
Report to: Governance and Audit Committee

Date: 28 July 2022

Subject: **Governance arrangements and forward plan**

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1. Purpose of this report

- 1.1 To advise Governance and Audit Committee of the governance arrangements approved by the West Yorkshire Combined Authority (the Combined Authority) at the Annual Meeting on 23 June 2022 in respect of the committee.
- 1.2 To consider the proposed work programme for the year.

2. Information

- 2.1 At the Annual Meeting the Combined Authority resolved to appoint the Governance and Audit Committee on the **terms of reference** attached as **Appendix 1** to this report.
- 2.2 The **quorum** of the Committee is 4.
- 2.3 The Combined Authority appointed Debbie Simpson as Chair of the Committee and Councillor Tim Swift as deputy.
- 2.4 A table showing the Committee's membership is attached as **Appendix 2**, the new members are highlighted in red.
- 2.5 The Combined Authority also agreed meetings dates for the Committee, as follows:
 - 28 July 2022
 - 13 October 2022
 - 12 January 2023
 - 22 March 2023

2.6 A proposed forward plan of work is attached as **Appendix 3**, reflecting the key responsibilities of the Committee and noting that agenda items can be added during the year as required.

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 Governance and Audit Committee notes the governance arrangements approved by the Combined Authority at the Annual Meeting on 23 June 2022.

10.2 That the Governance and Audit Committee considers the proposed work programme at Appendix 3.

11. Background Documents

None.

12. Appendices

Appendix 1 – Terms of Reference for the Governance and Audit Committee

Appendix 2 – Table of Members

Appendix 3 – Draft work programme