



West  
Yorkshire  
Combined  
Authority

Tracy  
Brabin  
Mayor of  
West Yorkshire

**MINUTES OF THE MEETING OF THE  
FINANCE, RESOURCES, AND CORPORATE COMMITTEE  
HELD ON THURSDAY, 18 JANUARY 2024 AT WELLINGTON HOUSE,  
LEEDS**

---

**Present:**

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Jane Scullion	Calderdale Council
Councillor Cathy Scott	Kirklees Council
Councillor James Lewis (Deputy Chair)	Leeds City Council
Jocelyn Manners-Armstrong	Independent Member

**In attendance:**

Ben Still	West Yorkshire Combined Authority
Sarah Eaton	West Yorkshire Combined Authority
Joanne Grigg	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Ben Kearns	West Yorkshire Combined Authority

**47. Apologies for Absence**

Apologies had been received from Cllr Jeffery and Mandy Ridyard.

**48. Declarations of Pecuniary Interests**

There were no declarations of pecuniary interests.

**49. Exempt Information - Possible Exclusion of the Press and Public**

There were no items that required the exemption of the press and public.

**50. Minutes of the Meeting held on 2 November**

**Resolved:** That the minutes of the last meeting be approved.

**51. Finance Update 2023-24**

The Committee considered a report that set out the financial position at the end of Quarter 2.

Members noted that the variances reported were the result of timing differences and no additional pressures or concerns had been identified in reviewing the actual revenue spend or income up to Quarter 2.

Continuing risks had been identified around bus tendered services and concessionary travel reimbursement which would be monitored closely, and a revised outturn figure would be presented in the 2023/24 budget paper.

Members asked about the full year outturn forecast which had the lines relating to consultancy and professional services were predicted to be significantly overspent. Members noted that this was related to revenue funded projects and would be matched out by income once the project had delivered, and the discrepancy was due to a timing difference which would be reconciled at year end. Members asked for more detail on the line to be included in the glossary of terms.

**Resolved:** That the financial position be noted.

## **52. Business Planning and Budget 2024-25**

The committee considered a report which provided an update on the business planning and budget for 2024/25.

Members welcomed the update and were pleased to see the multi-year approach to business planning with a focus on outcomes.

**Resolved:** That the report be noted.

## **53. Workforce Development and Publication of Pay Gap Reports**

The committee considered a report which provided updated information on workforce as well as the publication of the ethnicity and gender pay gap reports.

Members asked about the use of diverse panels for recruitment. A recruitment toolkit had been developed which hiring managers should use to ensure that recruitment panels were diverse and secure equitable outcomes. It would be important to use internal communications to further promote awareness of the toolkit.

**Resolved:**

- (i) That the report be noted.
- (ii) That is agreed that the pay gap reports be published on the Combined Authority website and Government portal.

## **54. Level 4 Devolution Framework**

Members considered a report that set out work underway to apply for Level 4 Devolution to access new powers, functions, and flexibilities.

It was proposed that a letter of application to Government should be sent by the deadline of 31 January 2024.

**Resolved:**

- (i) That the recent publication of the Government's Level 4 Devolution Framework which sets out guidance and the powers and flexibilities on offer through a Level 4 Devolution Deal be noted.
- (ii) That the work across the partnership to consider the opportunities presented through the Level 4 Devolution Framework and activity undertaken to develop the West Yorkshire response be noted.
- (iii) That a letter of application be submitted to Government by the deadline of 31 January 2024.
- (iv) That the initial submission of a letter of application to the Secretary of State does not constitute an irrevocable step and does not form part of the statutory process, as outlined at paragraph 2.13 in the submitted report be noted.