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**Report to:** West Yorkshire Combined Authority

**Date:** 27 July 2020

**Subject:** **Governance arrangements and corporate planning and performance.**

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Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information or appendices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12A, Local Government Act 1972, Part 1:	N/A

## 1. Purpose of this report

- 1.1 To note current position on corporate performance including progress against corporate plan priorities, risk management and budget position and seek comment on these matters.
- 1.2 To review the revised business plans, amended in the light of the March 2020 devolution deal and the impacts of Coronavirus and endorse the 2020-21 corporate plan.
- 1.3 To appoint Cllr Steven Leigh as a member of the Governance and Audit Committee.

## 2. Information

### Corporate Plan 2019/20

- 2.1 The 2019/20 Corporate Plan set out the vision and objectives for the organisation and the practical steps for how these will be progressed during the year. The plan is structured around the four overarching strategic objectives of boosting productivity, enabling inclusive growth, delivering 21st Century transport and supporting clean growth.

- 2.2 In order to measure the organisation's specific contribution to meeting these four corporate objectives, a set of key performance indicators have been routinely monitored throughout the 2019/20 financial year. A summary of progress against these indicators is provided in **Appendix 1** as part of the wider corporate performance snapshot.
- 2.3 The analysis of performance against objectives to date reflects a positive position overall. Most of the indicators are assessed as green, indicating objectives supporting the strategic aims and themes for the region have been achieved.

### **Corporate risk update**

- 2.4 In line with the provisions of the corporate risk management strategy, regular review of the key strategic risks affecting the organisation continues to be undertaken and the corporate risk register updated accordingly.
- 2.5 A summary of the headline strategic risks is included at **Appendix 1** to this report. This has been updated since the last reporting period to include updated strategic risks related to the ongoing COVID-19 pandemic. These strategic risks are supplemented by detailed operational risks which are being managed through the Combined Authority's Gold command incident response structure, which is coordinating the response to, and recovery from, the Covid-19 pandemic.

### **Revenue budget position 2020/21**

- 2.6 A summary of the 2020/21 spend as at June 2020 compared to the approved revenue budget is attached at **Appendix 3** (new format for 2020/21). A RAG rating has been included to identify budgets that need further review.
- 2.7 There are a number of emerging 'red' areas of concern to report. These are related to the Covid-19 pandemic and covered in more detail in the budget update report earlier on today's agenda. Key impacts are being felt across commercial income, bus station costs, commission from travel card / MCard sales, bus revenues (for gross cost contracts) and transport service costs.
- 2.8 Regular forecasts will be undertaken during the year to assess the full impact of Covid-19 and updates brought to future Combined Authority meetings.

### **Business planning**

- 2.9 The Combined Authority approved the 2020/21 budget and accompanying business plans for the organisation at their meeting of 6 February 2020. This sets out the detailed objectives to be delivered by the Combined Authority and the LEP over the next financial year.
- 2.10 Since these business plans were produced the final West Yorkshire devolution deal has been announced and the full and profound extent of the COVID-19 pandemic has also become much clearer. As such each Directorate has

reviewed their 2020/21 business priorities to take account of any significant changes that will be required during the current year as a result of the COVID-19 pandemic and to better reflect the scope of the work required to become MCA-ready. The results of this review process are presented within a set of updated 'business plans on a page' which are provided at **Appendix 2**. It should be noted that as the impacts of the current COVID-19 situation unfold it is possible that the business plans require further revision.

- 2.11 Following the work undertaken to update operational business plans a draft Corporate Plan document for the 2020-21 financial year has also been developed. This now reflects the impacts of the COVID-19 situation on the organisation (especially on data and intelligence, policy, corporate, transport functions and economic services), and the transitional focus required on preparing to become a Mayoral Combined Authority.
- 2.12 The proposed content for the 2020-21 Corporate Plan is presented at **Appendix 2** for consideration and feedback from Combined Authority members. It should be noted that at this stage the document has not been subject to a design process and this will follow once the content has been agreed.

### **Governance arrangements**

- 2.13 Further to the vacancy arising following the resignation of Cllr David Hall, it is proposed to appoint Cllr Steven Leigh to the Governance and Audit Committee. The proposed appointment complies with the statutory provisions relating to membership of this committee, set out in paragraph 6.1 of this report.

### **3. Clean Growth Implications**

- 3.1 The proposed business plan and budget for 2020/21 will include actions and costs related to delivering against the corporate priority of clean growth, now renamed as tackling the climate emergency.

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

- 4.1 The corporate plan sets out further details regarding the organisation's approach to enabling inclusive growth.

### **5. Financial Implications**

- 5.1 The financial implications are covered in the body of the report and at the supporting appendices.

### **6. Legal Implications**

- 6.1 The membership of the Governance and Audit Committee taken as a whole must by law reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils (West Yorkshire councils) when taken together. Political balance

requirements under Section 15 Local Government and Housing Act 1989 do not apply to the Committee.

## **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 Combined Authority notes and provides comment on the information on corporate performance.

9.2 That the Combined Authority endorses the 2020-21 corporate plan, with a final sign off delegated to the Managing Director, in consultation with the Chair of the Combined Authority and the LEP Chair.

9.3 That the Combined Authority appoints Cllr Steven Leigh to the Governance and Audit Committee.

## **10. Background Documents**

10.1 None.

## **11. Appendices**

Appendix 1 – Corporate Performance Snapshot Report

Appendix 2 – Updated business plans and draft Corporate Plan

Appendix 3 - Revenue Budget monitoring 2020/21