben Still, Managing Director 2. Angela Taylor, Director of Corporate Services
17 Jan 2020 – 3 rd item	Combined Authority performance monitor & updates	To monitor and maintain an overview of the Combined Authority's performance, including – key performance indicators (KPIs) and budget performance, risk register and management, capital spending and projects, and progress in achieving other major strategic objectives.	Officers: 1. Ben Still, Managing Director 2. Angela Taylor, Director of Corporate Services
20 March 2020 – 1 st item	Corporate plan, business plans and key performance indicators (KPIs)	To scrutinise the draft corporate plan and key performance indicators (KPIs) for 2020/21 and 2019/20 performance.	Officers: 1. Ben Still, Managing Director 2. Angela Taylor, Director of Corporate Services
20 March 2020 - 2 nd item	Devolution	To receive an update on work to secure a devolution deal for West Yorkshire and implications for scrutiny.	Officers: 1. Ben Still, Managing Director
23 May 2020 – 1 st item	Working group final reports – climate change + business grants	To receive the final reports of the climate change and business grants working groups.	Members: Cllr Stephen Baines Cllr James Baker
23 May 2020 – 2 nd item	Scrutiny Annual Report 2019/20	To receive the annual scrutiny report to be submitted to the LEP Board and Combined Authority annual meetings.	Members: Cllr Peter Harrand

Spokespersons

'Portfolio'	Panels / priorities	Spokesperson
Business growth	Business Innovation & Growth Panel Inclusive Growth Panel	Cllr Stephen Baines
Corporate & strategic issues (including devolution and governance)	Governance & Audit Combined Authority / LEP Board Place Panel (as appropriate)	Cllr Peter Harrand, Chair
Employment & skills	Employment and Skills Panel	Cllr David Jones
Environment	Green Economy Panel	Cllr James Baker, Deputy Chair
Transport	Transport Committee Place Panel (as appropriate)	Cllr Dot Foster

Task and Finish groups

Focus	Members	Objective and focus	Sessions
Business grants	Stephen Baines* Stephen Fenton David Jones Rosie Watson Geoff Winnard	To evaluate the performance and outcomes achieved from the business support/grants schemes due to come to an end in the 2019/20 municipal year with a view to making new (or amending existing) recommendations to help shape future business support programmes.	<i>1st: 6 Nov 2019 2nd: 29 Nov 2019 3rd: 31 Jan 2020 4th: 21 February 2020 Site Visits Feb-March 2020</i>
Climate change	James Baker* Kayleigh Brooks Dot Foster David Jenkins	To scrutinise the action the combined authority with regards to climate change and the declared climate emergency.	<i>1st session: 4 Nov 2019 2nd session: 2 March 2020 Evidence sessions March-April 2020.</i>

Reviews

Topic	Objective	Outcomes so far / next steps
Review of scrutiny	To review the effectiveness of the Combined Authority's current scrutiny arrangements with a view to making recommendations on how they can be improved and strengthened in the present and meet any future challenges that may arise as a result of changes in governance, geography or devolution.	Current position: Initial research and evaluation stage in progress. Next steps: draft report with initial findings for consultation with senior officers, members and other stakeholders.

Topic shortlist

Topic	Information	Sessions
Climate change	Consider how the declaration of a 'climate emergency' has impacted the organisation's work and how it plans to tackle the climate change and support its ambition for 'clean growth'.	By a scrutiny working group – Climate change working group

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Business grants	Monitor recommendations made by the committee to the LEP regarding application criteria for business grants schemes and review the evaluations being conducted on the impact of business grants schemes due to end in 2019/20.	By a scrutiny working group – Business grants working group
Local Industrial Strategy (LIS)	Consider work being undertaken to develop a local industrial strategy which will be approved by the government as part of its national industrial strategy.	1 st session: 12 July 2019 2 nd session: 13 Sept 2019 3 rd session: 15 Nov 2019
Policy Framework	Consider the new expanded, overarching policy framework currently under development to replace the existing 'Strategic Economic Plan' which scrutiny helped shape in the past.	1 st session: 13 Sept 2019 Other sessions: to be determined
Devolution	Consider progress on securing meaningful devolution for the region since the government rejected the One Yorkshire proposal in March 2019	1 st session: 13 Sept 2019 Other sessions: to be determined
LEP merger/review	Consider progress on the LEP merger talks, implementation of LEP review recommendations and implications on governance, assurance, funding and strategy/delivery in any scenario.	1 st session: 13 Sept 2019 Other sessions: to be determined
Preparations for Brexit	Consider the organisation's plans to navigate the country's exit from the European Union – currently expected in October 2019.	1 st session: 13 Sept 2019
Channel 4 opportunities and inward investment	Consider work being done to seize the opportunities presented in skills and inward investment by the successful bid to bring the C4 HQ to Leeds.	To be determined
Skills Commission and Apprenticeships	Understand the aims of the ongoing Combined Authority led Skills Commission and how it aims to address the concerns raised by scrutiny with regards to the challenges in the apprenticeship sector amongst other things.	1 st session: 15 Nov 2019
Budget, finances and business planning	Consider annual budget/funding and business planning – including gateway review, medium term financial strategy, capital strategy and Growing Places Fund is also expected this year	1 st session: 13 Sept 2019 2 nd session: 17 Jan 2020
Transport connectivity	Monitor progress on improving transport connectivity across the region – including the Connectivity Plan, Inclusive Growth Corridors, Transforming Cities Fund, Bus Alliance and Rail Forum.	To be determined
Procurement Strategy	Monitor revision to procurement strategy as a good opportunity to support strategic policy goals through a more selective approach in procurement.	To be determined
Key Performance Indicators (KPIs), corporate plan and risk performance	Consider the annually refreshed Corporate Plan focusing on areas and KPIs 'RAG-rated' Red and flagged as underperforming.	1 st session: 17 Jan 2020
Assurance Framework	Consider annual refresh of assurance framework – depending on the outcome of the LEP merger which would determine the level of alterations to the current framework.	Update at 17 Jan 2020 – due to merger not going ahead, there were minimal changes.

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Flood Review	Revisit progress on flood review recommendations and the outcomes from the conclusions made at the previous session in November 2018.	To be determined – last considered in Nov 2018
Digital inclusion / exclusion	Consider transport working group's conclusions last year with regards to 'digital by default' approach that might leave some communities excluded from services.	To be determined
Enterprise Zones (EZs)	Consider Enterprise Zones programme and its place in the organisation's future revenue strategy	To be determined – briefly included in budget/funding item (8c) on 13 Sept 2019 agenda

Actions and requests

Action / request	Info	Outcomes so far / next steps
Overview of mobility and accessibility in transport work	Overview of the work currently being undertaken by Transport Committee and Transport Services directorate on improving accessibility and mobility in transport	In progress
Monitoring Brexit preparations	Briefing note.	Completed. <i>Included in 'strategic preparations' item on 13 September 2019 meeting agenda and subsequent meetings as a standing item.</i>
Further information on opportunities from Channel 4 HQ move	What opportunities are arising from Channel 4's move to a Leeds HQ and what activity is ongoing to take advantage of those opportunities.	In progress
Further information on school engagement programmes	How many schools the programme has engaged with and what constitutes 'going into schools' and 'meaningful contact'. Further evidence (or case studies) of examples and outcomes from previous engagement/contact with schools and students.	Completed. <i>Included in 'Employment and Skills / Skills Commission' report to 15 November 2019 scrutiny committee meeting and further information circulated to members following the meeting.</i>
Further information on AGE programme	How the first phase of the AGE programme was evaluated and how the conclusions from that evaluation informed the development of the second phase. How many of the apprenticeships currently on the AGE programme (phase 2) are higher level apprenticeships and how many apprenticeships on the previous iteration of the AGE programme (2015-17) were higher level apprenticeships.	Completed. <i>Some information included in 'Employment and Skills / Skills Commission' report to 15 November 2019 scrutiny committee meeting and further detail to be considered by Business Grants Scrutiny Working Group.</i>
Sale of bus companies	Chair, Deputy Chair and Transport spokesperson to be kept updated on developments regarding the sale of bus companies	In progress

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	and have sight of the report from the consultants when completed.	
Employer and developer contributions to bus services	A briefing note on employer contributions to bus services and developer contributions in the planning process.	In progress