



Agenda

Notice of a meeting of York and North Yorkshire Combined Authority

To: Mayor David Skaith
City of York Councillor Claire Douglas (Lead Member)
North Yorkshire Councillor Carl Les (Lead Member)
North Yorkshire Councillor Gareth Dadd
City of York Councillor Peter Kilbane

Date: Friday 6 September 2024

Time: 3.00 pm

Venue: West Offices, York

The meeting will be available to view once the meeting commences, via the following link - [York & North Yorkshire Combined Authority - YouTube](#) Recordings of previous live broadcast meetings are also available there.

Business

1. **Apologies for Absence**
2. **Minutes of the meeting held on 22 July 2024** (Pages 3 - 10)
3. **Declarations of Interest**
4. **Public Participation**

Members of the public may ask questions or make statements at this meeting if they have given notice and provided the text of questions to Elizabeth Jackson of Democratic Services, North Yorkshire Council (elizabeth.jackson@northyorks.gov.uk) no later than 12 noon on Wednesday 4 September 2024. Each speaker should limit themselves to 3 minutes on any item. Members of the public who have given notice will be invited to speak:

 - at this point in the meeting if their questions/statements relate to matters which are not otherwise on the Agenda (subject to an overall time limit of 30 minutes); or
 - when the relevant Agenda item is being considered if they wish to speak on a

matter which is on the Agenda for this meeting.

If you are exercising your right to speak at this meeting, but do not wish to be recorded, please inform the Mayor who will instruct anyone who may be taking a recording to cease while you speak.

5. **Mayor's Update**
The Mayor to provide an update on engagements, activities and decisions since the last meeting.
6. **Mayoral Investment Fund – Project Funding Decisions** (Pages 11 - 16)
Report of the Chief Executive
7. **Adult Skills Fund Strategic Skills Plan** (Pages 17 - 72)
Report of the Director of Economy
8. **Brownfield Housing Fund – Round 2** (Pages 73 - 82)
Report of the Director of Economy
9. **Combined Authority Governance** (Pages 83 - 96)
Report of the Deputy Interim Monitoring Officer
10. **Forward Plan** (Pages 97 - 102)
To approve the Combined Authority's Forward Plan
11. **Urgent Business**
Any other items which the Chair agrees should be considered as a matter of urgency because of special circumstances

James Farrar
Chief Executive

Barry Khan
Interim Monitoring Officer

29 August 2024

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York and North Yorkshire Combined Authority

Minutes of the meeting held at County Hall, Northallerton on Monday 22nd July 2024 commencing at 3.00 pm.

Present: Mayor David Skaith in the Chair. North Yorkshire Councillor Gareth Dadd, City of York Councillor Claire Douglas and City of York Councillor Peter Kilbane.

In attendance: Jo Coles – Deputy Mayor for Policing, Fire and Crime and North Yorkshire Councillor Kevin Foster

Officers present:

YNYCA - James Farrar, Rachel Antonelli, Debbie Mitchell, Mike Russell, Andrew Leeming, Liz Philpott, Sara Jeffs and Paul Clark

NYC – Richard Flinton, Barry Khan and Elizabeth Jackson

CA24-22 Apologies for Absence

The Mayor welcomed everyone to the meeting and in particular he welcomed Jo Coles, the Deputy Mayor for Policing, Fire and Crime and Mike Russell, the newly appointed Director of Resources, to their first meeting of the York and North Yorkshire Combined Authority.

An apology for absence had been received from Councillor Carl Les. Notification had been received that Councillor Simon Myers was to act as substitute for Councillor Les, however Councillor Myers was not present at the meeting.

CA24-23 Minutes of the meeting held on 28 June 2024

The minutes of the meeting of the York and North Yorkshire Combined authority held on 28 June 2024 were agreed as a correct record and signed by the Mayor.

CA24-24 Declarations of Interest

The Deputy Interim Monitoring Officer, Rachel Antonelli, reported that she had an interest in Minute CA24-33 and would leave the meeting room for consideration of the item.

CA24-25 Public Participation

There were no public questions.

CA24-26 An Economic Framework for York and North Yorkshire Combined Authority

Considered – A report of the Head of Strategy which set out a revised Economic Framework for the York and North Yorkshire Combined Authority, building on the previous framework approved by the Combined Authority in March 2024 and incorporating the priorities of the newly elected Mayor. The Framework also set out current activity, proposed delivery and investment to achieve the Framework's priorities.

In introducing the report the Mayor stated the previously agreed Framework had been simplified and now focused on the scale of powers and investment in transport and affordable housing. The proposed revisions offered a greater emphasis on delivering for our communities and drawing the work of our police, fire and crime colleagues closer to work on economic activity.

Andrew Leeming, Head of Strategy, gave an overview of key points as follows:

- The first part of the report was as previously agreed, the second part set out revisions primarily around key connections with Police, Fire and Crime colleagues in relation to housing investment, transport, the place agenda and the green economy, and connecting the business and skills sections as detailed in section 4.2 of the report.
- A revised Framework diagram was included at section 4.3 which set out the three ambitions of the Framework with healthy and thriving communities at the centre and four further thematic priorities

Members thanked officers for their work in producing the document, which provided the foundation for delivery of the Combined Authority's aspirations.

Resolved (unanimously) – that:

The revised Economic Framework be approved as a key strategic document.

CA24-27 York and North Yorkshire Skills Framework and Strategy

Considered – A report of the Head of Strategy which set out a revised Skills Strategy for the York and North Yorkshire Combined Authority (YNYCA) building on the previous York and North Yorkshire Local Enterprise Partnership (LEP) Skills Strategy and incorporating changes in the funding landscape and the priorities of the newly elected Mayor. The Strategy also aligned to the Economic Framework which was considered at the meeting.

In introducing the report the Mayor advised that the Strategy would ensure a locally focussed approach to skills and that it met the needs of business and the YNYCA's ambitions for growth.

Andrew Leeming, Head of Strategy, gave an overview of key points:

- The strategy was based on skills strategy of the LEP and the skills plans of the two constituent authorities, revised and updated as a key basis for the devolution of the Adult Skills Fund which would come later in the year.
- The Skills and Employability Working Group, which included a range of organisations and agencies, had acted as an interim advisory group.
- The key elements were set out in the diagram at section 4.2 and consisted of four overarching ambitions covering a responsive skills system, high quality careers, supporting businesses and meeting the needs of communities.

Members thanked all those involved in developing the Strategy which would support the provision of opportunities for people wanting to take the next steps in their career and improve the economy.

Resolved (unanimously) – that:

The Skills Strategy be approved as a key strategic document.

CA24-28 Call for Projects

Considered – A report of the Head of Strategy which set out proposed investment programmes, linked to the economic framework, which could be funded via the Mayoral Investment Fund.

In introducing the item the Mayor reported that four funds would be created which were intended to support businesses to innovate, tackle challenges and collaborate, and obtain the benefits from devolution. The call sought to put high street businesses at the heart of change and growth on the high street after a challenging few years. Achieving Net Zero was a national challenge and much work had taken place already in York and North Yorkshire towards a carbon negative economy, the fund sought to provide opportunities for further innovation. The proposed skills innovation fund invited challenge to how the skills system can be more integrated and flexible to meet the needs of businesses. The Business Innovation Fund sought to further unlock potential and feed innovation to drive up productivity.

Andrew Leeming, Head of Strategy, gave an overview of key points:

- The Call for Projects was based on the five themes of the revised Economic Framework and how the Mayoral Investment Fund was utilised to support these priorities
- The Annex to the report provided an outline of the four funds, the next steps would be to develop a detailed prospectus for each fund over the summer, with the funds being launched in October
- Section 5.1 detailed an indicative allocation for each fund
- It was also recommended that up to 5% of the total Mayoral Investment Fund be used to cover management and administration costs

Members welcomed the report and thanked officers for their work on this. It was noted that the Combined Authority would use this fund to deliver its priorities.

Resolved (unanimously) – that:

- i) An indicative budget allocation of £27.5m over four years from the Mayoral Investment Fund be approved, subject to further consultation with Members and full prospectus documents to be developed across the following programmes:
 - Indicative £10m across 2024 to 2028 for the Carbon Negative Challenge Fund
 - Indicative £10m across 2024 to 2028 for the Vibrant & Sustainable High Streets Fund
 - Indicative £5m across 2024 to 2026 for the Business Innovation Fund
 - Indicative £2.5m across 2024 to 2026 for the Skills Innovation Fund
- ii) Approval be given to a maximum of 5% of the allocated £27.5m to be utilised towards management and administration fees, to ensure the programmes are fully resourced for successful delivery. Any required costs beyond this will need to seek further approval from the Combined Authority.
- iii) Delegated authority be approved for the Chief Executive, in consultation with the CA Members, to sign-off the full prospectuses and application packs of each fund. This will then enable the funds to formally launch.

CA24-29 Approval of Brownfield Housing Fund Round 2 Projects (Phase 1)

Considered – A report of the Head of Delivery which provided information on the second call for project applications to the York and North Yorkshire Brownfield Housing Fund Programme. The second call for projects had been approved by the Combined Authority in February 2024 to utilise the remaining balance of approximately £3m from the Brownfield Housing Fund Programme following the first round of approvals in December 2023. Recommendations were made for the approval of grant contributions towards new projects. An allocation from the Mayoral Investment Fund was also requested towards the YNYBHF to maximise delivery of brownfield housing sites, and new homes, including affordable homes. It would also enable programme over-commitment to ensure full utilisation of the existing funding from what was the Department of Levelling Up Housing and Communities (DLUHC), now called the Ministry of Housing, Communities and Local Government

The Mayor introduced the item and reported that through the Fund the CA had already approved the delivery of 700 homes in York and North Yorkshire, and with the additional approvals requested at the meeting the total would be 977 homes, half of which were affordable. The ambition was to find ways to develop more homes for rural communities and the CA was working with Yorkshire and Humber Housing Partnership to progress this.

Liz Philpott, Head of Delivery, gave an overview of key points:

- The first round of approvals had allocated to 16 sites, a total of £9.6m had been committed, with a balance of £3m remaining unallocated.
- In February it was agreed to proceed with a Round 2 call for projects which was issued to local authorities and registered housing providers and six applications were received. Those six were divided into two tranches of three each, with phase 1 being those sites which were ready to progress now. The remaining three would be brought back to the CA on 6 September as they were on a slower timescale.
- Three allocations were recommended for approval at the meeting, totalling £4.298m and which would result in 311 homes being built, 181 of which were affordable homes
- It was highlighted that for the Blind Lane site the appraisal had been reworked which had resulted in the full amount being awarded and an amendment to the figure given in Appendix B
- To fund the recommendations an additional £1.298m was to be made available from the Mayoral Investment Fund

Resolved (unanimously) – that:

- i) the response to the second call for projects to the York and North Yorkshire Brownfield Housing Fund be considered
- ii) a maximum additional allocation of £1.3million be approved from the Mayoral Investment Fund towards the York and North Yorkshire Brownfield Housing Fund to enable the first three of the six applications to be supported, with the contribution towards the project at Blind Lane, Aiskew to be the subject of further review
- iii) three projects to be supported through the York and North Yorkshire Brownfield Housing Fund Programme be approved:
 - Blind Lane, Aiskew

- Linton-on-Ouse
 - Cocoa Gardens (Phases 3 – 5) York
- iv) the Director of Resources be delegated to approve the final contribution amount to the project at Blind Lane, Aiskew, subject to the outcome of the further review and recommended grant award
- v) It be noted that a further report will be presented to the Combined Authority in September seeking approval to allocate a further £3.36m from the Mayoral Investment Fund, to enable the remaining three project applications to be supported.

CA24-30 Finance Update

Considered – A report of the Interim Director of Resources requesting approval for the allocation of the Road Renewal Fund to be passported through the constituent councils and providing an update on the Quarter 1 budget monitoring position for the Combined authority.

Debbie Mitchell, Interim Director of Resources, gave an overview of key points:

- Road Renewal Funding had been announced late in 2023 with specific allocations for each council. Now that the CA was the regions transport authority this funding has been paid through the CA, rather than the constituent councils. As this wasn't part of the original budget Members were asked to approve this today.
- The budget monitoring provided a high level overview and further work would be done in the coming months to develop forecasts to enable more accurate monitoring
- Future reports would include details of allocations made from the Mayoral Investment Fund

The Mayor thanked Debbie for her work on the Combined Authority.

Resolved (unanimously) – that:

- i) The additional Road Renewal Fund allocation totalling £5.064m is passported through to the constituent councils as outlined in paragraphs 4.1 to 4.4 of the report
- ii) The first quarter financial information as outlined in paragraphs 4.5 to 4.8 be noted

CA24-31 Constitution Amendment - Adult Skills Fund Delegations

Considered – A report of the Interim Deputy Monitoring Officer in which approval was sought to amend the Constitution to include additional delegations in relation to the Adult Skills Fund and governance arrangements.

Rachel Antonelli, Interim Deputy Monitoring Officer, introduced the report and advised that it was necessary to amend the Constitution to add delegations to the Chief Executive to allow for operational day to day functions to be carried out, a full list was provided at Appendix A. There was one proposed amendment which related to making interim changes to the Adult Skills Fund strategic skills plan in response to

new emerging economic needs and it was proposed this be amended to include consultation with the Mayor.

Resolved (unanimously) – that:

- i) The functions set out in Appendix A of the report be delegated to the Chief Executive with the amendment as described above
- ii) Authority be delegated to the Interim Monitoring Officer to make amendments to the draft Constitution to reflect these additional delegations.

CA24-32 Pay Policy Statement

Considered – A report of the Head of Human Resources which set out the Combined Authority’s proposed Pay Policy Statement as required by the Localism Act 2011. This was an updated version of the annual Pay Policy, first published in April 2024. The update was required following the TUPE transfer of employees from the OPFCC and Fire Service.

Resolved (unanimously) – that:

The proposed Pay Policy Statement, as set out in Appendix A, be approved for publication on the Combined Authority’s website.

CA24-33 Appointment of Head of Legal - Monitoring Officer

Considered – A report of the Head of Human Resources requesting approval for the recruitment process for the role of Head of Legal (Monitoring Officer). Approval was also sought to establish an Appointments Sub-Committee with delegated powers to conduct the recruitment process and select and appoint a candidate subject to the requirements of the Constitution and the Local Government and Housing Act 1989.

Sara Jeffs, Head of Human Resources, introduced the report and gave an overview of key points:

- It had been agreed that the CA would wait 4 months from the TUPE transfer of other staff before commencing recruitment for this role, which had been undertaken on an interim basis until now
- Section 3.5 set out three options for a timeline for recruitment, the Mayor proposed Option B as his preferred timescale, with a 4 week recruitment commencing the week of the meeting and assessment events the first week in September
- It was proposed that the Appointments Sub-Committee be made up of the Mayor, Leader/Deputy Leader – City of York Council, Leader/Deputy Leader – North Yorkshire Council and the YNYCA Chief Executive. It was confirmed that the Chief Executive would not be a voting member.

Resolved (unanimously) – that:

- i) the recruitment process for the position of Head of Legal be approved, including the proposal to set up an Appointments Sub Committee enabling them to conduct the recruitment process and select and appoint a candidate to the role, subject to the Standing Orders

- ii) Option B be the preferred recruitment timeline: Launch 22 July with a 4-week campaign and attraction period; Close 18 August; Shortlist w/c 19 August; Assessment Events w/c 2 September
- iii) Nominations be made to the appointment panel under separate cover after the Combined Authority Meeting
- iv) It be noted that should the recruitment campaign and/or appointment process fail to appoint a suitable candidate a further report will be presented to the Combined Authority with options for a way forward to resolve the particular circumstance.

(Rachel Antonelli left the room for consideration of this item)

CA24-34 Forward Plan

Considered – The Combined Authority’s draft Forward Plan was submitted for approval for publication on the Combined Authority’s website. The Governance and Assurance Manager reported on new entries to the plan since the agenda was published.

Resolved – that:

The draft Combined Authority Forward Plan be approved.

CA24-35 Urgent Business – Local Transport Functions and Funding Allocations – York and North Yorkshire

There was one item of urgent business which, in the absence of a Chair of the Overview and Scrutiny Committee, the Mayor considered should be dealt with at the meeting as a matter of urgency in accordance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

The urgency related to the requirement to utilise funding allocations for Bus Service Improvement Plans during this financial year. If the usual 28 days’ notice were to be given and the provisions of call-in not disapplied there would be insufficient time for the Plans to be approved and funds utilised. This could lead to each Constituent Authority missing the opportunity to fully utilise the available funding for this financial year.

Considered – A report of the Head of Strategy providing an update on funding allocations made to the City of York Council and North Yorkshire Council for 2024/25 by the Department for Transport and highlighting recent changes to Local Transport Functions in the region in light of creation of the Combined Authority. The report also sought the approval of the Combined Authority to delegate Local Transport Functions for 2024/25 to each of the Constituent Councils with immediate effect, in order that they can update their Bus Service Improvement Plans and distribute the funds received by the end of this financial year. The report also outlined to the Combined Authority the transport functions by virtue of the York and North Yorkshire Combined Authority Order 2023, which can only be exercised by the Mayor.

Resolved (unanimously) – that:

- i) It be noted that the Department for Transport has already provided North Yorkshire Council and City of York Council with the Bus Service Improvement

Plans funding, in the sum of £3.5million to North Yorkshire Council and £1.53million to City of York Council, which will remain with each Authority for 2024/25 in order for them to deliver their Bus Service Improvement Plans.

- ii) The delegation be approved of specific Local Transport Functions which are now Functions of the Combined Authority to North Yorkshire Council and City of York Council respectively in order that they can finalise their Bus Service Improvement Plans utilising the funding received from the Department for Transport. Such delegations to remain in place until 31 March 2025.
- iii) Authority be delegated to the Chief Executive to sign the agreements delegating specific Local Transport Functions to each Constituent Authority for the year 2024/25.
- iv) It be noted that each Constituent Authority will approve their Bus Service Improvement Plans in principle before submission to the Mayor for final ratification by the Mayor, with assistance being provided to the Mayor by way of consultation with the Combined Authority.

The meeting concluded at 4.00 pm.

COMBINED AUTHORITY MEETING

6 SEPTEMBER 2024

MAYORAL INVESTMENT FUND – PROJECT FUNDING DECISIONS

Report of the Head of Delivery and Head of Strategy

1.0 Purpose of the Report

- 1.1 This report sets out the projects that have been proposed by North Yorkshire Council and City of York Council for funding from the Mayoral Investment Fund, in response to the original approval in principle to develop a pipeline of investible schemes that will support delivery of the York and North Yorkshire Economic Framework.
- 1.2 The report seeks approvals for specific projects, with the remaining projects will be the subject of a further report to the YNYCA meeting to be held on 2nd October 2024.

2.0 Recommendations

It is recommended that :

- 2.1 the following projects be approved for Mayoral Investment Fund grant :
- Scarborough Harbour Boat Hoist - £700,000
 - North Yorkshire EV Charging Infrastructure Improvements - £175,000
- 2.2 appraisal work be completed to inform recommendations for the following projects be referred to the YNYCA meeting on 2nd October 2024 for decision :
- Harrogate Junction Improvements
 - Selby Station Gateway Contribution
 - York Movement and Place Transport Study
 - York City Centre Regeneration
 - York Cultural Passport for Young People Programme

3.0 Background

- 3.1 At the meeting of the York and North Yorkshire Joint Devolution Committee on 15 December 2023 it was recognised that significant work had been completed to develop the Economic Framework for York and North Yorkshire. To accompany this and to enable first year progress it was agreed that a pipeline of investible schemes would be required to be developed to HM Treasury Green

Book standard “Full Business Case”. This would enable an incoming Mayor the option to consider the opportunities for investment should there be alignment with their manifesto.

- 3.2 An indicative total amount of £2million was proposed for each local authority to enable proposals with supporting project business cases to be developed by North Yorkshire Council and City of York Council for priority projects that showed alignment with the York and North Yorkshire Economic Framework.

4.0 Current Position

- 4.1 The applications received for the proposed pipeline of projects are listed below.

	Mayoral Investment Fund Request
North Yorkshire Council Projects	£000's
Scarborough Harbour Boat Hoist	700
Harrogate A61 Major Junction Improvements	500
Selby Station Gateway Contribution	700
EV Charging Infrastructure	175
Total Requested	2075
City of York Projects	
Movement and Place Transport Study	1000
Our City Centre Regeneration	430
Cultural Passport for Young People Programme	460
Total Requested	1890
TOTAL REQUEST FROM MAYORAL INVESTMENT FUND	£3,965,000

- 4.2 Projects have been referred for appraisal and are at various stages. Meetings have been held with project officers, and further information and clarifications have been requested on a range of issues.
- 4.3 Two project appraisals have been fully completed, and recommendations are now made to approve the requested funding as follows :

Scarborough Harbour Boat Hoist

- New 150 tonne boat hoist
- 15 Jobs Safeguarded
- 1 New Boat Hoist Facilitated
- 70 Businesses Engaged per annum by 2028
- 4 supply chain business created/sustained by 2028
- Increased productivity additional 420 fishing fleet person days at sea by March 2028

- £1 Mayoral Investment Fund levers £2.50 other public funding

North Yorkshire EV Charging Infrastructure Improvements

- Replacement of 37 charging points across Hambleton area
- Replacement of 13 charging points across Craven area
- Co2 savings 353,313 TONS by 2030 (calculated)
- Forecast local increase in EV ownership
(from 0.57% in 2021 to 7.4% by 2025 to 29.7% by 2030)
- Funded entirely from Mayoral Investment Fund

4.3 For the other projects, further work is being carried out to complete appraisals, requiring further clarifications and additional information. This process will be completed to inform a further report to the next meeting of the Combined Authority on 2nd October 2024, when it is expected that recommendations for approval will be made for the remaining projects.

5.0 Programme Monitoring, Evaluation and Development

5.1 Formal programme monitoring and evaluation arrangements will be put in place as part of the Governance and Assurance for the Mayoral Investment Fund. Work will continue to develop a longer-term pipeline and inform future programme design for investments from the Mayoral Investment Fund.

6.0 Financial Implications

6.1 The total amount of funding requested by the projects listed in the table at Section 4.1 is £3.965m. The project contributions are capped as maximum amounts from the CA, and the respective project sponsors will be liable for any additional costs or increases during the delivery stage.

6.2 The Combined Authority is required to agree a balanced budget annually and to monitor that budget throughout the year. In addition, there is a fiduciary duty not to waste public resources, to secure value for money and ensure that good financial governance arrangements are in place.

6.3 The table below outlines the current position for the Mayoral Investment Fund should the recommendations in this report (and other reports elsewhere on this agenda) be approved.

York and North Yorkshire Mayoral Investment Fund	£m
Total Amount Available (2023/24 to 2027/28)	81
Current Commitments	51.3
Balance	29.7
Decision request at this Executive meeting : Additional contribution to Brownfield Housing Fund : Round 2 Phase 2	3.36
Economic Framework Projects from CYC/NYC in this report (£3.97m)	4.00
Unallocated Balance of Mayoral Investment Fund to 2027/28	22.34

7.0 Legal Implications

7.1 A formal funding agreement will be put in place for each project. All projects will be required to submit a UK Subsidy Control Assessment before receiving funding to ensure compliance.

8.0 Equalities Implications

8.1 No equalities implications are anticipated.

9.0 Environmental Implications

9.1 There are no specific implications arising from this report.

10.0 Risks and Mitigations

10.1 The two projects recommended for approval in this report are without conditions, although there may be specific requirements to be included in Grant Funding Agreements as “Conditions Precedent” which must be met before grant payments will be made e.g. confirmation of match funding from other sources (where stated in the project application).

10.2 Detailed risk registers are available for each project.

11.0 Recommendations

It is recommended that :

11.1 the following projects be approved for Mayoral Investment Fund grant :

- Scarborough Harbour Boat Hoist - £700,000
- North Yorkshire EV Charging Infrastructure Improvements - £175,000

11.2 appraisal work be completed to inform recommendations for the following projects be referred to the YNYCA meeting on 2nd October 2024 for decision :

- Harrogate Junction Improvements
- Selby Station Gateway Contribution
- York Movement and Place Transport Study
- York City Centre Regeneration
- York Cultural Passport for Young People Programme

12.0 Contact Details

For further information please contact the authors of this Report.

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Background papers

Report to the York and North Yorkshire Joint Devolution Committee - 15 December 2023 ([Minute 25 Refers](#))

Appendices – None

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YORK AND NORTH YORKSHIRE COMBINED AUTHORITY MEETING

6 SEPTEMBER 2024

ADULT SKILLS FUND STRATEGIC SKILLS PLAN

Report of the Head of Strategy

1.0 Purpose of the Report

1.1 This report sets out the Adult Skills Fund Strategic Skills Plan, a key of requirement of the Department for Education (DfE) to demonstrate readiness for the devolution of the Adult Skills Fund. It aligns to the Economic Framework and the Skills Strategy.

2.0 Recommendations

2.1 It is recommended that the Combined Authority approve the Adult Skills Fund Strategic Skills Plan as a key strategic document.

3.0 Background

3.1 The Adult Skills Fund (ASF) replaced the Adult Education Budget (AEB) on 1st August 2024.

3.2 Devolution of the ASF will see York and North Yorkshire Combined Authority become the commissioner of learning provision to engage adults 19+ and equip them with the skills needed to progress into or within employment, or into an apprenticeship or other further learning.

3.3 York and North Yorkshire Combined Authority's responsibility for the ASF will commence August 2025.

3.4 The DfE have confirmed an ASF funding allocation of circa £10.8million per annum, plus a Free Courses for Jobs (FCFJ) allocation of circa £760k per annum. All Combined Authority ASF allocations are based on 2017-18 allocations. Final allocations will be confirmed early 2024.

3.5 An ASF Strategic Skills Plan is a key requirement of DfE for the Combined Authority to be able to evidence readiness to take on devolution of the ASF from August 2025.

4.0 The ASF Strategic Skills Plan

4.1 This ASF Strategic Skills Plan serves as a guiding framework for leveraging ASF funding to ensure that the region's residents have access to the training

and development opportunities they need. The priorities and strategies detailed in the ASF Strategic Skills Plan have been developed as a result of:

- An alignment with both the York and North Yorkshire Economic Framework and Skills Strategy.
- The existing evidence base and data from prior York and North Yorkshire LEP research, existing strategies and the Local Improvement Skills Plan.
- A review of the most recently available Adult Education Budget ILR data for the 2022/2023 academic year, and a comparison of data for the academic year 2018/2019, to subsequent years leading up to 2022/2023.
- Feedback received via stakeholder engagement.

4.2 A significant amount of stakeholder engagement has taken place since March 2024 to support the development of the ASF Strategic Skills Plan, including:

- An online survey that opened 25 March to 1 May 2024.
- Stakeholder engagement event in March 2024 with circa 60 delegates. This event included an information session on the Economic Framework and Skills Strategy, and round table discussions to gain feedback from delegates.
- Engagement with beneficiaries of Adult Skills and Community Learning delivery funded through the Adult Education Budget.
- Focus groups with Voluntary Community and Social Enterprise (VCSE) sector learning providers, Community Learning providers, the Yorkshire Learning Providers Network and the North Yorkshire Principals Group.
- Meetings with several ITPs individually to get an in depth picture of their views and feedback from their experiences in other devolved areas.
- Collaboration with the ESFA and other devolved and devolving Combined Authorities.

4.3 There will be ongoing collaboration with stakeholders to support the development of the processes and systems needed for the Combined Authority to take on the responsibility of the devolved ASF from August 2025.

4.4 It is proposed that the ASF Strategic Skills Plan has 6 strategic priorities, which have been identified as:

- **Widen Access & Participation:** ASF as a gateway to learning and progression
- **Embed Basic & Transferable Skills:** ASF providing foundations to higher skills and employment
- **Unlock Progression Pathways and Underutilised Talent:** ASF providing routes to higher skills and better paid jobs
- **Develop Flexible Provision:** to meet the needs of learners and businesses

- **Build Capacity and Capability:** to enable an integrated, flexible and responsive provider base
- **Enable Effective Collaboration:** partnership working between providers

See Appendix 1 for the full strategy document.

4.5 The proposed ASF headline Commissioning Plan is detailed within the ASF Strategic Skills Plan. We are proposing the below 3 tier model for the commissioning of the ASF. This approach should help to provide stability within the provider base, and also recognises our residents travel to learn patterns – particularly due to the size and rurality of the region.

4.6 It also provides us with the opportunity to significantly reduce the number of providers delivering duplicate, distance, or very little provision in the region. There are currently over 200 providers delivering ASF provision to residents of York and North Yorkshire - inclusive of grant, procured, and subcontracted providers. The first 2 methods would result in circa 16 grant funded providers. The 3rd method will allow additional providers to bid for delivery, the specifics of which will be decided later this year following further interrogation of the data and ongoing collaboration with stakeholders.

<p>Method 1</p> <p>Grant Allocations - York and North Yorkshire based providers</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who hold an existing Grant Agreement with the ESFA and meet all the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire's strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND</p> <ul style="list-style-type: none"> ▪ Have a head office in York or North Yorkshire
<p>Method 2</p> <p>Grant Allocations - Providers based outside of York and North Yorkshire</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who are based outside of the York and North Yorkshire region who hold an existing Grant Agreement with ESFA and meet the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire's strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND EITHER</p> <ul style="list-style-type: none"> ▪ Are part of a group who have a member that has a fixed delivery site within York and North Yorkshire ▪ Have a fixed delivery site that shares a border with York and North Yorkshire ▪ Have a fixed delivery site that belongs to a Combined Authority that shares a border with the York and North Yorkshire Combined Authority <p>Grant providers who hold an existing Grant Agreement with ESFA but are not based in York or North Yorkshire, and do not satisfy the above listed criteria, will not receive continued Grant funding for their provision to York and North Yorkshire residents.</p> <p>An exception will be made for Specialist Designated Institutions who hold an existing Grant Agreement with ESFA and deliver significant volumes of activity within York and North Yorkshire, whereby the Combined Authority will continue to allocate Grant</p>
<p>Method 3</p> <p>Contract for Services</p>	<p>The remaining Adult Skills Fund will be allocated via competitive tendering processes.</p> <p>There will be a round of procurement that will take place throughout Autumn, which will target the priorities identified in this Strategic Skills Plan.</p> <p>There will be a Test & Learn Pot which will be reserved for the commissioning of specific initiatives.</p>

4.7 There have been a number of key decisions proposed in the ASF Strategic Skills Plan, which are:

Decision	Rationale
<p>The Combined Authority will allocate grant to providers by applying the proportion of their 2022/2023 allocation that was spent on York and North Yorkshire learners to their 2025/2026 allocation, plus an additional percentage that will be determined upon further investigation of the budget.</p>	<p>The reasoning for using this methodology is that the 2022/2023 allocation spend is the most up to date funding data for York and North Yorkshire that is available. The additional value is in recognition that there has since been an increase to funding rates and an increase in the cost of delivery.</p>
<p>Grant Agreements will be issued for two years (August 2025 to July 2027) with the option to extend for a further year (to July 2028), subject to provider performance and funding availability.</p>	<p>Throughout consultation there was a clear demand for 2–3-year contracts, as opposed to 1-year contracts, to enable better planning and continuity for providers. This will also ensure providers can be more responsive to any changes in demand, in recognition of the time it takes to plan and begin delivery of new programmes.</p>
<p>ESFA’s national policy currently allows a 3% tolerance on underperformance. The Combined Authority won’t be allowing this tolerance on allocations.</p>	<p>In the interest of maximising the ASF for the area. A number of neighbouring devolved Combined Authorities have also adopted this approach, and when discussed in consultation with providers we weren’t met with any challenges. We will ensure a suitable method for any potential clawback that supports the financial stability of the providers.</p>
<p>ESFA’s national policy currently allows a 10% tolerance on overperformance. The Combined Authority will not be allowing this overperformance tolerance on allocations.</p>	<p>As an alternative, annual growth requests will be available, subject to provider performance and funding availability. This will enable the Combined Authority to allocate growth on a case-by-case basis and manage the budget more effectively.</p>
<p>The Combined Authority will allow subcontracting.</p>	<p>A clear demand for subcontracting was identified during consultation, and we recognise that it can play a vital role in the delivery of ASF. Subcontractors will need to be identified upfront, and the Combined Authority will need to approve any additions. We will also be closely monitoring the quality of subcontracting provision.</p>

<p>The Combined Authority will allow distance learning.</p>	<p>A clear need for distance learning was identified during consultation, particularly due to the rurality of the region, and for those residents that face mental and physical health challenges that create barriers to face to face learning. Providers will need to identify upfront where they are using distance learning, and we will be closely monitoring the quality of this provision.</p>
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4.8 A draft of the ASF Strategic Skills Plan was submitted to DfE as part of the Readiness Condition submission in May 2024. Feedback and queries were received on 22 July 2024, and we responded on 26 July 2024. Subsequently, on 8 August 2024 we received confirmation from DfE that they don't have any further follow up questions and will be providing advice to ministers in August / early September.

4.9 The Skills and Employability Working Group provide advice, guidance and subject matter expertise to in relation to ASF and endorsed the ASF Strategic Skills Plan at their meeting on 1 August 2024.

4.10 An Officer led ASF Operational Programme Board has been established that will be responsible for scrutinising ASF commissioning, grant allocation and the procurement process to provide assurance around value for money, due diligence, transparency and equity. The Board reviewed the ASF Strategic Skills Plan at their meeting on the 12 August 2024 and approved its submission to the Combined Authority.

5.0 Financial Implications

5.1 The DfE have confirmed an ASF funding allocation of circa £10.8million per annum, plus a Free Courses for Jobs allocation of circa £760k per annum. The ASF Strategic Skills Plan sets out the headline Commissioning Plan and Grant Allocation approach.

6.0 Legal Implications

6.1 Evidencing readiness to deliver adult education functions is required by Government for them to make the order to devolve statutory functions to the Combined Authority. An ASF Strategic Skills Plan is a key requirement of DfE for the Combined Authority to be able to evidence readiness.

6.2 Government guidance on AEB devolution to Combined Authorities states that a Combined Authority should give consideration to the following:

- a) the fairness, reasonableness and proportionality of their requests of the providers through consideration of the entirety of that provider's overall business.
- b) ensuring that all providers are given an equal opportunity to compete for funds in any competitive process.
- c) how the Combined Authority's commissioning approach aligns to the existing adult education funding key milestones that a provider operates under when commissioning.
- d) when a Combined Authority determines that it is appropriate to deviate from the ESFA commissioning process they should give a reasonable notice period to allow providers to adapt.

6.3 There is a risk of potential challenge in respect of the Commissioning Plan methodology due to the deviation from ESFAs national commissioning process to a more local methodology, however it is deemed that this risk is low.

6.4 Considerations in determination of this risk include a reasonable notice period for providers to adapt to the changes in the methodology. The ASF Strategic Skills Plan will be published in October 2024 to ensure providers have a reasonable notice period to adapt. This methodology has been well used and utilised by a number of devolved Combined Authorities within their commissioning plans.

7.0 Equalities Implications

7.1 There are no direct equalities implications arising from this report.

8.0 Environmental Implications

8.1 There are no direct environmental implications arising from this report.

9.0 Combined Authority Areas Impacted (Council Areas/Wards/Divisions)

9.1 The ASF Strategic Skills Plans covers the whole of York and North Yorkshire.

10.0	Recommendations
10.1	It is recommended that the Combined Authority approve the Adult Skills Fund Strategic Skills Plan as a key strategic document.

11.0 Reasons For Recommendations

11.1 The ASF Strategic Skills Plan will help the Combined Authority with prioritisation of ASF investment and activity; as well as supporting the Combined Authority to build strategic relationships with partners and stakeholders.

12.0 Contact Details

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Appendices

Appendix 1: ASF Strategic Skills Plan

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Adult Skills Fund Strategic Skills Plan 2025-2028

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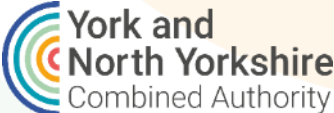
September 2024

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Version Control

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Adult Skills Fund Strategic Skills Plan - September 2024	06/09/2024

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Background and Context

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Background and Context

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Introduction to the York & North Yorkshire Adult Skills Fund Strategic Skills Plan

This document sets out York & North Yorkshire's devolved Adult Skills Fund (ASF)* Strategic Skills Plan. It needs to be read in conjunction with the **York and North Yorkshire Economic Framework** and **Skills Strategy**, as both **set the wider strategic context** in which the ASF Strategic Skills Plan sits. Together these documents outline the region's strengths, opportunities and challenges, enabling key priorities for ASF to be clearly identified.

This ASF Strategic Skills Plan serves as a guiding framework for leveraging ASF funding to ensure that the region's residents have access to the training and development opportunities they need to thrive in the modern economy.

It represents a bold and comprehensive place-based approach to addressing the region's skills challenges and positioning it for long-term economic success.

By investing in targeted training programs, fostering strong stakeholder partnerships, and implementing a robust system of monitoring and evaluation, this plan will help ensure that the region's workforce is equipped with the skills and knowledge needed to thrive.

With the commitment and collaboration of all stakeholders, the plan will serve as a catalyst for the region's continued growth and prosperity.

Adult Skills Fund

The purpose of the Adult Skills Fund (ASF) is to support adult learners to gain skills which will lead them to meaningful, sustained, and relevant employment, or enable them to progress to further learning.

Within ASF, further provision for Tailored Learning is available that supports wider outcomes, such as to improve health and wellbeing, equip parents/carers to support their child's learning, and develop stronger communities.

Further information on ASF can be found [here](#).

Background and Context

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Devolution

Devolution will see the York and North Yorkshire Combined Authority taking responsibility for the commissioning of the Adult Skills Fund in York and North Yorkshire from August 2025. The devolved ASF for York and North Yorkshire from August 2025 is worth circa £10.8m per annum.

The Combined Authority's responsibilities will include:

- establishing funding priorities according to local strategic skills plans
- allocation of the funds, via grants and/or procurement (in line with legal regulations)
- determining and publishing funding and performance management rules
- determining contracts and conditions of funding arrangements
- setting funding rates and payment arrangements
- the management of contracted providers

The York and North Yorkshire Combined Authority

A combined authority is where a group of councils work together across a larger area. The York and North Yorkshire Combined Authority has been created at the request of City of York Council and North Yorkshire Council and is a legally recognised, single body.

Its role is to use some of the money and powers that up to now have been held by central government, and work with local leaders and communities to invest in ways that will help to make York and North Yorkshire a better place to live, work and do business. The Combined Authority is led by an elected mayor.

The York and North Yorkshire Region

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York and North Yorkshire is an incredibly diverse area that is both highly connected and urban, but also deeply rural with many isolated communities.

It has a **population of 830,600**, 60% of which are of working age. The population is primarily of an older demographic with **24% of residents aged 65 and over** compared with a national average of 19%.

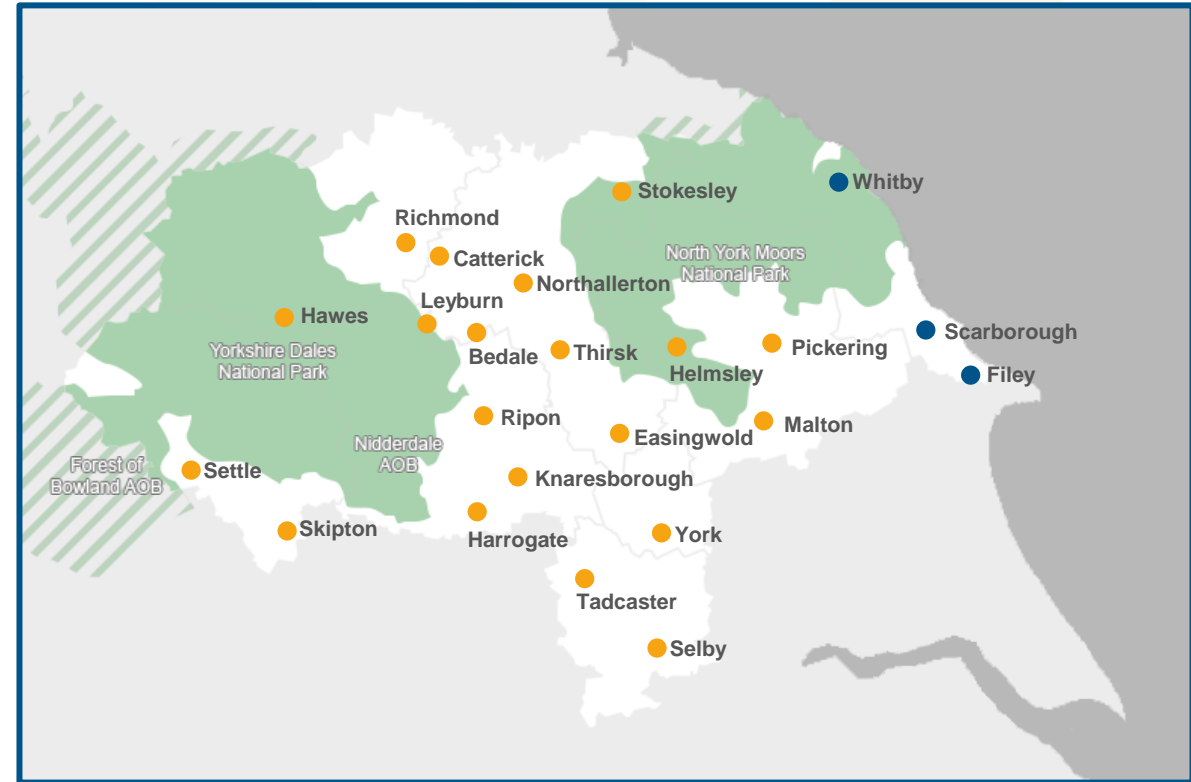
The City of York is the largest urban area within the region, with 17% of York and North Yorkshire's population based here. Harrogate is the second largest population area (9%), closely followed by Scarborough (7%) on the coast.

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York and North Yorkshire has a **strong coastal economy**, with a maritime history, a buoyant visitor economy, manufacturing base and emerging offshore renewables sector. However, the economy is also dominated by a number of **distinctive market towns**, which play a significant role in community wellbeing and business growth within the region.

Some neighbourhoods within York and North Yorkshire are among the 20% most deprived in England - most of the deprivation is concentrated along the coast, but there are also neighbourhoods within York, Skipton, Harrogate and Selby. Although this only equates to 6% of neighbourhoods overall, we need to ensure that these people aren't left further behind.

It is **home to significant research and innovation assets**, including high-performing academic institutions, with three universities based in the region, research and development, innovation and sector specialisms.

The area is **dominated by micro and small businesses**, however larger businesses still have a significant role to play in the economy, providing substantial employment and supply chain opportunities and acting as key anchor institutions.



Local Skills & Employment Landscape

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Opportunities & Strengths

- York and North Yorkshire has a **diverse economy** with a strong business base that is predominantly made up of micro and small businesses.
- There are **higher than national average employment rates**, and **low unemployment levels** at 1.7%, against a national rate of 3.8%.
- York & North Yorkshire has **one of the strongest qualification profiles in the North** with 45.9% of residents qualified to RQF Level 4+ (which replaces previous NVQ statistics).
- **The biggest employment sectors** include Wholesale and Retail (15%), Health and Social Care (13%), Accommodation and Food Service Activities (12%) and Manufacturing (12%). Agriculture, although a small employment sector, is a specialism of the region with a much larger proportion of businesses than national levels.
- There is **significant public sector employment** for 'General Public Administration Activities', whilst 'Defence Activities' are significant in the north due to the presence of large MOD establishments in the region.
- **High Potential sectors** have been identified for the region, which include Industrial Bio economy, Creative & Digital, Healthy Ageing, Manufacturing and Rail.
- **Core sectors** that significantly impact the regional economy include Construction, Agriculture and the Visitor Economy.

- **Foundational sectors** are key in terms of employment for local people including Retail & Personal Services, Health & Social Care, Hospitality & Leisure, Education and the Public Sector.
- The **transition to carbon negative** offers significant economic opportunities as the region looks to become England's first carbon negative region.
- There is **evidence of employment growth in higher skilled sectors** such as Digital, as well as increasing automation, digitisation and use of new technologies. However, with this comes a contraction in lower skilled sectors and the risk of displacement of workers if they are not 'reskilled' or 'upskilled'.

Local Skills & Employment Landscape

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Challenges

In contrast to the region's opportunities and strengths, the local labour market is also characterised by:

- **Low productivity and low pay** - the area faces a significant gap in its productivity (as measured by GVA per hour worked) at only 90% of the national average; whilst 21% of people are employed in the 5 lowest paid occupations compared to 17% nationally.
- **Recruitment and retention issues** - these issues are still being experienced by businesses in the region, across a range of sectors.
- **Skills gaps and skills shortages** - from managerial to literacy, numeracy and digital, as well as specific sector needs in construction, manufacturing and primary utilities.
- **Businesses underinvesting in training** - businesses have significant upskilling needs and staff who are underutilised. Close to two-fifths of local employers acknowledge that they under-invest in training relative to business needs.
- **Shrinking labour pool** - due to inactivity, an ageing population, graduates leaving the area (only 41% of graduates are retained in the area one year after qualifying), and people retiring early (19.2% compared with 12.7% nationally).
- **Declining engagement in learning** - the numbers participating in adult education are 29% below 2018/19 levels.

- **Issues with rurality, connectivity and transport** - this presents challenges to individuals seeking training and support, and local employers in recruiting and retaining staff.
- **Modes of delivery not meeting business or learner needs** - more accessible and flexible provision is needed to address issues relating to inability to release staff for training delivery, and travel to learn distances exceeding the national average in our region.
- **Access to effective and timely Information, Advice and Guidance** - getting the right information at the right time is crucial to support individuals to make informed decision about their next steps.
- **Pockets of deprivation** - particularly in relation to skills, education and training. Some neighbourhoods in the region are among the 20% most deprived in England.
- **Under representation in learning and employment** - key groups include those from disadvantaged backgrounds, women, older workers, people from ethnic minorities and disabled people.
- **Importance of transferable skills and career adaptability** - for those transitioning into emerging sectors, those displaced from contracting sectors, and those who have not worked before.

Strategic Context

York and North Yorkshire Combined Authority Economic Framework

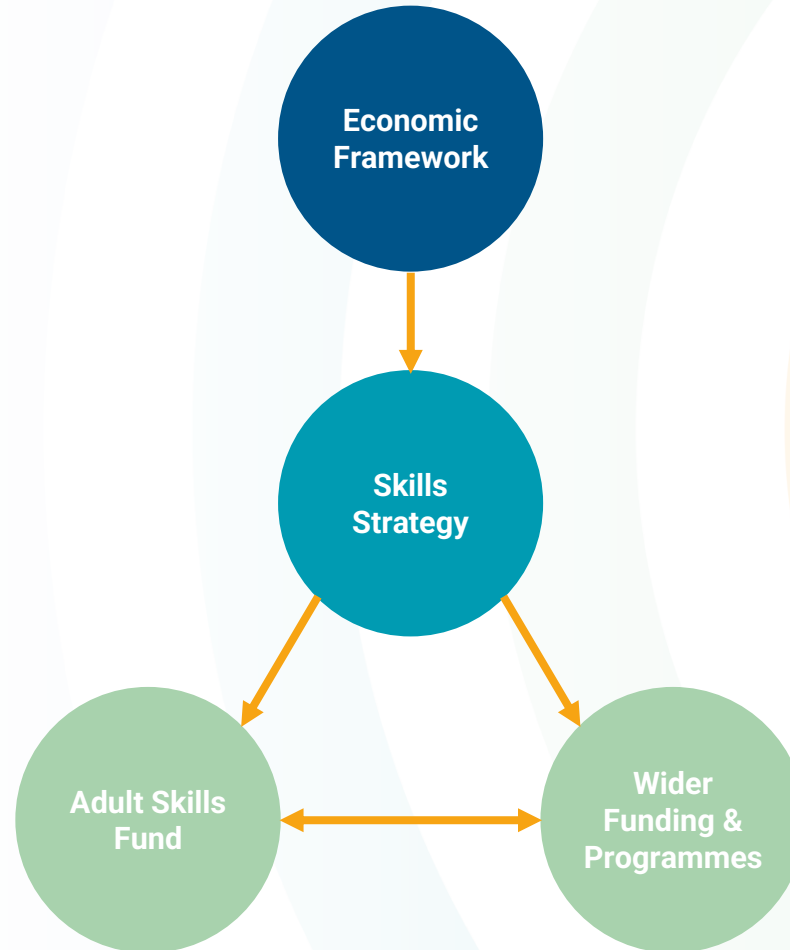
The York and North Yorkshire Economic Framework builds on the strategic economic plans and policies of its two constituent local authorities, the [City of York Council](#) and [North Yorkshire Council](#).

The framework will provide an initial set of agreed priorities and direction for the new York and North Yorkshire Combined Authority.

York and North Yorkshire Combined Authority Skills Strategy

The York and North Yorkshire Combined Authority has produced a revised Skills Strategy, updating the existing York and North Yorkshire Local Enterprise Partnership (LEP_ Skills Strategy 2021-26). It is intended that the revised Skills Strategy will:

- Provide a clear strategic skills direction
- Build on existing strategies and research
- Reflect the opportunities and challenges facing York and North Yorkshire
- Incorporate changes in the skills and funding landscape including devolution of the Adult Skills Fund
- Align with wider provision: including DWP, National Careers Service, Apprenticeships, 16-19 provision, Technical and Vocational education and Higher Education
- Dovetail with the Combined Authority's Economic Framework



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Strategic Context

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The Economic Framework

Three overarching ambitions underpin the Framework:

- **Transition to Carbon Negative** - A carbon negative, circular and more resilient economy.
- **Deliver Inclusive Economic Growth** - A global, innovative, productive economy with strong and thriving businesses.
- **Ensure Opportunities for All** - A thriving and inclusive economy.

The inner circles represent the Combined Authority's **strategic thematic priorities**, which set out how the CA will achieve its ambitions. **Healthy & Thriving Communities** should be reflected across all priorities.

The Framework's priority is to support the work of the York and North Yorkshire Combined Authority. However, it recognises that its ambitions will require collaboration and partnership working.

The full Economic Framework can be accessed on the Combined Authority's website [here](#).



Strategic Context

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The Skills Strategy

The Skills Strategy has been developed to align with the Boosting Business & A Thriving Workforce thematic priority of the Economic Framework and has **4 overarching ambitions**:

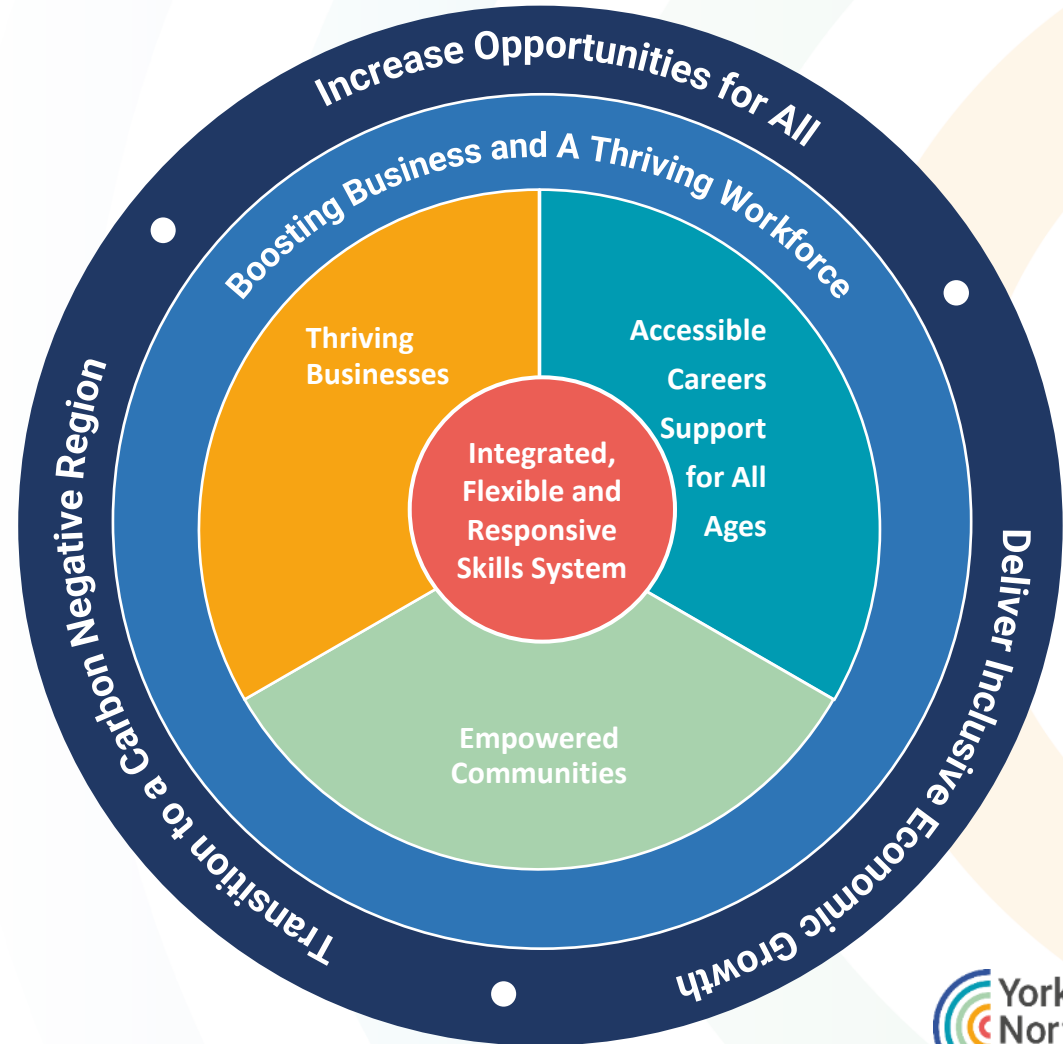
- Integrated, Flexible and Responsive Skills System
- Accessible Careers Support for All Ages
- Thriving Businesses
- Empowered Communities

Core Values

There are also **6 Core Values** that underpin the Skills Strategy and are relevant for all stakeholders, individuals, businesses or providers:

- Accessibility
- Participation
- Capacity
- Capability
- Responsiveness
- Collaboration

The full Skills Strategy can be accessed on the Combined Authority's website [here](#).



Adult Skills Fund Strategic Priorities

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Adult Skills Fund Strategic Priorities

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Widen Access & Participation: ASF as a gateway to learning and progression



Develop Flexible Provision: to meet the needs of learners and businesses



Embed Basic & Transferable Skills: ASF providing foundations to higher skills and employment



Build Capacity and Capability: to enable an integrated, flexible and responsive provider base



Unlock Progression Pathways and Underutilised Talent: ASF providing routes to higher skills and better paid jobs



Enable Effective Collaboration: partnership working between providers

Adult Skills Fund Strategic Priorities

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Widen access & participation: a gateway to learning and progression

- High quality Careers Education, Information, Advice and Guidance (CEIAG) is embedded across all ASF delivery as both a gateway to learning and progression to further learning and employment.
- Place-based engagement and learning that supports a 'whole person' approach including wellbeing, helps to tackle poverty as well as supporting people to build confidence and skills, access further learning and move towards employment.

Embed basic & transferable skills: foundations to higher skills and employment

- Engage and progress more learners in English, Maths ESOL and digital skills as foundations to further learning.
- A range of community-based provision is available to engage and progress learners focusing on building confidence and transferable skills.

Unlock progression pathways and underutilised talent: routes to higher skills and better paid jobs

- Supporting programmes of learning from entry level through to level 2 & 3.
- Developing bridging provision between levels (level 1-2 and 2-3).
- Driver to higher level specialist and technical skills: Free Courses for Jobs, Skills Bootcamps, Apprenticeships, IOT provision.

Develop flexible provision: to meet the needs of learners and businesses

- Availability of modular/bitesize delivery.
- A suitable range of learning delivery types, locations and times of delivery.

Build capacity and capability: to enable a place-based, integrated, flexible and responsive provider base

- Support the provider base to increase their capacity and capability to develop and deliver high quality skills provision.
- Ensure effective use of funds to enable capacity building within the provider base.

Enable effective collaboration: partnership working between providers

- Enabling collaboration between providers, businesses and communities, as well as across the skills system as a whole.
- Encouraging partnership working to ensure the needs of businesses and learners are at the forefront of all ASF delivery.

Adult Skills Fund Strategic Priorities

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ASF Priority	Challenge	Actions
Widen access & participation	<p>A shrinking labour pool and ageing population.</p> <p>Declining numbers accessing adult education.</p> <p>High prior attainment restricts access to ASF provision for reskilling and upskilling of working age population.</p> <p>Low levels of unemployed/inactive people accessing Training and Education and Free Courses for Jobs (FCFJs) compared to Community Learning.</p> <p>Lack of funding to meet rising delivery costs impacting on engagement, CEIAG and wrap around support for vulnerable learners.</p> <p>Diversity of the region - differing skills needs across our rural, urban and coastal communities.</p>	<p>Raise awareness of the offer and enable wider access, engagement and participation of residents to ensure we are unlocking underutilised talent across the working age population.</p> <p>Embed CEIAG throughout provision to support access, progression and for those people already with qualifications to reskill or upskill to meet opportunities in the local economy.</p> <p>Build capacity and capability in the provider base to support place-based delivery, targeting pockets of deprivation, cold spots for adult education and underrepresented groups.</p> <p>Explore ASF funding flexibilities and learner eligibility criteria to increase the participation of adult skills provision.</p>
Embed basic & transferable skills	<p>Wide ranging skill gaps including literacy, numeracy and digital.</p> <p>Low level uptake of digital entitlement.</p> <p>Reskilling & upskilling - basic and transferable skills needed to progress to higher level training, apprenticeships and employment.</p>	<p>Explore ASF funding flexibilities and learner eligibility criteria to encourage the take up of digital provision.</p> <p>Ensure provision of a range of digital courses.</p> <p>Enable Tailored Learning, focussing on basic skills, confidence building and transferable skills, with progression routes linked to opportunities in the local labour market.</p>

Adult Skills Fund Strategic Priorities

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ASF Priority	Challenge	Actions
Unlock progression pathways and underutilised talent	<p>Low take up of Level 2&3 courses particularly for 19-23yr olds impacts on progression and social mobility.</p> <p>Reskilling & Upskilling – requirement for ‘horizontal progression’ as well as upskilling. High prior attainment of residents restricts access to ASF provision for reskilling and upskilling of working age population.</p> <p>Current AEB provision is narrow in subject area restricting progression routes in emerging sectors and new technologies.</p> <p>Effective and timely CEIAG.</p>	<p>Explore ASF funding flexibilities and learner eligibility criteria to increase take up of Level 2&3 courses.</p> <p>Consider bridging courses and programmes of learning using Tailored Learning to support progression routes to FCFJs, Apprenticeships, Skills Bootcamps, IOT etc.</p> <p>Widen curriculum to support people to obtain in-demand qualifications for local jobs.</p> <p>Embed CEIAG throughout provision to enable a wide range of progression pathways.</p>
Develop flexible provision	<p>Provision lacks accessibility and flexibility to meet learner and business needs in relation to access, rurality, transport, releasing staff for training.</p>	<p>Support development and implementation of innovative design and delivery of learning, considering the where, when and how - including online, hybrid and smart phone delivery.</p>
Build capacity and capability	<p>Lack of funding to meet rising delivery costs impacting capacity and capability to deliver.</p> <p>VCSE sector has not been utilised as effectively as it could be for referrals, engagement and delivery.</p>	<p>Encourage use of innovative provision and flexibilities to enable capacity and capability building and CPD for existing staff.</p> <p>Review models for subcontracting to build capacity in the provider base and enabling a more localised approach to engagement and delivery.</p>
Enable effective collaboration	<p>Lack of joined up provision to enable clear progression within ASF and with other provision.</p> <p>Collaboration and partnership working takes time and resources.</p>	<p>Ensure alignment with other funding streams to add value.</p> <p>Establish and enable provider forums/partnerships.</p>

Alignment with the Combined Authority's Skills Strategy

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The Adult Skills Fund priorities for York and North Yorkshire have been developed to support and align with York and North Yorkshire Combined Authority's Skills Strategy. The Adult Skills Fund has its part to play in ensuring the Combined Authority achieves its overarching strategic ambitions, working in close alignment with the regions other wide-ranging streams of funding and support available, now and in the future.

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Combined Authority Skills Ambition	Adult Skills Fund
An Integrated, Flexible and Responsive skills system	Ensuring collaboration and partnership working between providers, businesses and communities; enabling flexibility and supporting capacity building and capability across the provider base
Accessible Careers Support for All Ages	High quality CEIAG is embedded across all ASF delivery as a gateway to learning and progression to further learning and employment
Thriving Businesses	Unlocking progression pathways and underutilised talent as routes to higher skills and better paid jobs
Empowered Communities	Community based engagement and learning that supports a 'whole person' approach including well-being, helps to tackle poverty as well as supporting people to build confidence and skills, access further learning and move towards employment.

Data and Findings

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Data and Findings

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The ASF strategic priorities have been developed as a result of:

- A review of the 2022/2023 academic year Adult Education Budget ILR data.
- The existing evidence base and data from prior York and North Yorkshire LEP research, existing strategies and the Local Improvement Skills Plan.
- Feedback received via stakeholder engagement.

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Alignment with both the York and North Yorkshire Economic Framework and Skills Strategy.

Data

The strategic approach is informed by a comparison of data for the academic year 2018/2019, to subsequent years leading up to the most recently available data for the academic year 2022/2023.

This data has been analysed to inform strategic and operational decisions.

Collaborative Approach

The development of the ASF Strategic Skills Plan for York and North Yorkshire has been a highly collaborative process, involving extensive stakeholder engagement and input. Shared learnings from the ESFA and other devolved and devolving authorities has also helped to shape priorities and approaches.

A stakeholder engagement plan was developed and implemented in the early part of 2024 to underpin and inform development of the ASF Strategic Skills Plan.

The approach to stakeholder engagement was predicated on several factors including:

- Engagement with as wide a range of stakeholders as possible.
- Offering a variety of ways in which stakeholders could offer their views and feedback.
- Targeting specific key groups to ensure early engagement and rapid intelligence.
- Using engagement sessions to forge and strengthen relationships for the longer term to create a positive basis for delivery of the ASF in the future.
- Capturing learner voice to ensure provision is suitable for the needs of the area's residents.
- Garnering views from providers delivering AEB in York and North Yorkshire as well as those delivering to other areas (including devolved areas).
- Laying out a clear ethos for engagement and demonstrating values of openness, honesty and collaboration to foster a collegiate culture with stakeholders.
- Understanding key 'headlines' that stakeholders highlighted as the most important to inform more in-depth engagement later.

Stakeholder Engagement

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Stakeholder Engagement Methodology

The following methods have been used to gain feedback from stakeholders:

- Engagement with beneficiaries of Adult Skills and Community Learning delivery funded through the Adult Education Budget.
- Focus groups to gather views in a smaller setting. These included Voluntary Community and Social Enterprise (VCSE) sector learning providers, Community Learning providers, the Yorkshire Learning Providers Network and the North Yorkshire Principals Group.
- Meetings with several ITPs individually to get an in-depth picture of their views and feedback from their experiences in other devolved areas, and what they believe the future priorities should be for ASF in York and North Yorkshire.
- Online survey open throughout March and April 2024. The survey contained 8 questions and an opportunity for open text feedback. The total number of responses received was 70. The survey questions can be found in Annex 1.
- Stakeholder engagement event in March 2024 with circa 60 delegates. This event included an information session on the Combined Authority's Economic Framework and Skills Strategy, and round table discussions to gain feedback from delegates.

Using the methods outlined circa 170 stakeholders were engaged.

Ongoing Collaboration

Ongoing partnership is crucial in the development of the ASF Strategic Skills Plan and as such it will continue to be a highly collaborative process. Stakeholder involvement will be key to ensuring the success of its implementation.

We will also continue to work closely with the ESFA, and other devolved and devolving Combined Authorities.

Stakeholder Engagement Key Findings

City region
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Beneficiary Engagement Findings

The headline findings from learners who are/have engaged with delivery funded through the Adult Education Budget were:

- Access to funded adult skills provision is a great progression pathway into and within employment.
- Access to funded adult skills provision supports mental health and wellbeing and helps to boost confidence.
- More support is required for current and ex-armed forces individuals to help them to integrate back into civilian life and increase employment opportunities – provision needs to be flexible to ensure it can be accessed during down time. This is due to the presence of large MOD establishments in the region.

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The ability to access flexible provision and in non-academic setting supports engagement of those learners who haven't engaged with training for a long time.

There is benefit to distance learning and hybrid learning to ensure learning fits around other commitments, such as caring responsibilities, and to support those with physical or mental health issues that would usually create a barrier to individuals engaging with learning.

- Access to more than one type of funded provision is beneficial to support progression. For example, undertaking a course in a specific craft at Level 1, then progressing to Level 2, then undertaking a course in setting up a creative business.
- Collaboration between providers enables opportunities for progression.
- There are wider benefits to adult skills courses outside of employment opportunities, such as bringing communities together, improving skills to participate in community life, supporting independent living, and helping families to support their children's learning.

Stakeholder Engagement Key Findings

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Focus Group Findings

The headline findings from the stakeholder engagement were:

- Strong support from stakeholders to work collaboratively to align provision, increase progression and reduce duplication.
- Support for the Combined Authority's strategic goals as set out in the Skills Strategy.
- High level of engagement from provider base with willingness to work with the Combined Authority on effective transition of the ASF.
- A request from the provider base to minimise disruption and not destabilise the system.
- Current funding rates are insufficient to deliver adult provision given increased costs of staffing, resources, etc and to ensure sufficient promotion, engagement, IAG and wrap around support, requiring an uplift from the outset.

The introduction of flexibilities to innovate, pilot new provision and offer a more bespoke service to businesses is very much supported by the provider base.

- Community Learning is critically important to the ASF to engage with adults in an appropriate location and in a way that builds confidence in learning and progress towards a goal.
- The VSCE sector could be utilised much more effectively to provide referral routes into adult provision, enable access to vulnerable groups in grassroots locations and to deliver specialist support to specific target groups or areas.
- Subcontracting is supported by the provider base as long as it is tightly controlled and could be used to widen grassroots provision.
- There is a preference for 3-year contracts to enable better planning and continuity.
- Utilising other funding alongside ASF is very important, and when aligned well is beneficial for learners and enables better progression.
- Capacity building for the VCSE sector, ITPs and CPD of existing delivery staff were seen as important.
- Skills support is required for the families of those in the armed forces due to the presence of large MOD establishments in the region.

Stakeholder Engagement Key Findings

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Survey Findings

Responses were from people representing a range of stakeholders including businesses, AEB providers, non-AEB providers and other stakeholders. Key findings from the survey are as follows:

- In answer to the question about which priority groups should be targeted in addition to those eligible to benefit from existing statutory entitlements, the top three were individuals on a low income, long-term unemployed people, and individuals with limited educational attainment.
- The top three priority groups that respondents thought should be targeted were unemployed adults, underemployed adults, and disadvantaged communities.

The most important considerations for measuring output were employment, workplace progression, and skills acquisition.

70% of people agreed that the Tailored Learning component of the new Adult Skills Fund would offer sufficient flexibility to innovate current provision.

- There was general agreement for a separate innovation fund, and the most popular priorities for this were community partnerships, flexible learning and engagement activities.
- Respondents were keen for further engagement going forward with a strong preference for a mix of online and face to face opportunities to engage.

Analysis of AEB 2022/2023 Data

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Data Analysis

The most recent AEB data available to us is for the academic year 2022/2023 and is taken from the ILR.

AEB funding supported approximately 12,000 learners and 18,000 enrolments in 22/23. Almost 8,000 learners participated on courses funded through the Education and Training strand, with close to 4,000 participating in Community Learning.

York and North Yorkshire learners attracted £6.2m of Education and Training formula funding during the academic year 22/23, and £446k of Free Courses for Jobs funding.

Funding for Community Learning can only be roughly estimated as it is block-funded at provider level. This means there is no simple way of attributing the funding to individual learners in order to assess the total value of funding associated with York and North Yorkshire residents.

However, ESFA do publish figures for providers' funding allocations, including sub-totals for community learning, which enables us to quantify the amount that local providers receive.

Providers based in the York and North Yorkshire Combined Authority area received a total AEB grant allocation of £6.8m in 22/23, of which £2.7m was for Community Learning.

A full Analysis of Adult Education Budget (AEB) funded provision in York and North Yorkshire for the 22/23 academic year can be accessed on the Combined Authority's website [here](#).

	Education and Training	Community Learning	Free Courses for Jobs
Funding (£)	£6.2m ¹	£2.7m ²	£446k
Participation ³ (unique learners)	7,970	3,780	270
Enrolments	11,770	6,220	280
New learners	7,090	3,760	190

^[1] Relates to notional Adult Skills formula funding

^[2] AEB Community Learning allocations to grant-funded providers based in YNY

^[3] Participation refers to the number of individuals participating in learning at any point in the academic year

Trends in Starts and New Learners

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Education and Training

The Education and Training strand covers further education learning delivered mainly in the classroom, through workshops or via distance learning.

There were around 7,100 AEB funded new learners via the Education and Training strand in 22/23 and 10,500 starts. Compared with the previous year, starts fell slightly by 2% but the count of new learners grew by 9%.

However, compared with 18/19 the number of starts was 23% lower, and the number of new learners was 19% lower.

Although the level of formula funding for YNY Education and Training learners grew by 11% (£613k) in 22/23 compared with the previous year of 21/22, it was still 25% (£2.06m) lower than in 2018/19.

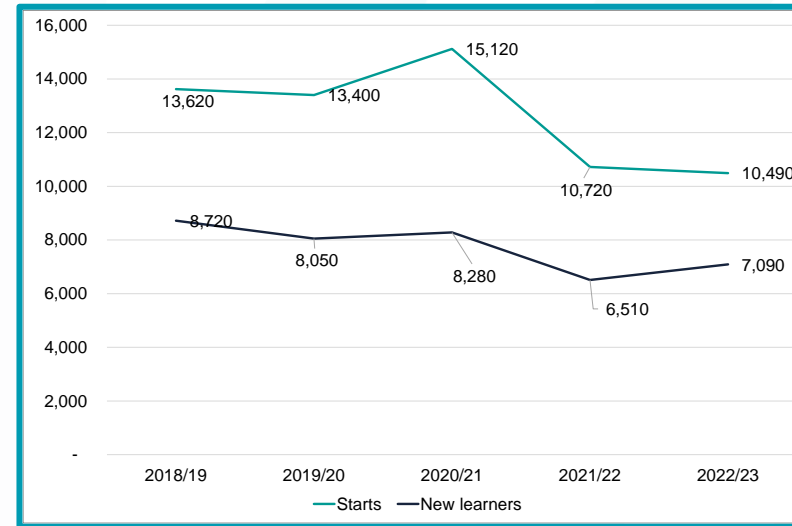
Community Learning

3,760 individual learners started a community learning programme in the 22/23 academic year, with 6,190 starts. When compared with 21/22, starts fell by 15% whilst the count of new learners declined by 10%.

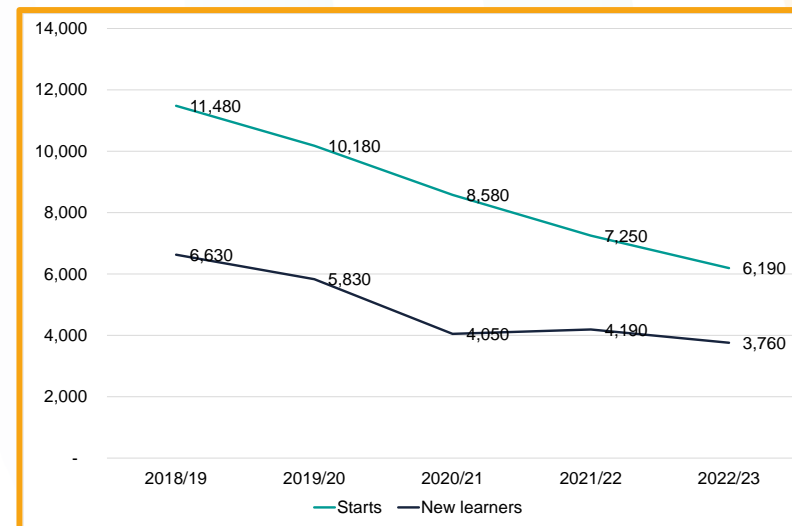
Compared with 18/19 the number of starts was actually 46% lower in 22/23, and the number of new learners was 43% lower.

88% of Community Learning starts in 22/23 were classed as *Personal and Community Development Learning*. *Wider Family Learning* increased its share of starts from 4% to 11%. *Family English Maths and Language* and *Neighbourhood Learning in Deprived Communities* each accounted for very small numbers of starts.

Trend in E&T Starts and New learners by academic year



Trend in Community Learning Starts and New learners by academic year



Profile of Provision in 2022/2023

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Education and Training

Three subject areas within the Education and Training strand dominated in terms of starts in 22/23, accounting for more than three quarters of the total.

39% of starts were in the *Preparation for Life and Work* subject area. Within this 75% of learners undertook aims under the *Foundations for Learning and Life* subcategory, which incorporates the majority of basic skills provision – English, Maths and ESOL. The remaining 25% was for *Preparation for Work*.

29% of learners undertook *Health, Public Services and Care* aims, primarily within the *Health and Social Care* sub-category.

Business Administration and Law accounted for 10% of starts, with *Administration* accounting for 50% of starts within that and *Business Management* at 32%.

The majority (54%) of starts (when Education and Training and FCFJ are included) were for aims at Level 2 in 2022/23, with a further 43% relating to aims at below Level 2. A small minority (3%) of starts related a qualification at Level 3.

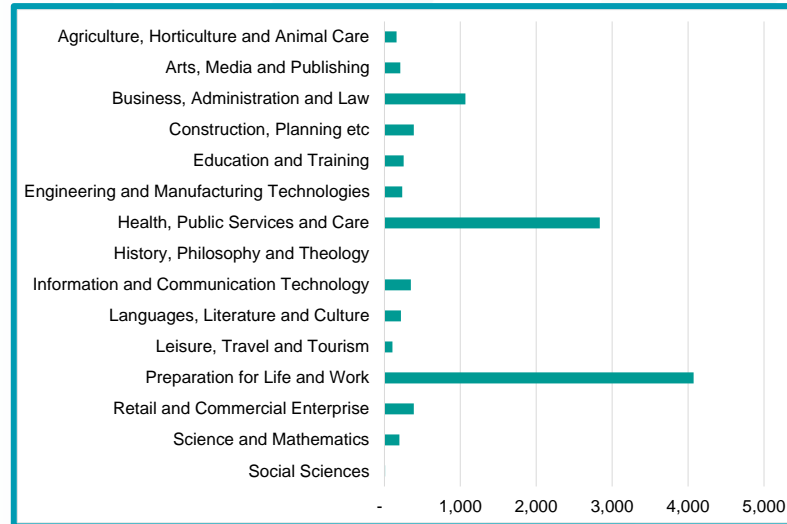
Community Learning

The largest Community Learning provision, with 28% of total starts, was *Arts, Media and Publishing*, consisting almost exclusively of *Crafts, Creative Arts and Design* provision.

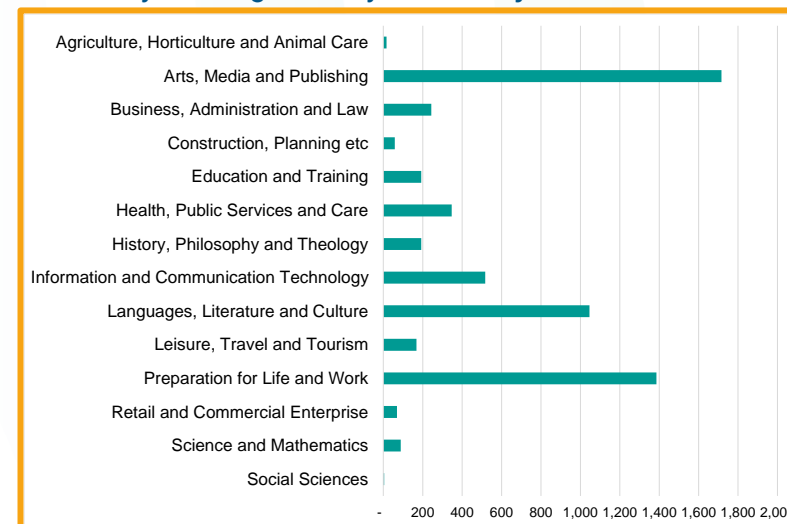
This was followed with 22% of total starts by *Preparation for Life and Work*, then *Languages, Literature and Culture* at 17%.

Information and Communication Technology was ranked fourth with 8% of total starts.

Education and Training Starts by Sector Subject Area



Community Learning Starts by Sector Subject Area



Delivery by District in 2022/2023

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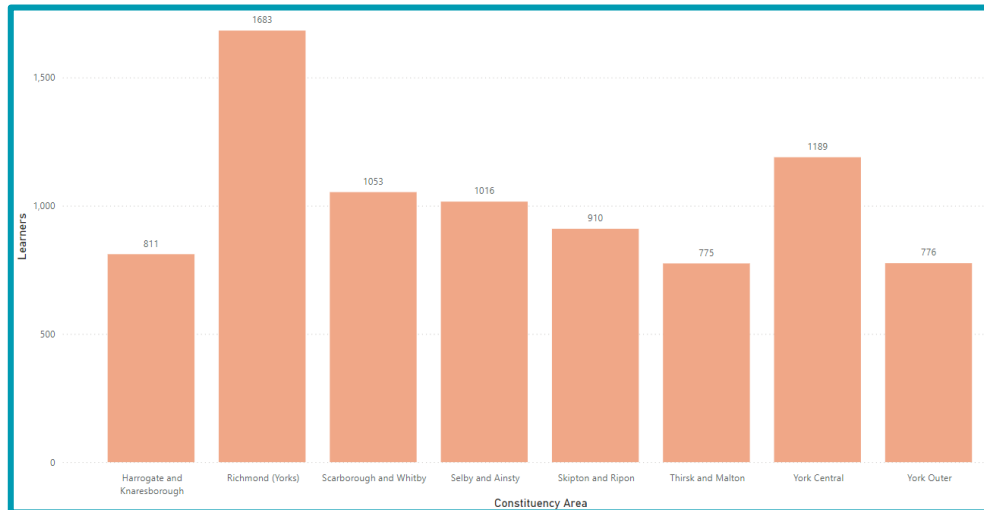
A key consideration in the Combined Authority's approach to the devolution of ASF is the profile of provision at individual constituency level, ensuring an equitable distribution of funding across the area.

The area receiving the largest shares of the £6.2m AEB formula funding for Education and Training provision were York (Central and Outer combined) (22%), Richmond (20%) and Scarborough & Whitby (16%). This profile is also closely reflected in learners, as might be expected, although Scarborough and Whitby has a smaller proportion of learners (13%) than funding (16%) suggesting that the unit value of learning in the area is higher.

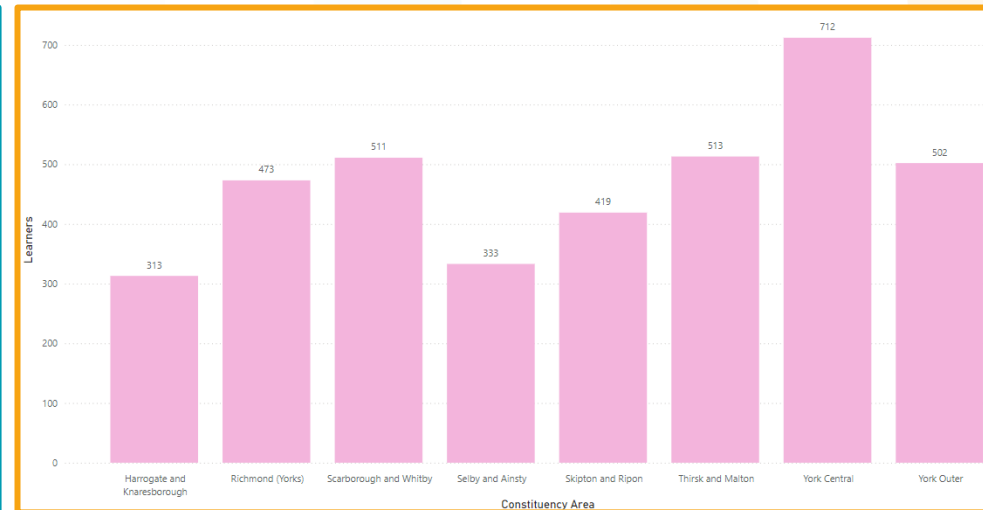
The profile of Community Learning provision differs substantially from Education and Training. York (Central and Outer combined) accounted for 32% of learners within this strand, followed by Thirsk & Malton and Scarborough & Whitby, both at 14%.

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Education and Training



Community Learning



Travel to Learn Flows in 2022/2023

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The vast majority of learners - in terms of starts who remain in the York and North Yorkshire region to learn and do not engage via distance learning - also remain in their constituency area. For Education and Training the proportion is 74%, and for Community Learning it is 83%. This reflects the rurality of the region and access to learning being determined/hampered by travel constraints.

However, as you can see there are some examples of significant travel flows, mostly into York, from other areas, particularly from Selby & Ainsty and Thirsk & Malton. Learners also travel from Thirsk & Malton to Scarborough and Whitby in notable numbers. In fact, the data indicates that the majority of starts for Thirsk & Malton residents have a delivery location outside the area, at 81% for Education and Training, and at 44% for Community Learning.

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Adult Skills - Location of Learning									
Location of Residence	Harrogate & Knaresborough	Richmond (Yorks)	Scarborough & Whitby	Selby & Ainsty	Skipton & Ripon	Thirsk & Malton	York Central and York Outer	Total	% of learners remaining within constituency area
Harrogate & Knaresborough	230	1		1	7		23	262	88%
Richmond (Yorks)	12	535	1	1	4	6	9	568	94%
Scarborough & Whitby	9	12	368			6	16	411	90%
Selby & Ainsty	16	5	3	153	1		122	300	51%
Skipton & Ripon	43	3		1	230	3	8	288	80%
Thirsk & Malton	6	2	44	1	4	40	114	211	19%
York Central and York Outer	3	2	3	6		13	771	798	97%
Total	319	560	419	163	246	68	1063	2838	74%

Community Learning - Location of Learning									
Location of Residence	Harrogate & Knaresborough	Richmond (Yorks)	Scarborough & Whitby	Selby & Ainsty	Skipton & Ripon	Thirsk & Malton	York Central and York Outer	Total	% of learners remaining within constituency area
Harrogate and Knaresborough	103	1	3	1	9	2	4	123	84%
Richmond (Yorks)	1	182	1		4	4	2	194	94%
Scarborough and Whitby		12	301	1	1	11		326	92%
Selby and Ainsty	3			140			60	203	69%
Skipton and Ripon	12	2		1	194	4	3	216	90%
Thirsk and Malton	1	17	28	11	11	158	57	283	56%
York Central and York Outer	2	1				7	1001	1011	99%
Total	122	215	333	154	219	186	525	1754	83%

Learner Demographics in 2022/2023

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It is important to consider the profile of people participating in AEB funded provision and the extent to which key groups are engaged, including those disadvantaged in the labour market.

Gender and age

Female learners account for two-thirds (65%) of Education and Training learners, four-fifths (81%) of FCFJ learners and three quarters (76%) of Community Learning participants.

Younger learners (aged 19-23) were more prevalent in Education and Training (17% of the total for that strand) and less so in Community Learning (5%). Around 30% of male Education and Training learners were aged 19-23 compared with 10% of females. Learners aged between 31 and 49 years were a substantial group, accounting for 46% of Education and Training learners, 40% of Community Learning learners and 62% of FCFJ learners.

Learners aged 65 years and over have a low representation in Education and Training and FCFJ, accounting for 1% of the total in each case but make up nearly one-fifth (19%) of Community Learning learners.

Economic status

Two-thirds (68%) of Education and Training learners and three-quarters (77%) of FCFJ learners were in employment or self-employment, compared with 44% of participants on Community Learning.

Unemployed learners account for one fifth (21%) of Education and Training learners - higher than the proportions for FCFJ and Community Learning of 15% and 18% respectively.

The inactive (people not in paid employment, not looking for work and/or not available for work) account for nearly two-fifths of Community Learning participants, but for much smaller proportions of Education and Training and FCFJ learners (11% and 9% respectively).

Community Learning details of economic status were not collected for 23% of total learners and therefore are excluded from this analysis.

Prior attainment

One of the key labour market issues that AEB seeks to address is the large number of people lacking any qualifications or holding qualifications at a low level only, as there is strong evidence that this acts as a barrier to gaining, sustaining and progressing within employment.

In the case of York and North Yorkshire, however, a minority of learners lack formal qualifications or are qualified below Level 2 with figures of 32%, 16% and 38% for the three strands of Education and Training, FCFJ and Community Learning respectively.

It is notable that a significant proportion of learners have prior attainment at Level 4 or above, equivalent to higher education level. The proportion is 31% for Education and Training and 29% for Community Learning but only 17% for FCFJ.

These proportions exclude those for whom qualification information is not provided; in the case of Community Learning this accounts for three-quarters of all learners.

Learner Demographics in 2022/2023

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Ethnicity

York and North Yorkshire has a relatively small ethnic minority population, accounting for less than 8% of the total adult population aged 19 and above.

In this context AEB-funded provision has a strong representation of learners from ethnic minority groups, demonstrating the effectiveness of community outreach arrangements. Around 25% of Education and Training learners were from an ethnic minority background, when white minorities are included. The equivalent proportions are 20% for Community Learning and 15% for FCFJ.

Disability and health problems

People with disabilities, learning difficulties and health problems are often disadvantaged in the labour market. People facing these challenges are strongly represented among participants in AEB-funded learning.

Close to a fifth (18%) of Education and Training learners put themselves into this broad category, rising to 19% of participants on Community Learning. This broadly reflects the representation of people with health problems and disabilities across the wider adult population, with 20% of people aged 19 and above indicating that they are disabled under the Equality Act.

Current Provider Base

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In total, 175 providers were involved in the delivery of AEB funded provision to York and North Yorkshire learners in 2022/23 i.e. they were recorded as receiving funding during 2022/23 for learners' resident in the York and North Yorkshire area or had starts on Community Learning. Of these:

- 158 providers delivered Education and Training provision.
- 37 delivered Community Learning provision.
- 42 delivered Free Courses for Jobs provision.

Page 56 It should be noted that of these providers, 20 had only 1 start recorded during 2022/23 and 40 had fewer than 5 starts recorded. Only 39 providers (less than a quarter of the total) had 50 or more starts during 2022/23.

Provider Type

In terms of provider type, the largest group was general FE colleges, which accounted for 55% of all providers, followed by independent training providers (21%) and other publicly-funded providers including local authorities with 14%. A small number of special colleges (14) and sixth form colleges (2) also received funding in connection with York and North Yorkshire learners.

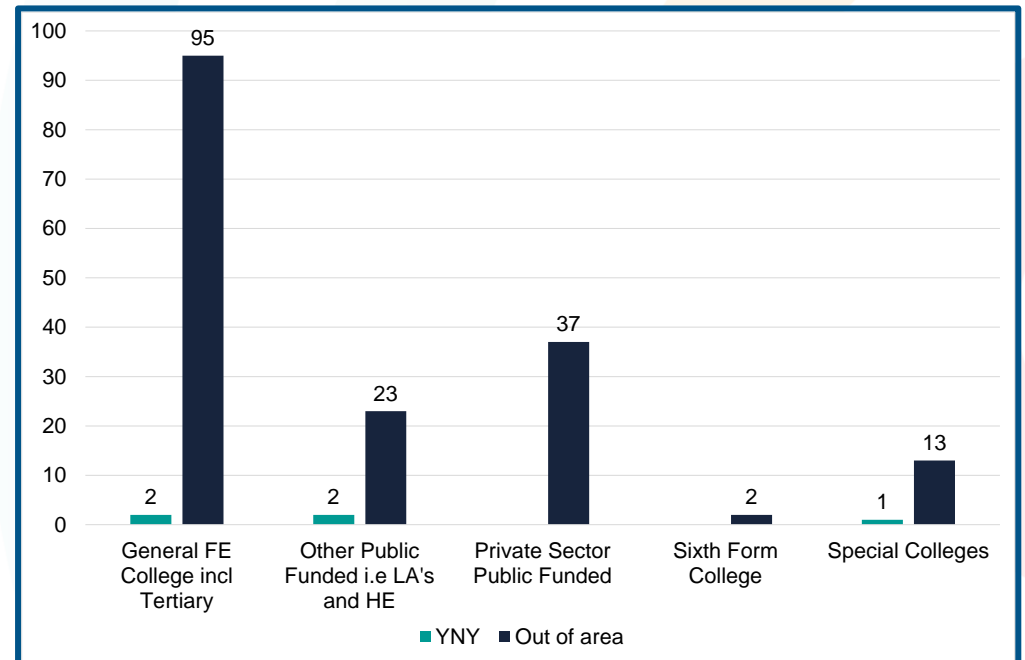
Provider Location

It is notable that only 3% of providers (5 in absolute terms) were recorded as being based in the York and North Yorkshire area itself. Providers of all types were distributed across the country beyond York and North Yorkshire.

A number of out of area providers delivered the bulk of their provision at delivery locations in York and North Yorkshire via sub-contractors.

It should be noted that a number of providers who have a fixed delivery site in North Yorkshire were classified as 'out of area' as they belong to a group whose head office postcode falls outside of York or North Yorkshire.

Number of providers serving AEB funded learners in the 2022/23 academic year



Adult Skills Fund Commissioning

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Adult Skills Fund Commissioning

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Commissioning Approach

The ASF is a key pillar of investment in our local skills system, but it cannot do everything. Our clearly defined priorities, based on robust evidence, will enable us to ensure we can target investment whilst ensuring it aligns with and adds value to wider skills investment including DfE, DWP, National Careers Service, Apprenticeships, 16-19 provision, Technical and Vocational Education and Higher Education. Our commissioning approach must enable funding and programmes to respond flexibly to changing economic needs of our region.

However, as previously outlined, engagement with stakeholders as well as other devolved authorities has highlighted the importance of maintaining stability in the provider base. We must first fully understand the profile and impact of current provision as well as forthcoming DfE changes i.e. Tailored Learning supports wider outcomes such as to improve health and wellbeing, equip parents/carers to support their child's learning, and develop stronger communities.

Commissioning Principles

The commissioning principles for the York and North Yorkshire Adult Skills Fund will:

- Build a high-quality provider base that supports a place-based approach to developing locally responsive provision to reflect the diversity of our rural, urban and coastal communities.
- Focus on positive learner outcomes.

- Support lifelong learning, skills development and social mobility within the region.
- Prioritise accessibility and inclusivity.
- Address rurality, connectivity and transport issues – including flexible modes and locations of delivery.
- Ensure funding is relevant to the local learner and business needs across the region.
- Align with and support other funding and initiatives.
- Be developed through continual engagement with the provider base, partners and employers.
- Ensure accountability and transparency in funding allocations and program delivery.
- Introduce transparent and fair contracting processes, with appropriate lead in time acknowledging that any change takes time to implement effectively.

Adult Skills Fund Commissioning Plan

<p>Method 1</p> <p>Grant Allocations - York and North Yorkshire based providers</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who hold an existing Grant Agreement with the ESFA and meet all the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire’s strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND</p> <ul style="list-style-type: none"> ▪ Have a head office in York or North Yorkshire
<p>Method 2</p> <p>Grant Allocations - Providers based outside of York and North Yorkshire</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who are based outside of the York and North Yorkshire region who hold an existing Grant Agreement with ESFA and meet the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire’s strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND EITHER</p> <ul style="list-style-type: none"> ▪ Are part of a group who have a member that has a fixed delivery site within York and North Yorkshire ▪ Have a fixed delivery site that shares a border with York and North Yorkshire ▪ Have a fixed delivery site that belongs to a Combined Authority that shares a border with the York and North Yorkshire Combined Authority <p>Grant providers who hold an existing Grant Agreement with ESFA but are not based in York or North Yorkshire, and do not satisfy the above listed criteria, will not receive continued Grant funding for their provision to York and North Yorkshire residents.</p> <p>An exception will be made for Specialist Designated Institutions who hold an existing Grant Agreement with ESFA and deliver significant volumes of activity within York and North Yorkshire, whereby the Combined Authority will continue to allocate Grant</p>
<p>Method 3</p> <p>Contract for Services</p>	<p>The remaining Adult Skills Fund will be allocated via competitive tendering processes.</p> <p>There will be a round of procurement that will take place throughout Autumn, which will target the priorities identified in this Strategic Skills Plan.</p> <p>There will be a Test & Learn Pot which will be reserved for the commissioning of specific initiatives.</p>

Adult Skills Fund Commissioning Plan

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Grant Allocations

We will allocate grant to providers by applying the proportion of their 2022/2023 allocation that was spent on York and North Yorkshire learners to their 2025/2026 allocation, plus an additional amount, as we recognise that there has since been an increase to funding rates and an increase in the cost of delivery. The reasoning for using this methodology is that the 2022/2023 allocation spend is the most up to date funding data for York and North Yorkshire that is available.

Grant Agreements will be issued for two years (August 2025 to July 2027) with the option to extend for a further year (to July 2028), subject to provider performance and funding availability.

Providers will be expected to complete an Annual Delivery Plan. This must include anticipated volumes of learners, profile of delivery across each year, and should also identify any subcontracting arrangements. The Combined Authority will develop the template for this Delivery Plan.

ESFA's national policy currently allows a 3% tolerance on underperformance. In the interest of maximising the Adult Skills Fund for York and North Yorkshire, the Combined Authority will not be allowing this 3% tolerance on allocations.

ESFA's national policy currently allows a 10% tolerance on overperformance. The Combined Authority will not be allowing this 10% tolerance on allocations, however annual growth requests will be available subject to provider performance and funding availability.

Contract for Services

Dependant on the provision being commissioned, Contracts for Services may be issued for one year (August 2025 to July 2026), or for two years (August 2025 to July 2027) with the option to extend for a further year (to July 2028), subject to provider performance and funding availability.

Test & Learn Pot

This will ensure the Adult Skills Fund can be:

- responsive to any changes to the local economy and any new and emerging skills or needs that may arise.
- utilised to test new ways of working that could be mainstreamed in future years.

Strategic Approach

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Strategic Approach

Subcontracting

The Combined Authority recognises that subcontracting can play a vital role in the delivery of the ASF, and that it aligns with the Strategic Skills Plan's priorities around building capacity and capability and enabling effective collaboration.

In some cases the use of subcontracting is essential, for example providing access to niche technical provision, or performing a vital community engagement role. Subcontracting enables providers to expand their geographic reach. By partnering with local subcontractors, provision can be delivered across a wider area, ensuring better access for learners in different regions. Subcontractors also often have established networks within their communities. This can enhance learner engagement and improve recruitment.

By strategically subcontracting elements of their ASF provision, providers can harness these benefits to improve the overall quality, accessibility, and efficiency of adult skills delivery in the region.

However, providers should ensure that subcontracted provision meets the Combined Authority's strategic aims and enhances the quality of their learner offer. It must not be used to meet short-term funding objectives.

Providers will be required identify any subcontracting arrangements in Annual Delivery Plans, supported by a rationale. The addition of new subcontracting arrangements in year must be approved by the Combined Authority.

The Combined Authority will closely monitor the quality of subcontracted provision to ensure that it aligns with the strategic priorities set out in this Plan and is delivered in a way that continues to benefit learners.

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Distance Learning

The Combined Authority recognises that distance learning offers several benefits for individuals and communities in York and North Yorkshire, and that it aligns with the Strategic Skills Plan's priorities around access and participation and developing flexible provision. Distance learning can accommodate diverse schedules and personal commitments, making skills attainment more inclusive, and removing barriers to learning, particularly for those individuals facing health issues. It can also significantly enhance the learning opportunities and experiences of those in many of our rural based communities.

Providers will be required to identify where they plan to deliver provision through distance learning in Annual Delivery Plans.

The Combined Authority will closely monitor the quality of distance learning to ensure that it aligns with the strategic priorities set out in this Plan and is delivered in a way that continues to benefit learners.

Strategic Approach

Cross Border Arrangements

The Combined Authority recognises that there may be several reasons why a York or North Yorkshire resident may need to access learning outside of the Combined Authority area, such as:

Residential Location – a learner may live in a location close to the Combined Authority's border, meaning that the nearest provider is in a neighbouring area.

Location of Employer – learners may need to travel to neighbouring cities for work, rather than the city in which they reside, meaning that their most convenient location for learning, particularly if the learning is employer led, may be in the neighbouring area in which they work.

Niche Provision – some niche or specialist provision may only be available through providers based outside of the Combined Authority area.

Accessibility Needs – learners with physical disabilities or SEND learners may have accessibility needs which require travel to learning available in a neighbouring area.

To support these travel to learn patterns the Combined Authority will continue to allocate Grant to providers who are based outside of the York and North Yorkshire region who either:

- Are part of a group who have a member that has a fixed delivery site within York and North Yorkshire.
- Has a fixed delivery site that shares a border with York and North Yorkshire.
- Has a fixed delivery site that belongs to a Combined Authority that shares a border with the York and North Yorkshire Combined Authority.

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This approach should also help to provide some stability within the provider base during the initial implementation of the devolved York and North Yorkshire ASF.

The Combined Authority is only responsible for supporting York and North Yorkshire residents. Any learner travelling into York or North Yorkshire from other regions will require the provider to have an ASF allocation with either the ESFA or devolved Combined Authority, depending on their residential location.

Where required, the Combined Authority will look to establish cross border arrangements with neighbouring devolved areas.

The Combined Authority will closely monitor these cross border arrangements to ensure that they continue to align with the strategic priorities set out in this Plan, that provision continues to be accessible for its residents, and in the interest of maximising the Adult Skills Fund.

Governance

Decision Makers include:

- The York and North Yorkshire Combined Authority members (inclusive of the Mayor)
- The York and North Yorkshire Combined Authority Chief Executive (Delegated Authority from the Combined Authority members)

Technical and subject matter expertise, advice, guidance and recommendations will be provided by the ASF Team, an ASF Operational Programme Board and a Skills & Employability Working Group.

The **ASF Team** will be responsible for:

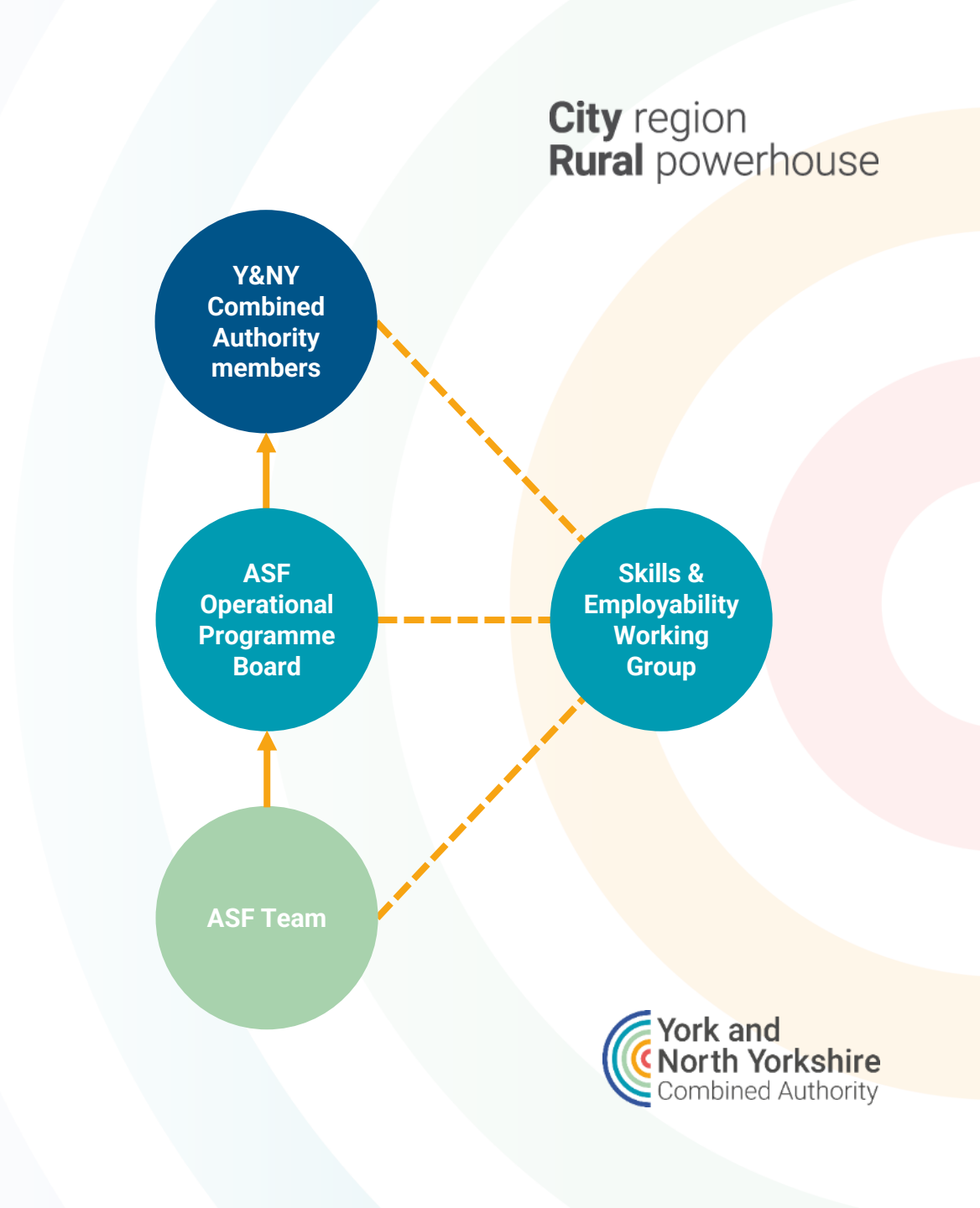
Managing the ASF commissioning, grant allocation and procurement process

Carrying out appraisal work and due diligence and reporting the outcomes to the Combined Authority members

- Developing monitoring reports to make recommendations relating to variations and future ASF investment priorities to the Combined Authority members
- Issuing ASF Grant Agreements and Contracts of Services
- Carrying out ASF provider performance monitoring, evaluation and risk management
- Providing the secretariat function for the ASF Operational Programme Board and Skills & Employability Working Group

The **ASF Operational Programme Board** will be responsible for scrutinising ASF commissioning, grant allocation and the procurement process to provide assurance around value for money, due diligence, transparency and equity.

The **Skills & Employability Working Group** will provide advice, guidance and subject matter expertise in relation to ASF. This is an advisory panel; they do not have decision making powers.



Evaluation

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 York and
North Yorkshire
Combined Authority

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Measures of Success

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Within the Economic Framework measures of success have been identified to enable the Combined Authority to assess the progress being made against its ambitions. A number of provisional indicators have been identified; however, these will need to be explored further to ensure we're measuring the most appropriate outcomes.

Some of the measures identified within the Boosting Business and Thriving Workforce thematic priority of the Framework directly align to the priorities of the ASF Strategic Skills Plan. These are:

- Increases in the level of people undertaking training
- Reduction in skills gaps, underutilisation and labour shortages
- Increases to apprenticeships
- Decrease underrepresentation in the labour market

Measuring the success of the ASF ensures that the fund effectively addresses the skills needs within York and North Yorkshire, justifies the investment, and guides future improvements and policy developments.

It is important to measure the success of the ASF for several reasons:

Assessing Impact - evaluating the success of the fund helps to determine whether it is achieving its intended goals, ensuring that the resources are effectively contributing to its strategic priorities.

Resource Allocation - measurement of success allows for informed decisions on allocations. If certain initiatives are shown to be particularly effective, they can receive further allocations of funding, while less effective ones can be re-evaluated.

Accountability - measuring success ensures accountability. It demonstrates that the funds are being used responsibly and are generating tangible benefits.

Policy Development - it can inform future policy decisions. Information can be used to refine existing programs, develop new initiatives, and set realistic, evidence-based goals for adult skills support.

Economic Growth - demonstrating the success of the ASF highlights its role in economic growth. Skilled workers contribute to increased productivity, innovation, and competitiveness in the economy, making the case for continued or expanded investment in adult skills support.

Social Benefits - beyond economic factors, measuring success can also highlight social benefits such as improved quality of life, enhanced social inclusion and improved health and wellbeing. These outcomes can support arguments for broader social policies and investments in education.

Review and Evaluation

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The ASF Strategic Skills Plan is a building block within the York and North Yorkshire Economic Framework and Skills Strategy and will be subject to ongoing monitoring and evaluation to ensure that the programs and initiatives implemented are achieving the desired outcomes and delivering a positive impact on the region's workforce and economic development.

The ASF Strategic Skills Plan will be revised after 3 years of delivery to enable enough time to review the outcomes and impact.

There will be an annual review of the ASF Strategic Skills Plan, covering the below 3 principles:



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Performance Tracking

An established robust system will be in place for tracking the performance and outcomes of the various training programs, including measures such as learner engagement, employment outcomes, improved essential skills and increased capacity and capability of the local provider base.

Stakeholder Feedback

Regular feedback from stakeholders, including providers, businesses, learners, and community partners, will be gathered to assess the effectiveness of the plan's initiatives and identify areas for improvement.

Continuous Improvement

The plan's implementation will be subject to ongoing review and adjustment, with the flexibility to adapt to changing workforce needs and emerging trends in the region.

Appendix 1: Survey Questions

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Survey Questions

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York and North Yorkshire Adult Education Budget Survey

To maximise the opportunities of the devolution of the Adult Education Budget (AEB), and to ensure a smooth transition to the York and North Yorkshire Combined Authority's delivery of the AEB from August 2025, we are keen to engage and collaborate with stakeholders.

As part of this engagement, we have created a short survey to gather some initial feedback from anyone that may have an interest in the future of the AEB, to help us decide what our short, medium and long term priorities should be to inform our AEB Strategic Skills Plan. The priorities set out in this plan will help to determine how the AEB will be delivered over the upcoming years.

The priorities identified for AEB will need to align and add value to other York and North Yorkshire Combined Authority skills programmes and funding, including Free Courses for Jobs, Bootcamps, UKSPF & Multiply, The Careers and Enterprise Company, Mayoral Investment Fund, as well as wider provision across the skills landscape.

Thank you for taking the time to complete this survey. Additional engagement will be taking place alongside this survey, and over the upcoming months to aid us in our preparations for taking responsibility of the AEB in August 2025.

1. In what capacity are you responding to this survey? Please select one of the below.

- I represent a York or North Yorkshire business
- I represent a learning provider* currently delivering provision through AEB
- I represent a learning provider* not currently delivering provision through AEB
- I am a key stakeholder

*training provider / VCS provider / College / other education provider

2. The AEB includes support for 4 legal entitlements to full funding for eligible adult learners. These entitlements are set out in the [Apprenticeships, Skills and Children Learning Act 2009](#), and enable eligible learners to be fully funded for the following qualifications:

- o English and maths, up to and including level 2, for individuals aged 19 and over, who have not previously attained a GCSE grade 4 (C), or higher, and/or
- o first full qualification at level 2 for individuals aged 19 to 23, and/or
- o first full qualification at level 3 for individuals aged 19 to 23
- o essential digital skills qualifications, up to and including level 1, for individuals aged 19 and over, who have digital skills assessed at below level 1

Are there any other learners that you think should be eligible for full funding through the AEB? Please select your top three choices from the below list. Rank them at the top of the list in order of preference. You do not need to rank the remaining options.

- Individuals with low income
- Long-term unemployed individuals
- Individuals with limited educational attainment
- Individuals in priority sectors
- Learners with specific learning needs
- Individuals facing social exclusion
- Mature learners seeking career advancement

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- Individuals transitioning from other sectors
- Learners from rural or isolated communities
- Learners with caring responsibilities
- English Speakers of Other Languages
- Other (please state)

3. Are there any specific priority groups that the AEB should target in the region? Please select your top three choices from the below list. Rank them at the top of the list in order of preference. You do not need to rank the remaining options.

- Unemployed individuals
- Underemployed individuals
- Disadvantaged communities
- Adult learners seeking career changes
- Older adults
- Immigrants and refugees
- Individuals with disabilities
- Low-skilled workers
- Parents and caregivers
- Minority ethnic groups
- Individuals facing barriers to education
- Other (please state)

4. What are the key considerations/recommendations for measuring and capturing impact?

Please select all that apply.

- Employment outcomes
- Workplace progression
- Skills acquisition
- Progression into further learning
- Improved health and well-being
- Improved essential skills (English, ESOL, maths, digital)
- Increased engagement and/or confidence
- Parents/carers equipped to support children's learning
- Stronger communities
- Equipped for further learning
- Equipped for employment
- Other (please state)

5. As part of the new Adult Skills Fund (ASF), which is due to replace AEB, tailored learning will bring together what was community learning, formula-funded non-regulated learning (previously delivered through adult skills) and any new employer-facing innovative provision that is not qualification based. Do you feel that this change will provide the flexibilities required to develop sufficient innovative provision?

- Yes
- No

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6. If you answered 'No' to the previous question, please explain what additional flexibilities could be beneficial.

- (open text box)

7. A separate innovation fund within AEB could support specific initiatives to help advance adult education in York and North Yorkshire, fostering skills development, economic growth, and community resilience. Do you feel that the AEB should have the provision for a separate innovation fund? If so, what might the innovation fund support? Please select your top 2 choices from the options below.

- **Engagement initiatives** e.g. Allocating funds to support engagement activities to attract more businesses and learners to access skills provision.
- **Careers Education Information Advice and Guidance initiatives** e.g. Funding initiatives that provide careers guidance linked to specific sectors or target groups.
- **Technology integration** e.g. Funding projects that incorporate innovative technology to enhance adult education delivery, such as online learning platforms, virtual reality simulations, or mobile learning apps.
- **Skills development for emerging industries** e.g. Investing in programs that provide training for in-demand skills in local growing sectors like agri-tech and bioeconomy, creative and digital, manufacturing, healthy ageing, rail, transition to carbon negative.
- **Flexible learning options** e.g. Supporting initiatives that offer flexible scheduling, remote learning opportunities, or alternative learning formats such as modular/bite sized learning to accommodate diverse learner needs and lifestyles.
- **Community partnerships** e.g. Establishing collaborations with local businesses, community organisations, or educational institutions to create tailored educational programs that address specific regional needs and promote lifelong learning.
- **Entrepreneurship and business development** e.g. Providing resources and support for aspiring entrepreneurs through workshops, mentorship programs, or access to startup funding to foster economic growth and innovation in the region.
- Other (please state)

8. How would you like York and North Yorkshire Combined Authority to work with you to strengthen collaborations? Please select all that apply.

- Face to face sessions
- Online sessions / webinars
- Email updates
- Other (please state)

9. If you are happy to, please provide your contact details so that we can contact you should we have any further questions regarding your responses. (not mandatory)

- Name (open text box)
- Organisation name (open text box)
- Email address (open text box)

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Appendix 2: Resources

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Resources

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Resources used to inform this plan

- [DfE Local Skills Dashboard](#)
- [English Indices of Deprivation 2019](#)
- [NOMIS](#)
- [Office for National Statistics](#)
- [Unit for Future Skills](#)

Reports used to inform this plan

- [York and North Yorkshire Combined Authority - Analysis of AEB funded provision in YNY July 2024](#)
- [York and North Yorkshire Combined Authority - Analysis of AEB funded provision in YNY June 2020](#)
- [York and North Yorkshire Local Skills Improvement Plan 2023](#)
- [York and North Yorkshire Labour Market Analysis 2023](#)
- [York and North Yorkshire LEP - Transferable Skills April 2022](#)
- [York and North Yorkshire LEP - Progression Routes to Level 2 April 2022](#)
- [York and North Yorkshire LEP - Upskilling and Reskilling across YNY: Stakeholder and Provider perspectives March 2021](#)
- [York and North Yorkshire LEP - YNY Sector Study March 2022](#)
- [York and North Yorkshire LEP - High Performance Working Practices Research April 2022](#)
- [York and North Yorkshire LEP – YNY AEB Community Learning Provision February 2021](#)
- [York and North Yorkshire LEP - Digital Skills in York & North Yorkshire: An Assessment of Supply and Demand April 2021](#)
- [The Health Foundation: What We Know About the UK's Working Age Health Challenge November 2023](#)

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For more information,
please get in touch
with us via email:

enquiries@yorknorthyorks-ca.gov.uk

COMBINED AUTHORITY EXECUTIVE MEETING

6 SEPTEMBER 2024

BROWNFIELD HOUSING FUND – ROUND 2

Report of the Head of Delivery

1.0 Purpose of the Report

- 1.1 This report sets out details for the outcome of the second call for project applications to the York and North Yorkshire Brownfield Housing Fund Programme. The second call for projects was approved in February 2024, to utilise the remaining balance of approx. £3m from the York and North Yorkshire Brownfield Housing Fund (BHF) after the first round of approvals in December 2023.
- 1.2 Recommendations are made in this report for the approval of grant contributions towards new projects that will help to remove the barriers to the building of new homes, including affordable homes, across York and North Yorkshire.
- 1.3 An allocation from the Mayoral Investment Fund is requested towards the York and North Yorkshire Brownfield Housing Fund (BHF) to maximise delivery of brownfield housing sites, and new homes, including affordable homes. It will also enable programme over-commitment to ensure full utilisation of the existing funding from former Department of Levelling Up Housing and Communities, which has since been re-named Ministry of Housing, Communities and Local Government (MHCLG).

2.0 Recommendations

It is recommended that :

- 2.1 A maximum additional allocation is made of £3.36 million from the Mayoral Investment Fund in addition to the previous approval of £1.298 million (i.e. total £4.634 million) towards the YNY BHF to enable the remaining three of the six Round two applications to be supported;
- 2.2 Approval be given for three projects to be supported through the YNY BHF Programme :
 - Lowfield Lane Phase two, York
 - Ordnance Lane, York
 - Neville House, Gargrave
- 2.3 To actively seek additional opportunities for external funding to support Brownfield Housing Investment in York and North Yorkshire.

3.0 BACKGROUND

- 3.1 Within the York and North Yorkshire Devolution Deal, published in August 2022, it was agreed: “As a mayoral combined authority, the York and North Yorkshire Combined Authority will be awarded £12.7 million of devolved capital funding across 2023/24 and 2024/25 to support the building of new homes on brownfield land, subject to sufficient eligible projects for funding being identified.”
- 3.2 Allocation of the funding through Government was confirmed as a condition of the York and North Yorkshire Mayoral Combined Authority (YNYCA) being established.
- 3.3 An original call for projects was launched under the York and North Yorkshire Brownfield Housing Fund in January 2023, which, after due process, led to project funding allocations being approved at the Joint Devolution Committee on 15 December 2023. The initial approvals of project allocations and agreed programme management costs was a total of £9,681,071, of the total £12.7 million available. The existing project approvals will deliver :
- 700 new homes;
 - Of which 252 will be affordable;
 - The total investment will be £179,123,519;
 - At an average cost per home of £13,110.
- 3.4 Previous approvals left a balance of approx. £3million unallocated from the programme, therefore it was agreed that a second call for projects would be issued in order to maximise the available funding from Government.
- 3.5 The process for a second call for projects would directly target projects led by City of York Council, North Yorkshire Council and the Registered Housing Providers (RHPs) in York and North Yorkshire. Applications had to be submitted by 30 April 2024. The prospectus for the additional project call was consistent with that for the Round one process, except for :
- a change in eligible applicants (i.e. restricted to LAs and RHPs);
 - requiring a Full Business Case (FBCs) only (rather than the previous two stage process); and
 - with a revised Round 2 timeline.
- 3.6 Six new project applications were received by the closing date of 30 April 2024.

4.0 ROUND 2 PROJECTS

- 4.1 The six project applications are summarised below with more details shown in the table at Appendix A :

Scheme name	Applicant	BHF funding approved (22 July 2024)	Match funding
Blind Lane, Aiskew	Broadacres Housing Association	£1,232,000	£20,201,944
Linton on Ouse, York	Broadacres Housing Association	£266,000	£4,730,722
Cocoa Gardens Phases 3 - 5, York	Latimer Developments	£2,800,000	£63,418,234
Scheme name	Applicant	BHF funding requested	Match funding
Neville House, Gargrave	North Yorkshire County Council	£224,000	£2,831,533
Lowfield Phase 2, York	City of York Council	£1,092,000	£21,149,729
Ordnance Lane, York	City of York Council	£2,020,000	£45,219,152
TOTALS (6 projects)		£7,634,000	£157,551,314

4.2 The report to the Executive meeting on 22 July 2024 (Minute CA24-29 refers) approved grant funding for the three projects that were at a more advanced stage of readiness and were therefore prioritised for detailed appraisal. Work is now being progressed to undertake due diligence prior to grant funding agreements for the following projects which are due for completion by March 2026 :

- Blind Lane, Aiskew
- Linton-on-Ouse
- Cocoa Gardens (Phases 3 – 5) York

4.3 The remaining three projects have now been taken through the appraisal process to inform recommendations as set out in this report.

5.0 PROJECT APPRAISAL PROCESS

5.1 External technical support was engaged to undertake the whole of the Round two review of projects including the initial gateway assessment of applications and the detailed project appraisal. The gateway assessment was undertaken to ensure the completeness of FBC submissions, and completeness of all relevant supporting documentation. This also gave the opportunity to seek any clarifications on initial queries.

5.2 The gateway assessment of projects identified two tranches of three projects (of the total six), the first tranche being more advanced, and able to progress into the detailed appraisal process without delay, which informed the recommendations and approvals at the Combined Authority Executive Committee meetings on 22 July 2024. It was agreed that the remaining three projects would be reported to this meeting.

5.3 A detailed report with technical appraisal findings and recommendations has been completed for each project. Based on these findings, it is recommended that allocations of Brownfield Housing Fund be made as set out in the remainder of the report.

5.4 **Lowfield Lane Phase 2, York**

- The project is recommended for approval without conditions – remaining matters can be addressed as conditions precedent in the Grant Funding Agreement
- The project will provide 64 units (100% affordable), 14 of which will be specialist facilities.
- Planning permission is required for change of use of the site (former school) although pre-planning advice is “supportive of the development”.
- The scheme presents good value for money, the intervention rate is higher than Government target, but explained by the challenges of the site and the specialist nature of some of the units.
- Although cost information requires further development and the applicant has provided additional acceptable detail to the appraiser to support current estimates.
- Other funding approval is subject to CYC Council decision in September.
- Detailed Subsidy Control assessment will be required.

5.5 **Ordnance Lane, York**

- The project is recommended for approval without conditions – remaining matters can be addressed as conditions precedent in the Grant Funding Agreement.
- The project will provide 101 units (100% affordable) to high quality Passivhaus standards.
- Planning approval is in place, and there has been widespread community engagement and consultation for the scheme.
- The scheme presents acceptable value for money, although the intervention rate is higher than Government target, but explained by the challenges of the site and the high-quality sustainability designs.
- Cost information is well developed with pre-tender estimate available.
- Other funding approval is subject to CYC Council decision in September.
- Detailed Subsidy Control assessment will be required.

5.6 **Neville House, Gargrave**

- The project is recommended for approval without conditions - remaining matters can be addressed as conditions precedent in the Grant Funding Agreement.
- The project will provide 16 units (9 affordable and 7 supported living) by demolition of existing un-used property to enable new build.
- Planning permission is required – pre-planning advice has been obtained; however, this may not be determined until summer 2025.
- The scheme present good value for money and meets the Government target of £14,000 per unit.
- Cost information requires further development.
- Other funding approval is required from Homes England and NY Council, however, minimal risk for both sources.
- Detailed Subsidy Control assessment will be required.

5.7 The Round 2 (Phase 2) recommendations will require a further £3.36 million to meet the full recommended contributions. The current commitments from the Mayoral Investment Fund are summarised at Section 7.2 to provide context. The three projects will deliver significant outputs :

	Brownfield land developed (ha)	Homes started by December 2025	Total homes unlocked	Of which affordable homes
Phase 2	2.48	59	181	181
Phase 1	6	277	311	181
TOTALS	8.48	336	492	362

5.8 The recommendation to approve in principle these 3 projects is based on the need for further development of the projects to address potential delivery risks. However, the intention is to proceed with Grant Funding Agreements that will need to include a range of “Conditions Precedent” that must be fulfilled before grant funding can be claimed. This approach will give the applicants certainty that the financial contribution from the YNYCA Brownfield Housing Fund is secure and help to reduce overall financial project risk as the developments proceed.

5.9 Subject to the additional contribution to the programme being approved from the Mayoral Investment Fund, the time constraints towards the end of the programme can be managed more effectively, due to the flexibilities of the local funding. Local funding would be utilised after the MHCLG funding has been fully spent, and therefore may run across 2025/2026 and 2026/2027 financial years. The existing MHCLG funds would be programmed to support projects in the first instance, and this approach reflect good programme management by enabling “over-commitment” to the planned MHCLG programme.

5.10 The approval of these three projects will result in an overall programme value of a maximum £17.36 million, which will include £4.635 million from the Mayoral Investment Fund.

6.0 PROGRAMME MONITORING, EVALUATION AND FUTURE DEVELOPMENT

6.1 As one of the first funds for the York and North Yorkshire Combined Authority, it was previously agreed to ensure that formal programme Monitoring and Evaluation arrangements would be put in place. This will also help to develop a longer-term pipeline and inform future programme design. This work has now been commissioned, and monitoring and evaluation requirements will also align with the Combined Authority Assurance Framework.

- 6.2 The overall outputs that will be delivered by the programme, including the Round 1 projects and Round 2 applications are :

	New Homes	Of which "Affordable"	Total Investment £million
Round 1	700	252	179
Round 2 (Ph 1)	311	181	92.7
Round 2 (Ph 2)	181	181	72.5
Totals	1192	614	344.2

The total programme value of £344.2 million represents investment leverage of almost 20 times the value of the public sector funding from the Brownfield Housing Fund (£12.7 million) and Mayoral Investment Funding (£4.634 million).

- 6.3 It is proposed that further development work will be carried out for an onward programme of potential Brownfield Housing projects across York and North Yorkshire. Further reports will be submitted as the strategic approach to Brownfield Housing development for York and North Yorkshire is progressed.
- 6.4 It is also proposed that efforts will be made to maximise opportunities for further Brownfield Housing Funding to contribute to the existing programme. It is expected that this will continue to be a priority for the current Government, and therefore active dialogue will be maintained with MHCLG as forward policy and funding mechanisms become clearer.

7.0 FINANCIAL IMPLICATIONS

- 7.1 The total approved budget of funding from DLUHC for the BHF is £12,694,644. A further £1.3 million was approved from the Mayoral Investment Fund for the 3 Round 2 – Phase 1 projects, and the recommendations in this report propose additional schemes totalling a maximum of £3.36 million ie total of £4.634 million from the Mayoral Investment Fund.
- 7.2 As referenced at 6.4, active discussions will also be held with MHCLG to seek additional funding for the approved developments wherever possible to enable the level of commitment from the Mayor Investment Fund to be reduced if possible.
- 7.3 The CA is required to agree a balanced budget annually and to monitor that budget throughout the year. In addition, there is a fiduciary duty not to waste public resources, to secure value for money and ensure that good financial governance arrangements are in place.
- 7.4 The table below outlines the position on the Mayoral Investment Fund should the recommendations in this report (and other reports elsewhere on this agenda) be approved.

York and North Yorkshire Mayoral Investment Fund	£m
Total Amount Available (2023/24 to 2027/28)	81
Current Commitments	51.3
Balance	29.7
Additional contribution to Brownfield Housing Fund : Round 2 Phase 2	3.36
Additional Allocations Requested in Other Papers to this Executive Meeting	4.00
Unallocated Balance of Mayoral Investment Fund to 2027/28	22.34

- 7.5 Management and administration costs were approved with the Round 1 projects, at a total of £504,071 (approx. 4% of the total DLUHC BHF budget). No additional fee cost is required to deliver the additional Round 2 projects. The fee costs will cover :
- Legal and Assurance – There will be some significant resource implication in preparation, negotiation, and execution of funding agreements.
 - Contracting and Programme Management – Managing all the grants and ensuring delivery.
 - Pipeline development – continuing to develop a future pipeline of projects.

Any unused budget from the 4% fee will be available to allocate to the projects and offset the call on Mayoral Investment Fund.

8.0 Legal Implications

- 8.1 A formal funding agreement will be put in place for each project. The funding agreements will be developed to address any potential legal issues arising. All shortlisted projects will be required to submit a UK Subsidy Control Assessment before receiving funding to ensure compliance.

9.0 Equalities Implications

- 9.1 No equalities implications are anticipated.

10.0 Environmental Implications

- 10.1 There are not any environmental implications at this stage, but there may be an impact once projects have been approved and begin delivery. It is anticipated that some carbon emissions may occur through the building of the homes, but the prospectus has outlined that low carbon and sustainable homes will be prioritised.

11.0 Risks and Mitigations

- 11.1 The three projects recommended for approval in this report are recommended for approval without conditions although for all projects further development of details is required ahead of delivery. This should not affect the achievement of the required outputs within the timescales required by the programme.

- 11.2 The key programme risks and mitigations are:

The risk that cost increases and delays/reductions in funding limit the scope of the programme – mitigated by ongoing cost profiling to maintain appropriate contingencies and allowances, and ongoing engagement with DLUHC and local authority partners on the release of programme and project funding.

The risk of programme delays due to capacity constraints and limited project development activity - mitigated by the release of development 188 funding to support the design and development of the overall programme and support partners project development.

The risk of reduced programme outputs due to lack of demand and limited take up of services and opportunities – mitigated by robust project design, effective communications, and ongoing stakeholder engagement activities.

- 11.3 The risk profile will evolve as the programme moves into delivery and individual risk registers will be maintained for all projects as they progress through the assurance process to ensure that service delivery and operational risks can be managed and mitigated.
- 11.4 All projects will complete a Data Protection Impact Assessment (DPIA) to identify risks arising out of the processing of personal data and to minimise these risks as far as possible.
- 11.5 The proposed over-commitment will reduce risks for overall delivery of the programme and ensure that MHCLG funds are fully utilised. The delivery timescales for the Round 2 projects were a critical part of the criteria for the call for applications, and capacity for delivery has formed part of the appraisal process.
- 11.6 Detailed risk registers are available for each project.

12.0 Recommendations

It is recommended that :

12.1 A maximum additional allocation is made of £3.36 million from the Mayoral Investment Fund in addition to the previous approval of £1.298 million (i.e. total £4.634 million) towards the YNY BHF to enable the remaining three of the six Round two applications to be supported;

12.2 Approval be given for three projects to be supported through the YNY BHF Programme :

- Lowfield Lane Phase two, York
- Ordnance Lane, York
- Neville House, Gargrave

12.3 To actively seek additional opportunities for external funding to support Brownfield Housing Investment in York and North Yorkshire.

13 Contact Details

For further information please contact the authors of this Report.

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Report approved:	James Farrar, Chief Executive
Date:	28 August 2024

Background papers

None

Appendices

Appendix A – Summary of (6 No) Round 2 Applications

York and North Yorkshire – Brownfield Housing Fund Round 2

Summary of Applications

Scheme name	Applicant	BHF funding request	Match funding	Total cost	Site work starts	Start on homes	Completion of homes	Outputs					
								Brownfield land developed (ha)	Homes started by December 2025	Total homes unlocked	Affordable homes	Proportion affordable	Unit cost per home
Blind Lane, Aiskew	Broadacres Housing Association	£1,232,000	£20,201,944	£21,433,944	Nov-23	Mar-24	Aug-26	2.7	88	88	88	100%	£14,000
Linton on Ouse, York	Broadacres Housing Association	£266,000	£4,730,722	£4,996,722	Aug-24	Aug-24	Aug-26	0.9	19	19	19	100%	£14,000
Cocoa Gardens Phases 3 - 5, York	Latimer Developments	£2,800,000	£63,418,234	£66,218,234	Nov-24	Nov-24	Apr-27	2.4	170	204	74	36%	£13,725
Sub-Total Round 2 - Phase 1		£4,298,000	£88,350,900	£92,648,900				6	277	311	181		
Neville House, Gargrave	North Yorkshire County Council	£224,000	£2,831,533	£3,055,533	Sep-25	Nov-25	Dec-26	0.4	16	16	16	100%	£14,000
Lowfield Phase 2, York	City of York Council	£1,092,000	£21,149,729	£22,241,729	May-25	Oct-25	Jun-27	0.7	14	64	64	100%	£17,063
Ordnance Lane, York	City of York Council	£2,020,000	£45,219,152	£47,239,152	Aug-25	Sep-25	Jun-27	1.38	29	101	101	100%	£20,000
Sub-Total Round 2 - Phase 2		£3,336,000	£69,200,414	£72,536,414				2.48	59	181	181		
PROGRAMME TOTALS		£7,262,000	£157,923,314	£165,185,314				8.48	336	492	362		

COMBINED AUTHORITY MEETING

6 September 2024

COMBINED AUTHORITY GOVERNANCE

Report of the Interim Deputy Monitoring Officer

1.0 Purpose of the Report

- 1.1 To consider an update relating to governance arrangements of the York and North Yorkshire Combined Authority.

2.0 Recommendations

- 2.1 That the Combined Authority agrees the allocation of portfolios as set out at Appendix A for the municipal year 2024/25.
- 2.2 That the Combined Authority approves the amendment to the title of the Business Committee to Business Board and the updated Terms of Reference for the Board, as can be found at Appendix B.
- 2.3 The Combined Authority authorises the Interim Monitoring Officer, to make the necessary amendments to the Combined Authority Constitution.

3.0 Background

- 3.1 The Combined Authority Constitution allows for Members of the Combined Authority to be allocated a portfolio of responsibilities by the Mayor. This ordinarily happens at the annual meeting of the Combined Authority, however, due to time constraints, this was not possible for this municipal year.
- 3.2 Members will recall that the Mayor has appointed Councillor Kilbane as Deputy Mayor. The Mayor now wishes to appoint portfolio holders for transport (Councillor Kilbane) and housing Councillor Les) for 2024/25, to take place with immediate effect. Should Members agree the allocation of portfolios, this will require an update to the constitution. The constitution also provides that the Combined Authority website will also need updating to include information around the portfolio holders and their remit.
- 3.3 This report also provides an update on the governance arrangements around what is currently known as the Business Committee. Members will recall that previously a Business Board was in place prior to the inception of the Combined Authority, which was led by what was the Local Enterprise Partnership. It has been proposed that a Business Committee be established for the Combined

Authority and the Mayor has embarked on a recruitment campaign for Business Board Members.

- 3.4 This report seeks the formal adoption of the terms of reference and governance arrangements around these Meetings, including a change of the name of the group to Business Board, rather than Business Committee, as was originally agreed. If Members do resolve to adopt the amendments, this will also require an amendment to the constitution.

4.0 Financial Implications

- 4.1 This report sets out an update to the existing governance arrangements in relation to portfolio holders for the Combined Authority and amendments in relation to the Business Board/Committee. There are no additional financial implications arising from the proposed amendments.

5.0 Legal Implications

- 5.1 The legal implications of any amendments to the Constitution or other related governance arrangements are contained within the body of this report.

6.0 Equalities Implications

- 6.1 Any Constitution specific equalities implications are contained within the document.

7.0 Environmental Implications

- 7.1 The environmental including climate change implications of creating the Combined Authority and obtaining additional funding and powers under the Devolution Deal have been considered in previous reports to the constituent authorities. This report looks purely at the governance arrangements for the Combined Authority.

8.0 Combined Authority Areas Impacted (Council Areas/Wards/Divisions)

- 8.1 York and North Yorkshire Council areas.

9.0 Recommendations

- 9.1 That the Combined Authority agrees the allocation of portfolios as set out at Appendix A for the municipal year 2024/25.
- 9.2 That the Combined Authority approves the amendment to the title of the Business Committee to Business Board and the updated Terms of Reference for the Board, as can be found at Appendix B.
- 9.3 The Combined Authority authorises the Interim Monitoring Officer, to make the necessary amendments to the Combined Authority Constitution.

10.0 Reasons For Recommendations

10.1 To ensure that the York and North Yorkshire Combined authority has a governance framework to facilitate continuance of its operation in accordance with any legal requirements.

11.0 Contact Details

For further information please contact the authors of this Report.

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Date:	14/08/2024
Approved by:	James Farrar, Chief Executive
Date:	28/08/2024

Background papers – [YNYCA-Constitution-August-2024.pdf \(yorknorthyorks-ca.gov.uk\)](#)

Appendices

Appendix A – Portfolio Holder allocation

Appendix B - Terms of Reference for Business Board

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Appendix A - Portfolio Holder allocations

Portfolio Area	Key Responsibilities	Lead Member
Deputy Mayor Transport	<p>The Deputy Mayor carries a statutory responsibility and acts on behalf of the Mayor as designated or, in their absence.</p> <ul style="list-style-type: none"> • Development of Local Transport Plan (for approval by Combined Authority). • Sustainable transport Bus Strategy. • Monitoring and delivery of and budget for major transport and connectivity programmes. • Development of Transport Levy for recommendation to the Combined Authority. • Road network and infrastructure. • Key transport partnerships including private sector transport providers. 	Councillor Pete Kilbane
Housing	<ul style="list-style-type: none"> • Development of the Housing Strategy. • Overseeing the delivery of major housing schemes – including the Brownfield Housing Fund. • Monitoring and reporting to the Combined Authority on the affordable housing programmes, including delivery of the Brownfield Housing Fund for the Combined Authority area. • Building strategic relationships with relevant Government Departments, housing providers, developers and builders. 	Councillor Carl Les

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B. BUSINESS BOARD

The Business Board of the Y&NYCA is a voluntary partnership between local authorities and businesses instigated by Government to help determine local economic priorities and lead economic growth and job creation within York and North Yorkshire.

1. Purpose.

The purpose of the Business Board is

- 1.1 to advise on strategy and policy that will unlock the region's economic potential and stimulate growth and prosperity.
- 1.2 to assist the Y&NYCA in bidding for public funding made available by government in support of economic growth.
- 1.3 to ensure policy and decisions of the Y&NYCA receive the input and views of key business leaders and take account of the views of the wider business community.
- 1.4 to engage with local, national and international businesses to understand the needs of different sectors and markets.
- 1.5 to engage business, opinion former and policy makers at a national and international level in promoting economic growth in the region.

In pursuit of this role the Business Board will:

- 1.6 capture and communicate requirements for changes to, and development of, economic policy.
- 1.7 work collaboratively with all partners, including local authorities and other public and third sector bodies to address barriers to growth and to drive efficiency.
- 1.8 bring together intelligence and expertise to identify priorities and develop solutions to maximise private sector investment in the region and secure sustainable growth.
- 1.9 work to create an environment for business growth ensuring appropriate mechanisms exist through which, as a co-ordinated voice the private sector can inform and influence the shape and future direction of local and national government policy.

- 1.10 advocate on behalf of the business sector at regional, national and international levels.

To ensure the Business Board is effective in this role it has the authority to:

- 1.11 engage in dialogue with Government and advise the Mayor on responses to policy, proposals and opportunities to bid for funding in support of economic growth.
- 1.12 engage with investors, businesses and advisors to investigate growth opportunities.
- 1.13 to advise and consult on regional economic policy, programmes and interventions designed to maximise growth in the region.
- 1.14 to provide advice to the Mayor and the Y&NYCA on leadership in key themes and priorities to promote growth including policy development.
- 1.15 to review policy performance and assist the Mayor in ensuring that the work of the Y&NYCA is providing maximum support to businesses.

2. Legal Status

- 2.1 The Business Board is an advisory committee of the Y&NYCA. It does not have the authority to take any decisions on behalf of the Y&NYCA and does not have legal status to enter into contracts.

3. Role of Members/Accountability

- 3.1 It is the duty of the Business Board Members to act in the best interests of the region and in accordance with the policy of the Y&NYCA.
- 3.2 All private sector members of the Business Board act in their individual capacity and not as representatives of their respective organisations or employers.
- 3.3 All Business Board members are expected to discharge their duties in line with the Nolan Principles for Standards of Public Life. All members must sign and comply with the Y&NYCA Members' Code of Conduct.

4. Membership

- 4.1 The Business Board will comprise of five public sector members and ten private sector members. Private Sector Members will form the majority of the Board. In addition, the Chair can co-opt up to five additional private

sector members with specialist knowledge for specific purposes. Co-opted members will not be counted in the private sector majority.

- 4.2 The Mayor will appoint a Chair from the private sector members who will provide strategic leadership on business growth for the region. The Chair will assist the Mayor in building the reputation and influence of the region at national and international levels.
- 4.3 The Chair will be a non-voting Member of the Y&NYCA. The Vice Chair will be appointed to act as substitute who will act in the absence of the Chair.
- 4.4 The Mayor will appoint one Vice Chair from the private sector who will provide day to day support to the Chair and Business Board Members. The Vice Chair will assist the Mayor and the Chair on leading on business relations within the region, including engaging with the SME business community and will deputise for the Chair.
- 4.5 Private Sector representation on the Business Board will be made up of business leaders who are either currently or recently in leading positions within business or who have specific sectoral or other experience relevant to the work of the Y&NYCA.
- 4.6 All private sector members of the Business Board act in their individual capacity and substitute Members will not be allowed to attend meetings should any Board Member be unavailable.
- 4.7 Private Sector Board Members will be appointed based on their experience, leadership skills and commitment to the achievement of the aims and objectives of the Y&NYCA.
- 4.8 Public sector Board Members will consist of the Mayor and two Members appointed from each constituent authority with responsibility for key areas such as business, transport, economy or skills.
- 4.9 All members of the Business Board will be required to complete a Register of Interests and complete all relevant documentation in respect of registering gifts and hospitality as required by the Y&NYCA's Code of Conduct.
- 4.10 Diversity**
- 4.11 The Y&NYCA is committed to diversity will have regard to ensuring the Business Board has diverse representation, which is reflective of the local business community, including gender, ethnicity, geographical spread, business size, protected characteristics and sector experience.

The Y&NYCA's commitment to diversity is articulated through its Diversity Policy.

5. Co-opting

- 5.1 Where specific skills or abilities are required which are not available among existing members or which the Business Board requires to be supplemented co-optees may be appointed to the Business Board. Co-opted members will not have voting rights and will not count towards the quorum of the private sector majority.

6. Recruitment, Appointment & Termination of Private Sector Membership

Recruitment.

- 6.1 Recruitment will be undertaken in line with the Y&NYCA Diversity Policy and made through an open, transparent, competitive and non-discriminatory process.
- 6.2 An Appointments Committee will be convened by the Y&NYCA, and a formal interview panel formed, comprising one Member from each Constituent Authority and the Mayor.
- 6.3 Interview panels will be advised by the Head of Paid Service.
- 6.4 Remuneration will be as set out in the Members' Allowances Scheme. Any remuneration will be subject to an Independent Remuneration Panel process in accordance with relevant legislation.

Appointment

- 6.5 On appointment, Business Board Members are required to sign a declaration affirming their understanding and commitment to the Y&NYCA's Members' Code of Conduct.

Termination

- 6.6 Where a Business Board Member is no longer able to meet the conditions of Business Board membership as defined by these terms of reference and any associated guidance issued by Government, the Mayor of the Y&NYCA following consultation with the Chair and the Head of Paid Service, may terminate a member's appointment to the Business

Board before the expiry of their period of appointment, with immediate effect.

- 6.7 Business Board Members who miss three or more of the scheduled Board meetings in a 12-month period will be reviewed by the Chair and their membership may be terminated by the Mayor in consultation with the Chair.
- 6.8 Failure to declare interests at meetings and to complete a register of interests will also be grounds for an appointment to the Business Board to be terminated.
- 6.9 A Business Board Member may resign at any time by giving notice to the Mayor in writing, having immediate effect.

7. Term of Appointment

- 7.1 The term of office for a Private Sector Business Member will be 3 years. This may be extended by the Mayor by up to a further term of three years. In exceptional circumstances, with a clear rationale, Members may be appointed by the Mayor for a further term not exceeding three years.
- 7.2 The Chair, once appointed, will remain in role for a term of three years or until they choose to step down from the position within that term or if removed from the position of Chair by a majority of the Business Board with the consent of the Mayor. In exceptional circumstances, an extension of a further term may be agreed by the Mayor.

8. Public Sector Appointments

- 8.1 The term of office for any Constituent Authority representative appointed by a Constituent Authority (or their substitute) is at the discretion of their nominating authority; Constituent Authorities may terminate their appointment or appoint a representative at any time, by notification in writing to the Y&NYCA's Monitoring Officer.

9. Performance

- 9.1 Private Sector Business Board Members are expected to attend all Business Board meetings and any relevant meetings including any working groups to which they are appointed.
- 9.2 All Business Board members will also be governed by the Constitution and Codes of Conduct of the Y&NYCA and associated legal and government policy requirements.

10. Frequency of Meetings

10.1 The Business Board will meet quarterly.

11. Quorum

11.1 Meetings of the Business Board will be quorate when at least one quarter of the Private Sector Members and at least one quarter of the constituent Public Sector members are present.

11.2 A Member who is obliged to withdraw under the Code of Conduct for Members shall not be counted towards the quorum.

11.3 The Business Board is not a formal Committee as defined under the Local Government Act 1972, therefore, for the purposes of determining whether a quorum is present, a Business Board Member may be counted in the quorum if they are able to participate in the proceedings of the meeting by remote means e.g. telephone or video line (or equivalent) and remain so available throughout the discussion and decision for each item for which they are counted as part of the quorum.

12. Voting

12.1 The Business Board shall operate on a consensus model, wherever possible. Where a consensus is not achieved, a matter shall be carried by a majority of votes of the members of the Business Board present and voting.

13. Conflicts of Interests

Register of Interests

13.1 It is the responsibility of Board Members to ensure an up-to-date Register of Interests is maintained. A member must, within 28 days of becoming aware of any change in their interests, provide written notification of this. These will be published on the website and is a condition of appointment.

Declaration of Interests at a meeting

13.2 It is a responsibility of Board members to declare any personal, prejudicial or pecuniary interest on any item of business being conducted at a Board or other Y&NYCA meeting. Where a "pecuniary interest" is declared, Members will leave the meeting, where a "non-pecuniary"

interest is declared, Members may remain at the meeting but not participate in business.

14. Urgency Procedure

14.1 In order to ensure that the Y&NYCA can progress its business in an efficient manner, comments on urgent matters may be sought by the Head of Paid Service or other Statutory Officer outside the meeting cycle.

14.2 Members will receive email notification which identifies:

- Details of the matter requiring comment and/or advice and the reason for urgency (including an explanation as to why an emergency meeting is not proposed to be held to conduct the business)
- The date by which responses are required
- The name of the person or persons making or putting forward the proposal.

14.3 Actions taken and advice provided will be retrospectively reported to the next meeting of the Business Board.

15. Working Groups

15.1 With the approval of the Mayor and the Chair, the Business Board may establish a working group to assist it to meet its remit.

15.2 Any such subordinate body set up by the Business Board shall include one or more Business Board Members, as nominated by the Committee. With the consent of the Chair and the Mayor, any such group may also co-opt onto it any person with the relevant expertise on the issues within the remit of these groups.

15.3 The remit and terms of reference for any such subordinate body shall be approved by the Mayor and the Business Board.

16. Transparency

Agendas and Reports

16.1 Agendas and reports for the Business Board will be available on the website at least five clear working days before the meeting to which they relate.

Access to Information

- 16.2 Reports will be released with the agenda, except in those cases where the information contained in the reports is exempt from disclosure under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or under Schedule 12A of the Local Government Act 1972.

17. Amendments to Terms of Reference

- 17.1 These terms of reference will be reviewed annually in line with the review of the Assurance Framework. Any changes will be approved by the Y&NYCA.

Forward Plan

Publication Date:	Date Updated:	Period Covered Until:
21 August 2024	21 August 2024	31 May 2025

The decisions likely to be taken by York and North Yorkshire Combined Authority in the following 12 months are set out below:

PLEASE NOTE:-

- (a) In accordance with the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017, at least 28 clear days' notice, excluding the day of notification and the day of decision taking, must be published on the Forward Plan of any intended key decision.
- (b) Exempt information need not be included in the Forward Plan and confidential information cannot be included. There may be times when a decision has not been published in the forward plan 28 days in advance, this is usually because the matter is urgent, and a decision has had to be made quickly. These decisions can still be made but are subject to the regulations within 'the Order'.
- (c) New additions to the Forward Plan are highlighted in green text for ease of navigation.

Contact(s): Paul Clark, Governance and Assurance Manager (governance@yorknorthyorks-ca.gov.uk)

Decision to be made	Description	Planned Decision Date	Key Decision?	Decision maker's name & title	Lead Officer	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Mayoral Investment Fund Decisions	Standing Item: To consider approval of projects to be supported by the York and North Yorkshire Mayoral Investment Fund.	6/9/2024; 2/10/2024	Yes	Combined Authority	Chief Executive	Officer report to Combined Authority	None
Governance Updates	To approve amendments to the Business Committee's Terms of Reference.	6/9/2024	No	Combined Authority	Interim Deputy Monitoring Officer	Officer report to Combined Authority	None
Brownfield Housing Fund	Approval of Brownfield Housing Fund Round 2 Projects (Phase 2)	6/9/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Adult Skills Fund – Strategic Skills Plan	Seeking approval of the Adult Skills Fund	6/9/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None

	Strategic Skills Plan						
Approval of Draft Key Route Network	Seeking approval of the Key Route Network	October 2024	Yes	Mayor	Head of Strategy	Officer report to Combined Authority	None
Approval of Draft Strategic Local Transport Plan	Seeking approval of the draft Strategic Local Transport Plan	2/10/2024	Yes	Combined Authority	Head of Strategy	Officer report to Combined Authority	None
Growth Plan	To seek approval of the Combined Authority's Growth Plan.	2/10/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Appointment of Monitoring Officer	Appointment of incoming Head of Legal as Monitoring Officer	2/10/2024	Yes	Combined Authority	Chief Executive	Officer report to Combined Authority	None
Novation of Contracts	Approval of contract novations for legacy Local Enterprise Partnership programmes and Combined Authority Programmes	2/10/2024	Yes	Combined Authority	Interim Deputy Monitoring Officer	Officer report to Combined Authority	None

	preceding its launch.						
Sustainable Energy Investment Strategy and Net Zero Investment Plan		8/11/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Home England Place Partnership		8/11/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Y&NY Housing Investment Plan joint with Homes England		8/11/2024	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Corporate Plan		17/1/2025	Yes	Combined Authority	Chief Executive	Officer report to Combined Authority	None
Budget Planning		17/1/2025	Yes	Combined Authority	Director of Resources	Officer report to Combined Authority	None
Y&NY Housing Retrofit Strategy and One Stop Shop		7/3/2025	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
Local Investment in Natural Capital	Natural Capital Investment Plan	7/3/2025	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None

Energy Partnership Feasibility Pilot	Approve Business Plan Submission	TBC	Yes	Combined Authority	Director of Economy	Officer report to Combined Authority	None
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