

# Report of the Strategic Director – Regeneration to the meeting of Governance and Audit Committee to be held on 15<sup>th</sup> April 2016.

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**Subject:**

West Yorkshire Combined Authority WYCA and Leeds City Region Enterprise Partnership LEP : Update Report

**Summary statement:**

This is an update report on West Yorkshire Combined Authority and Leeds City Region Enterprise Partnership LEP with a focus on governance, accountability, reporting and involvement of Bradford Council, its elected members and staff.

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**Overview & Scrutiny Area: Corporate O&S & others as necessary.**



## 1. SUMMARY

1.1 This is an update report on West Yorkshire Combined Authority and Leeds City Region Enterprise Partnership LEP with a focus on governance, accountability, reporting and involvement of Bradford Council, its elected members and staff. The report provides headlines on key developments, practices and issues arising

## 2. BACKGROUND

2.1 West Yorkshire Combined Authority (WYCA) brings together Bradford, Calderdale, Kirklees, Leeds, Wakefield and York councils and the Leeds City Region Enterprise Partnership (LEP) as a united force for economic growth and prosperity. WYCA works with private and public sector partners to raise the quality of life in our region through businesses growth, job creation, a trained and skilled workforce and the building of new and affordable homes, underpinned by a modern, integrated transport network. The West Yorkshire Combined Authority is responsible for the £1 billion West Yorkshire Plus Transport Fund, works closely with business in the region through the Leeds City Region Enterprise Partnership to ensure that business and the regional economy is at the heart of the decisions taken.

2.2 A previous report on WYCA/LEP was brought to Governance & Audit Committee on 4<sup>th</sup> April 2014. This report provides an update, highlighting key developments and current plans for 2016-17 onwards for the Committee's consideration.

2.3 Appendix 1 provides details on the current WYCA/LEP structure and involvement of CBMDC members.

2.4 Appendix 2 provides a summary of key governance matters and developments through 2015-16, the first full year of WYCA operations, which also saw it take over the secretariat and accountable body for the LEP from Leeds City Council

2.5 Appendix 3 provides an overview of the key reporting and publication arrangements for WYCA/LEP

2.6 Appendix 4 provides an overview of WYCA's Governance & Audit focus, including a details from WYCA GAC Committee and Overview and Scrutiny O&S Committee, on its key governance and accountability arrangements.

2.7 The next WYCA GAC is on 19<sup>th</sup> April 2016.

## 3. OTHER CONSIDERATIONS

3.1 Reports have been taken to Corporate Overview and Scrutiny (O&S) Committee (strategy and value focus), Regeneration and Economy O&S Committee (regeneration, economic and business focus) and Environment & Waste Committee (the latter on the transport schemes, investments and operations of WYCA/LEP. There have been a number of full Council questions relating to WYCA/LEP in general and for specific areas of activity (e.g. most recently Full Council 22/3/16 Q33)



3.2 Leeds City Council, Kirklees Council, Calderdale Council and Wakefield Council are also constituent members of the Combined Authority. In addition, York City Council has been involved especially on transport and connectivity matters. Harrogate Council and Craven Council are considering their positions with regards to Leeds City Region as part of the journey to 2020 and beyond.

3.3 Changes to the Combined Authority and LEP are under discussion and negotiation between political leadership in the sub- and city-region and Government Ministers. These are at an advanced stage, seeking to secure substantial powers and resources for sub-national regeneration, economic development and public sector reform.

3.4 Bradford Council's involvement in WYCA/LEP also supports the involvement and influence through to other sub-national and pan-northern arrangements like Rail North, Transport for the North and the informal arrangements for shaping Northern Powerhouse developments and investment. Appendix 1b illustrates the indirect involvement.

#### **4. FINANCIAL & RESOURCE APPRAISAL**

4.1 As reported recently to Regeneration and Economy O&S work is progressing on performance and financial profiling for WYCA/LEP.

4.2 WYCA / LEP Budgets for 2015-16 and 2016-17 are controlled through WYCA, with a dedicated finance working group and staff support.

4.3 Work is planned for 2016-17 to continue to improve WYCA internal controls and financial management as well as working with its local authority partners on financial and investment planning, scheme delivery and performance and reporting.

4.4 Corporate O&S takes reports on the financial, resource and policy aspects of the WYCA & LEP.

#### **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

5.1 WYCA/LEP has its own internal controls and governance framework. The most recent WYCA GAC covered the following elements:

[WYCA External Audit Update](#)

[WYCA Internal Audit Progress Update](#)

[WYCA Internal Audit Plan 2016-17](#)

[WYCA Internal Controls and Financial Monitoring](#)

[WYCA 2016-17 Budget & Treasury Management Policy](#)



5.2 Key element of risk at WYCA relates to the delivery of the Local Growth Deal and the need to ensure expenditure is achieved and that all expenditure is properly managed. A number of measures are in place to support this including the Assurance Framework and the Single Appraisal Framework. These are managed to ensure they remain relevant as the delivery of the Growth Deal develops and to bring together the Transport Assurance Framework and the LEP Assurance Framework into one document and management process.

5.3 In support of this work has been undertaken to develop a Finance handbook which sets out details for how schemes within the Growth Deal should be costed, how approvals are sought, how funding will be advanced and the responsibilities and accountabilities of different parties working on these schemes. Production of the handbook has been a collaborative piece of work. Following the receipt of Growth Deal funding for both transport and non-transport schemes the remit of the handbook has been broadened to be all Growth Deal projects. There is some further refinement of the handbook required to fully address the particular issues relating to the non-transport schemes but the principles within the handbook remain valid.

5.4 Bradford Council has some of the key risks and governance issues reflected in the Annual Governance Statement and Council Risk Register as well as managed on a day-to-day basis through political leadership, engagement and management involvement in key functions, ambitions and shared business processes.

5.5 The Annual Governance Statement 2014-15 identified the following as key 2015/16 Governance Challenges:

- Establishing sound governance structures pertaining to the West Yorkshire Combined Authority ensuring democratic accountability at the local level.
- Impact on governance structures arising from developing policies for the delivery of regional devolution

## **6. LEGAL APPRAISAL**

6.1 WYCA is a Statutory Combined Authority and it is governed and operated on that basis. LEPs are more informal strategic business partnerships with a primary focus on enterprise, business growth and economic development.

6.2 A range of related functions and arrangements are being progressed through the current Government, especially in regard to the 2015/2016 Legislative Programme.. The Cities and Local Government Devolution Act 2016 is one such recent change paving the way, as an enabling framework, for local growth, public sector reform and administrative changes to powers and resources. The Leeds City Region devolution proposal and negotiation fits within these changes.

*This report does not cover the proposed devolution process for Leeds City Region or sub-national developments directly at this time. Should the devolution proposals proceed to agreement with Government then further information will be brought to the Committee as soon as it is available.*



## **7. OTHER IMPLICATIONS**

### **7.1 EQUALITY & DIVERSITY**

In working with and through WYCA/LEP as a Local Authority body has its own arrangements for equality & diversity.

### **7.2 SUSTAINABILITY IMPLICATIONS**

WYCA/LEP enables Bradford Council, businesses and other partners to support, develop and invest in strategic and operational matters that secure immediate regeneration priorities and services. It can also be seen that the organisation, functions and resources both within and beyond the district can support prosperity, well-being and resilience for present and future generations

### **7.3 GREENHOUSE GAS GHG EMISSIONS IMPACTS**

N/A – not directly covered by this report though WYCA/LEP ensure appropriate environmental management and GHG emission management as well support wider Green Economy ambitions, priorities, investment and practical solutions.

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

N/A – none arising directly from the focus of this report.

### **7.5 HUMAN RIGHTS ACT**

N/A – none arising directly from this report.

### **7.6 TRADE UNION**

- There are no direct Trade Union or staffing implications arising from this report. Further changes to WYCA/LEP and the relationship, functions, collaboration and investment through the changing sub-national arrangements are likely but not yet confirmed at this stage.

### **7.7 WARD IMPLICATIONS**

- WYCA/LEP both engage on strategy development, investment planning, scheme preparation, delivery and involvement with the Council and into specific locations and sites. This includes through transport and passenger transport services and operations. On the latter,

## **8. NOT FOR PUBLICATION DOCUMENTS**

8.1 None

## **9. OPTIONS**



9.1 Bradford Council remains a constituent Council and founding member of the West Yorkshire Combined Authority as well as a joint partner in the business partnership for Leeds City Region.

9.2 The arrangements for collaboration, investment, delivery and operations through WYCA/LEP and related use of resources is fundamental to the prosperity, well-being and resilience of Bradford District and direct benefits to citizens, partners, places and businesses. It remains critical that there is a proactive and structured approach to engagement, day-to-day working and good governance.

9.3 Specific areas of improvement may be identified through the Committee discussion and resolutions that could be communicated to WYCA/LEP or as they relate to the Council (CBMDC) progressed as appropriate to the Committee.

## 10. RECOMMENDATIONS

Subject to GAC Chairman's steer

*10.1 This report is noted*

*10.2 This Committee supports the continued improvements and development programme for WYCA/LEP during 2016-17 especially where they enhance accountability, good governance and the active involvement of each of the Constituent Councils, their political leadership and front-line members*

*10.3 This Committee encourages the on-going communications, involvement and influence of Bradford's elected members, officer, partners and public in WYCA and LEP.*

*Previous recommendations 2014*

*Recommended-*

*(1) That the progress on governance developments be noted and that these will assist in securing Bradford's interest in the Combined Authority be agreed .*

*(2) That any comments be provided to ensure the effectiveness of the arrangements for the involvement of Bradford Council in the governance and operations of the Combined Authority, its strategy, work plans and investments.*

## 11. APPENDICES

- **Appendix 1 – Current Structure and CBMDC Member / Officer involvement 2015-16**
- **Appendix 2 – Key governance matters & developments 2015-16**
- **Appendix 3 – Overview of key reporting and publications of WYCA/LEP**
- **Appendix 4 – Overview of WYCA/LEP Governance and Audit arrangements**

*If there is confidential information that falls under Schedule 12A, of the Local Government Act 1972, try to contain this within an appendix.*



## 12. BACKGROUND DOCUMENTS

- WYCA [Successes Briefing Sheet](#) – January 2016
- LEP Little Book of Big Impact – March 2016
  
- WYCA Business Plan 2015-16
- WYCA Business Plan 2016-17 – provisional
- LCR Assurance Framework 2015
  
- WYCA Papers 2015-16
  
- WYCA Bradford Consultation Sub-Committee Papers 2015-16
  
- WYCA Governance and Audit Committee Papers 2015-16
- WYCA Governance & Audit Committee [Terms of Reference](#) (link 17/3/16)
  
- WYCA/LEP Growth Deal Assurance Framework 2015-16
  
- WYCA Overview & Scrutiny Committee Papers 2015-16
- WYCA O&S [Terms of Reference](#) (link 17/3/16)
  
- WY&Y Investment Committee Papers 2015-16
  
- WY Transport Committee Papers 2015-16
  
- LEP Papers 2015-16
  
- WYCA Development Programme for 2016-17
  
- WYCA News and press release 2015-16
  
- LCR Devolution Deal March 2015
  
- LCR Devolution Proposal September 2015
  
- Leeds City Region Devolution Proposal March 2016 (HM Treasury embargoed publication)
  
- Cities and Local Government Act 2016
  
- LGA Get in on the Act, Cities and Local Government Act 2016
  
- Regeneration and Economy O&S Report, [Bradford in the Leeds City Region](#), 9<sup>th</sup> March 2016

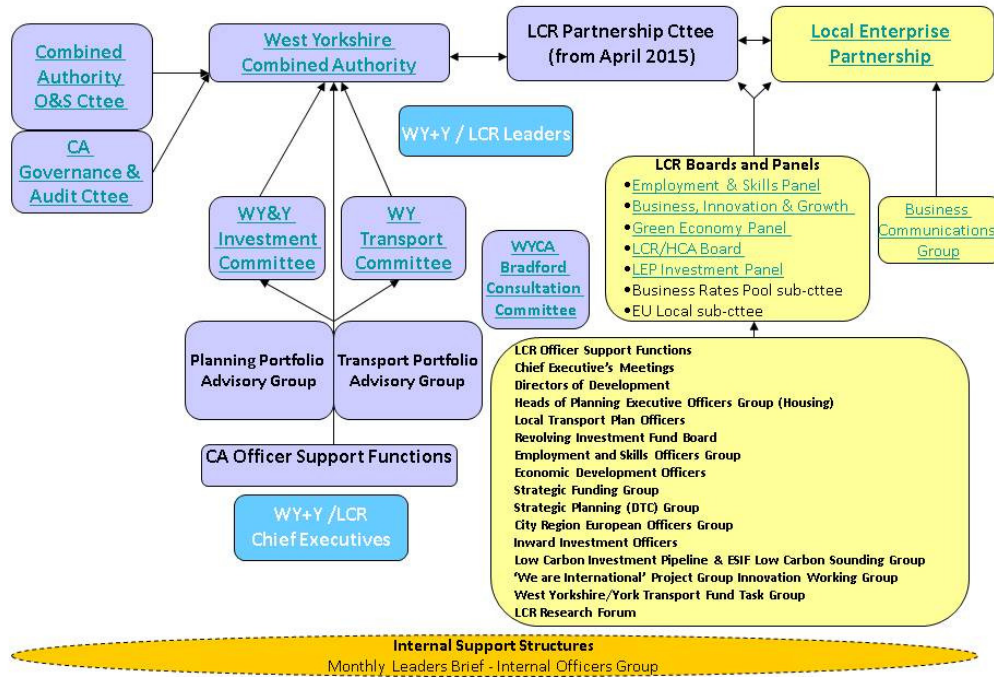


- Regeneration and Economy O&S Report, [Leeds City Region Strategic Economic Plan: Progress and Ambitions](#), 9<sup>th</sup> March 2016
- Corporate O&S Committee, [West Yorkshire Combined Authority Introduction & Update](#), 13<sup>th</sup> February 2014
- Governance & Audit Committee, [West Yorkshire Combined Authority: Governance Update](#), 4<sup>th</sup> April 2014
- Governance & Audit Committee, [Minutes](#), 4<sup>th</sup> April 2014
- Governance & Audit Committee, [Annual Governance Statement 2014-15](#), 26<sup>th</sup> June 2015
- Council, [WYCA Appointments and Nominations](#), 20<sup>th</sup> February 2014
- Council, WYCA Appointments and Nominations, February 2015
  
- *Background documents are documents relating to the subject matter of the report which disclose any facts or matters on which the report or an important part of the report is based, and have been relied on to a material extent in preparing the report. Published works are not included.*
- *All documents referred to in the report must be listed, including exempt documents.*
- *All documents used in the compilation of the report but not specifically referred to, must be listed.*





**1. WYCA/LEP Governance Overview (Boards & Arenas)**



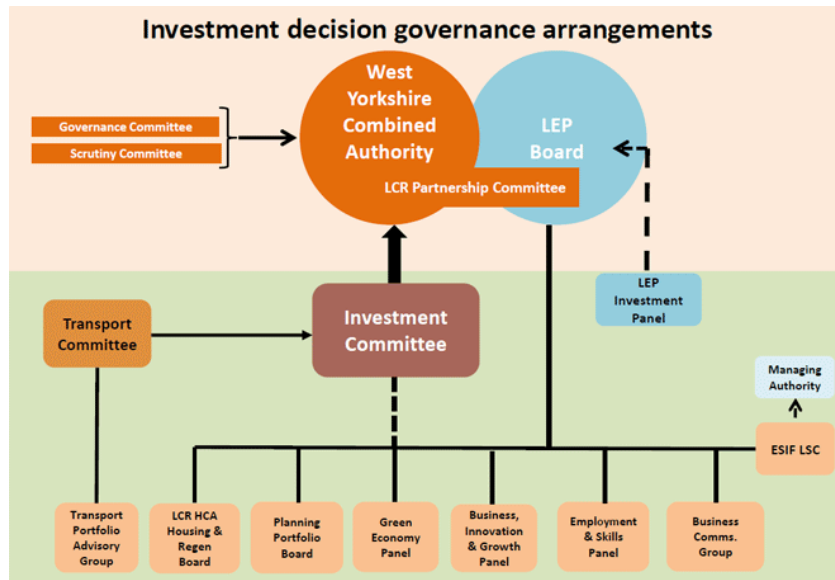
Over-and-above the Leader being co-opted onto WYCA and involved directly in WY&Y Investment Committee (on behalf of WYCA), he is also on the LEP. The Council has a number of members directly involved in other key bodies through nomination including the Transport Committee, WYCA's own Governance & Audit Committee and WYCA own O&S as well as the Bradford District Consultation Sub-committee.



The details of Bradford District Councillor involvement in WYCA for 2015-16 is summarised below:

Cllr Green	Cllr Slater	LEP Board	WYCA O&S Committee	WYCA Governance and Audit Committee	WYCA Bradford District Consultation Subcommittee *
<p>LEP Board</p> <p>WYCA</p> <p>WY&amp;Y Investment Committee</p> <p>WYCA LCR Partnership Committee</p>	<p>WYCA Transport Committee</p> <p>WY&amp;Y Investment Committee</p>	<p><i>Eric Hawthorn (Radio Designs)</i></p> <p><i>John Parkin (LBIA)</i></p> <p><i>Roger Marsh, LEP Chairman sits on Producer City Board to strengthen connections with and through Bradford District</i></p>	<p>Cllr F Shaheen (Lab)</p> <p>Cllr M Amran (Lab)</p> <p>Cllr M Ellis (Cons)</p>	<p>Cllr L Smith (Lab)</p>	<p>WYCA Transport Committee members:</p> <p>Cllr A Hussain (Lab)</p> <p>Cllr M Johnson (Lab)</p> <p>Cllr R Poulsen (Cons)</p> <p>Cllr T Salam (Lab)</p> <p>Bradford Cllrs:</p> <p>Cllr M Ellis (Cons)</p> <p>Cllr R Jamil (Lab)</p> <p>Cllr H Khan (Lab)</p> <p>Cllr M Swallow (Lab)</p>

[\*] Public Representatives: Jane Gibbon, Fred Gilbert, Andrew Jewsbury, Peter Ketley, Gordon Lakin, Gareth Logan, Graham Peacock, John Prestage, Keith Renshaw, Barry Rigg, Rosie Watson, Andrew Wowk.



Source: WYCA 2015



## **Appendix 2 – Key governance developments 2015-16**

Highlights are provided here for information.  
LCR Assurance framework also in place through the LEP.

### **Finance & accounts**

#### **Regulations covering finance, accounts, audit and expenditure.**

##### **Audit**

WYCA publish accounts, audit opinions and certificates at each financial year end. You can find these on their Freedom of Information (FOI) ['What we spend and how we spend it'](#).

##### **Financial Regulations**

The Authority has in place Financial Regulations which govern how responsibility for management of budgets and expenditure is delegated within the officer structure of the Authority.

##### **Financial Regulations**

##### **Members' Allowances Scheme**

The Authority formally adopted the Members' Allowances Scheme on 25 June 2015 following the recommendations of an Independent Remuneration Panel.  
Allowances and expenses paid to members and the Scheme document is available from their FOI pages, ['What we spend and how we spend it'](#).

### **Organisational Governance**

**Corporate governance is essential for effective control and accounting. The Authority operates a system based on a framework of standing orders, financial regulations and administrative controls including codes of conduct and administrative policies and procedures.**

##### **Standing Orders**

The following Standing Orders have been adopted by the WYCA:-

- **Procedure Standing Orders (pdf - opens new window)** deal with the conduct of the meetings and business of the Authority; recording the decisions of the Authority; application to the conduct of committees of the Authority and matters such as quorum, order of business and conduct during meetings.
- **Access to Information Annex**
- **Code of Practice for Recording WYCA Meetings**
- **Scrutiny Standing Orders** govern the conduct of meetings of the Overview and Scrutiny Committee, the ambit of its terms of reference and the procedure for calling in decisions of the Authority and its committees for scrutiny.
- **Contracts Standing Orders** govern how the Authority procures goods and services and the proper procedures to be followed by officers of the Authority.

##### **Officer Delegation Scheme**



The Officer Delegation Scheme sets out the functions which are delegated to officers by the Authority.

### **Officer Delegation Scheme**

### **Annex to Officer Delegation Scheme (Written Record of Officer Decisions)**

### **Code of Corporate Governance**

At its Annual Meeting on 25 June 2015, the Authority adopted a Code of Corporate Governance which is consistent with the principles of the best practice guidance issued jointly by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) and is based on six core principles.

### **Code of Corporate Governance**

### **Code of Conduct for Members**

The Code of Conduct, which was adopted by the Authority on 1 April 2014, sets out the conduct that is expected of members in relation to their conduct in office and includes procedures for their declaration and registration of disclosable pecuniary interests.

The Authority also has in place arrangements for dealing with allegations of a failure to comply with the Code of Conduct by members.

- **Code of Conduct for Members**
- **Procedure for considering complaints alleging a failure to comply with the Members' Code of Conduct**

### **Tendering for business with West Yorkshire Combined Authority**

WYCA invites and receives tenders through an electronic tendering system.

WYCA's **Procurement Strategy** can be downloaded from the WYCA Freedom of Information section

### **Policies of the Combined Authority**

On the 1 April 2014, the Authority adopted the general policies of the former West Yorkshire Integrated Transport Authority which were in force to enable the business of the Authority as the local transport authority to continue.



## [Publications and Freedom of Information](#)

**The Freedom of Information Act (FOIA) gives you the right to access recorded information held by public sector organisations. Anyone can request information – there are no restrictions on your age, nationality or where you live.**

The West Yorkshire Combined Authority ("the Authority") is committed to open government and the proactive release of the information it holds.

The ICO's model publication scheme identifies 7 "classes" of information and WYCA use this as follows:

- [Who we are and what we do](#)
- [What we spend and how we spend it](#)
- [What our priorities are and how we are doing](#)
- [How we make decisions](#)
- [Our policies and procedures](#)
- [Lists and registers](#)
- [The services we offer](#)

## **Equality Objectives**

**The West Yorkshire Combined Authority is committed to promoting equality and values diversity, encouraging fairness with equal chances for all to work, learn and be free from any barriers, discrimination or victimisation.**

### **Our equality aims**

WYCA is committed to ensuring that its customers and employees are treated equally and fairly, through pursuing two aims:

- Ensuring that everyone in West Yorkshire has equal access to their services.
- Managing diversity within the workforce to benefit employees and organisational performance.

### **The Equality Act 2010**

The Equality Act 2010 replaced and harmonised all previous equality law contained in the Race Relations Act, the Sex Discrimination Act and the Disability Discrimination Act.

#### **Equality and Human Rights Commission website**

#### **WYCA's equality responsibilities**

The Equality Act places a 'Public Sector Equality Duty' on public authorities like WYCA to eliminate discrimination, advance equality of opportunities and foster good relations between people.

#### **How we achieve our equality aims and fulfil our equality responsibilities**

WYCA achieves its equality aims and objectives through promoting equality internally, through its Equality and Diversity Policy. [Equality and Diversity policy](#)

WYCA also sets objectives to achieve specific equality outcomes. As with all of our work, these objectives flow from, and help to deliver, the third West Yorkshire [Local Transport Plan](#) (LTP3).

#### **Equality Objectives**



## Equality Impact Assessments

WYCA consider the equality impact of any new project or service that they are planning to introduce, and any significant change in existing projects and services. They assess impacts early in the process of change in order to build equality from the start, using a consistent analytical approach that incorporates best practice.

Examples of their equality impact assessments include:

- [Castleford Bus Station equality impact assessment](#)
- [New Generation Transport \(NGT\) equality impact assessment](#)
- [Bradford bus network review](#)
- [Bradford bus network review, consultation appendix](#)
- [Wakefield bus network review](#)
- [Wakefield bus network review, consultation appendix](#)
- [Senior rail fares - July 2011](#)
- [Increase in concessionary fares for children, July 2011](#)

## Equality information

In setting equality objectives and considering equality impacts WYCA analyses a wide range of information relating to its customers and its employees. However, WYCA are unable to collect or publish some information relating to one or both of these groups. This is often because there is insufficient justification, under the provisions of the Data Protection Act, for requesting and holding the data (for example, collecting data on bus passengers' religious beliefs or sexuality).

In other instances the numbers of staff sharing a protected characteristic are so low, because WYCA have a relatively small workforce of only 400, that there is a serious risk that publication could lead to identification of individuals.

For these reasons the list of information relating to equality and diversity that WYCA publishes is necessarily limited. The information that they can publish is:

- [Disciplinary, Conduct & Capability Policy](#)
- [Recruitment Equality Data - April 2014](#)
- [Workforce Equality Data - April 2014](#)



### **Appendix 3 – Overview of key reporting and publications of WYCA/LEP**

Members, partners and the general public have access to West Yorkshire Combined Authority public papers electronically and through direct contact with WYCA itself, in writing or by telephone.

WYCA has a clear policy on openness and transparency as a local authority body and uses its website as the main route for this – [www.westyorks-ca.gov.uk](http://www.westyorks-ca.gov.uk)

Papers, reports and minutes for key committees are available via:

- [West Yorkshire Combined Authority](#)
- [WY & Y Investment Committee](#)
- [WY Transport Committee](#)
- [WY&Y Overview and Scrutiny Committee](#)
- [WYCA Governance and Audit Committee](#)
- [WYCA Leeds City Region Partnership Committee](#)

In addition, Cllr Cooke (Conservative Group Leader) receives WYCA information as a Conservative Substitute member of WYCA. Cllr Sunderland receives materials as a Liberal Democrat Member on WYCA.

On Transport operations, developments and schemes, especially in regard to passenger services there is a dedicated [Bradford District Consultation sub-Committee](#). Details on the sub-committees for Leeds, Wakefield, Calderdale and Kirklees are also published.

Group leaders and members are updated through their regular briefings on matters of concern or significance, including investment, development and performance. Information at key stages of strategy development (e.g. Single Transport Plan, Local Transport Plan Implementation Plan etc), scheme and investment planning, delivery and reporting involve front-line members in conjunction with CBMDC management and officers.

Reports have been taken on WYCA (and Leeds City Region Enterprise Partnership LEP) to CBMDC Executive, Governance & Audit Committee (with a focus on accountability, reporting and governance issues), Corporate Overview and Scrutiny (O&S) Committee, Regeneration and Economy O&S Committee (with a focus on economy and business) and Environment & Waste O&S Committee (with a focus on transport investment, schemes and operations)

WYCA is a local authority body, with the five councils as constituent core member councils. There are development plans in place for the year ahead to enhance communications, collaboration and partner arrangements as part of the continued development of the organisation and its fundamental relationship with the West Yorkshire and associated Councils.

As a public body, the West Yorkshire Combined Authority ("the Authority") is [committed to open government](#) and the proactive release of the information it holds. The Authority has a publication scheme and reviews this on an annual basis. However, material contained within the classes of information will be updated as required and any out-of-date information will be removed. The publication scheme is maintained by the WYCA



Information Officer

Details on Leeds City Region Enterprise Partnership LEP which is now looked after through WYCA are available via <http://www.the-lep.com/> and specifically through their [governance and funding pages](#)



**City of Bradford  
Metropolitan District Council**





## **Appendix 4 – Overview of WYCA/LEP Governance and Audit - materials**

### WYCA Governance & Audit Committee

- 9<sup>th</sup> February 2016 – Agenda (Minutes in preparation)

[Minutes Of Meeting 19<sup>th</sup> November 2015](#)

[WYCA External Audit Update](#)

[WYCA Internal Audit Progress Update](#)

[WYCA Internal Audit Plan 2016-17](#)

[WYCA Internal Controls and Financial Monitoring](#)

[WYCA 2016-17 Budget & Treasury Management Policy](#)

- 19 November 2015 Minutes
  - Treasury Management : Presentation (Verbal)
  - **External Audit Update**
  - **Internal Audit Progress Report**
  - **Internal Controls and Financial Monitoring**
- 28 July 2015 Minutes
  - **Forward Plan of Work**
  - **Internal Audit Progress Report**
  - **Audit Charter**
  - **Quality Assurance and Improvement Programme 2015**
  - **Annual Internal Audit Report and Opinion**
  - **Review of Internal Control and Effectiveness of Internal Audit**
  - **Internal Controls and Financial Monitoring**
  - **Medium Term Financial Strategy : Treasury Management and Reserves Policies**
  - **Approval of Annual Accounts for 2014/15**
- 22 April 2015 Minutes
  - **External Audit Update and Plan**
  - **Internal Audit Progress Report**
  - **Internal Controls and Financial Monitoring**
  - **Review of Governance Arrangements**
  - **Appointment of Independent Persons**
- 3 February 2015 Minutes
  - **External Audit Update**
  - **Internal Audit Progress Report**
  - **Internal Audit Plan 2015/16**
  - **Internal Controls and Financial Monitoring**



## WYCA Overview and Scrutiny

- [23<sup>rd</sup> March 2016](#) - Agenda

### Minutes of the Meeting of the Overview and Scrutiny Committee held on 16 February 2016

#### Flood Resilience in the Leeds City Region

#### Devolution Update

#### Forward Programme of Work

For information : Draft minutes of the meeting of WYCA held on 4 February 2016 (to be approved at the meeting of WYCA to be held on 31 March 2016)

Items for Feedback to WYCA

- 16<sup>th</sup> February 2016

#### Minutes of the Meeting held on 2 December 2015

#### Transport Issues and Priorities

#### Devolution

#### Floods Response

#### Forward Programme of Work

#### Reporting to WYCA

Items for Information:

#### Minutes of the Meeting of the WYCA held on 20 November 2015

#### Notes of the Meeting of the Priorities Task & Finish Group held on 19 January 2016

- 2nd December 2015 including WYCA 2016/2017 Budget and Business Plan
- Meetings also took place on 23 September 2015; 23 July 2015; & 28 April 2015

