
Report to: Overview and Scrutiny Committee

Date: 13 July 2018

Subject: **Scrutiny Work Programme**

Director(s): Angela Taylor, Director of Resources

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1 Purpose of this report

- 1.1 To consider the Scrutiny Work Programme for the 2018/19 municipal year.
- 1.2 To consider future agenda items, formal referrals to scrutiny, reviews, call in, matters to raise at the next Combined Authority meeting and any other tasks, issues or matters the committee resolves to undertake or consider further.

2 Information

- 2.1 The Scrutiny Work Programme details the planned work the committee has resolved to undertake, investigate further and focus on over the coming municipal year (July 2018-June 2019) within the resources, remit and powers available to the committee. The work programme is considered at each meeting and can be amended and changed as the year progresses.

Referrals

- 2.2 Under Scrutiny Standing Order 9, any member the Overview and Scrutiny Committee, the Combined Authority or an elected member of a West Yorkshire council or York Council may formally refer a matter the Committee for consideration. The referral must be in writing to the Scrutiny Officer. The Committee must then consider and discuss the referral and respond to the referrer explaining whether or not it will consider the matter further and why.
- 2.3 No formal referrals have been made in writing under Scrutiny Standing Order 9 for the Overview and Scrutiny Committee to consider at this meeting.

Reviews

- 2.4 On 15 December 2017 the House of Commons' Communities and Local Government Committee published a report entitled '[*Effectiveness of local*](#)

[authority overview and scrutiny committees](#)' concluding an investigation into scrutiny nationwide and making recommendations to the government. The [government responded in March 2018](#) accepting most of the recommendations and pledging to update its scrutiny guidance (last issued in 2006) by the end of 2018.

- 2.5 The Chair of the Overview and Scrutiny Committee and the Managing Director of the Combined Authority have proposed that the Committee, in expectation of the government's updated guidance applying to combined authorities and LEPs, direct the scrutiny officer to begin a review of the West Yorkshire Combined Authority's current scrutiny arrangements and their effectiveness, assessing their compliance with existing government guidance (from 2006) – in so far as they apply to combined authorities – and report back to a future committee meeting.
- 2.6 No other reviews are ongoing or have been proposed at this time.

Agenda forward plan 2018/19

- 2.7 Last year (2017/18) the Committee considered a number of items at its meetings, including; inclusive growth, devolution, the Combined Authority's office accommodation, the budget (and business planning), corporate priorities and key performance indicators, governance and committee reforms, business grants programme, the Transport Committee's priorities and spend, the Assurance Framework and the Leeds Hilton loan (Oxford GB2) – which yielded a report making recommendations to the Combined Authority.
- 2.8 Several agenda items have been suggested to the Committee for consideration, highlighted in more detail below and outlined in **Appendix 1**.
- 2.9 **Devolution:** Yorkshire Leaders are currently scheduled to meet on 25 October 2018, 11 January 2019 and 21 March 2019 where devolution could feature as an item of discussion. The following scrutiny meetings are suggested as the most practical to receive any updates on any developments:
- **16 November 2018**
 - **18 January 2019**
 - **22 March 2019**
- 2.10 **Budget planning and draft budget:** The Combined Authority's Director of Resources has recommended the **14 September 2018** meeting as the best opportunity for members to feed into and impact budget planning at an early stage before the draft budget is submitted to the Combined Authority in December 2018. The scrutiny meeting on the **16 November 2018** is also suggested as a date to follow up on the actual draft budget itself.
- 2.11 **Assurance Framework:** Last year the Overview and Scrutiny Committee had a large impact (through the SEP Delivery Working Group) on the principles and contents of the Assurance Framework adopted by the LEP Board and Combined Authority in February 2018. As the Assurance Framework is

renewed every year, it is proposed that the the Assurance Framework is considered at the **18 January 2018** meeting.

- 2.12 **Business grants:** The Committee received a report relating to business grants programmes and approvals in January 2018 and resolved to receive further updates on the business grants programme and grant approvals in future. The Executive Head of Economic Services has suggested an item on business grants be considered at the **14 September 2018** meeting.
- 2.13 **Calderdale scrutiny review:** Councillor Jenny Lynn, deputy chair of Calderdale’s Strategy and Performance Scrutiny Board, has requested an opportunity to present – at the **14 September 2018** scrutiny meeting – the findings of a review recently conducted by the Strategy and Performance Board into Calderdale Council’s relationship with, and contribution to, the West Yorkshire Combined Authority. Their report, entitled [“West Yorkshire... and beyond”](#), was published in April 2018 and made several recommendations to the Combined Authority.
- 2.14 **Appendix 1** to this report provides a short overview of other issues, topics and agenda items suggested for inclusion in this municipal year by members and officers – including: flood alleviation (follow up of actions from a past report), Inclusive Growth, Corporate Plan and performance, branding, Transport for the North and the HS2 growth strategy.

Working groups

- 2.15 Under Scrutiny Standing Order 7, the Overview and Scrutiny Committee may appoint working groups to consider matters more closely or fulfil ‘tasks’.
- 2.16 There are currently two ‘active’ working groups with (1) **Strategic Economic Plan (SEP) Delivery** and (2) **Transport Plan Delivery**. They were first appointed in 2016 and re-appointed on 22 September 2016 and 20 September 2017.
- 2.17 Two vacancies have arisen in last year’s working groups following the nomination of former committee members, Councillors Kim Groves and Michael Ellis, to the Combined Authority’s Transport Committee.

Strategic Economic Plan (SEP) Delivery Working Group	Transport Plan Delivery Working Group
Stephen Baines (Cons – Calderdale)	Dot Foster (Lab – Calderdale)
Paul Kane (Lab – Kirklees)	Peter Harrand (Cons – Leeds)
Rosie Watson (Lab – Bradford)	Ian Cuthbertson (LibDem – York)
<i>Vacancy</i>	<i>Vacancy</i>

- 2.18 Since the review into scrutiny arrangements will consider working group arrangements and principles as part of its scope, it is proposed that any working groups only be appointed/reappointed on an interim basis until the conclusions of the review are finalised.

Matters to raise at the Combined Authority meeting on 2 August 2018

- 2.19 Since the 2017/18 municipal year, the Chair of the Overview and Scrutiny Committee has received a standing invite to meetings of the Combined Authority as a (non-voting) observer in order to raise any scrutiny matters and convey any feedback from scrutiny members to the Combined Authority.
- 2.20 The Combined Authority's agenda forward plan is summarised in **Appendix 1**. In addition to the standing item considering the approval of capital funding for various projects, the Combined Authority's provisional agenda for 2 August 2018 includes further items on Corporate planning and performance (including 2017/18 Annual Accounts), Medium term financial strategy, Rail performance and governance and finalising governance arrangements for the newly constituted Inclusive Growth and Public Policy Panel.
- 2.21 [Minutes and agendas from past meetings](#) of the Combined Authority can be accessed on the Combined Authority's website.

Key decisions and call in

- 2.22 Members of the Overview and Scrutiny Committee may call in any decision of the Combined Authority or Transport 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.
- 2.23 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.
- 2.24 Five members of the Overview and Scrutiny Committee – including at least one member from two different constituent councils [West Yorkshire] – may call-in a decision by notifying the Scrutiny Officer in writing by 4.00 pm on the fifth working day following publication. The Committee then has 14 days to scrutinise the decision and make recommendations. Further information is set out in Scrutiny Standing Order 13.
- 2.25 The latest key decisions and forward plans of key decisions are published on the [key decisions section of the Combined Authority's website](#) and a summary of key decisions due to be taken at the next Combined Authority meeting are highlighted in **Appendix 1**.

Actions for the scrutiny officer

- 2.26 As outlined in Scrutiny Standing Order 15, the statutory scrutiny officer can provide support to the Overview and Scrutiny Committee's work programme and all of its members.

3 Financial Implications

3.1 There are no financial implications directly arising from this report.

4 Legal Implications

4.1 There are no legal implications directly arising from this report.

5 Staffing Implications

5.1 There are no staffing implications directly arising from this report.

6 External Consultees

6.1 No external consultations have been undertaken.

7 Recommendations

7.1 That the Overview and Scrutiny Committee approves a work programme and any other actions and decisions that may arise.

8 Background Documents

['Effectiveness of local authority overview and scrutiny committees' – first report of the Communities and Local Government Committee in the Session 2017-19 \(15 December 2017\).](#)

[Government Response to the Committee's First Report of 2017-19 \(6 March 2018\).](#)

["West Yorkshire.....and beyond" - Calderdale's Council's contribution to the West Yorkshire Combined Authority.](#) A scrutiny review report of the Strategy and Performance Scrutiny Board (Calderdale Council).

[Past agendas and minutes from meetings of the Combined Authority.](#)

[Forward plan of key decisions from 1 July 2018](#)

9 Appendices

Appendix 1 – Scrutiny Work Programme Summary (13 July 2018)