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Wednesday, 17 March 2021

To: Members of the SCR - Overview and Scrutiny Committee and Appropriate Officers

NOTICE OF MEETING

You are hereby summoned to a meeting of the Sheffield City Regional Mayoral Combined Authority to be held at **Online Meeting - via Microsoft Teams**, on: **Thursday, 25 March 2021 at 2.00 pm** for the purpose of transacting the business set out in the agenda.

A handwritten signature in black ink, appearing to read 'D. Smith'.

Dr Dave Smith
Chief Executive

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Member Distribution

Councillor Colin Ross (Chair)
Councillor Allan Jones
Councillor Penny Baker
Councillor Robert Elliott
Councillor Jeff Ennis
Councillor Bryan Lodge
Councillor Phillip Lofts
Councillor Sioned-Mair Richards
Councillor Brian Steele
Councillor Austen White

Sheffield City Council
Doncaster MBC
Sheffield City Council
Rotherham MBC
Barnsley MBC
Sheffield City Council
Barnsley MBC
Sheffield City Council
Rotherham MBC
Doncaster MBC

SCR - Overview and Scrutiny Committee

Thursday, 25 March 2021 at 2.00 pm

Venue: Online Meeting - via Microsoft Teams



Agenda

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Date of next meeting: Thursday, 29 July 2021 at 2.00 pm

Venue: to be confirmed

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SCR - OVERVIEW AND SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD ON:

THURSDAY, 28 JANUARY 2021 AT 2.00 PM

ONLINE MEETING - VIA MICROSOFT TEAMS



Present:

Councillor Colin Ross (Chair)	Sheffield City Council
Councillor Allan Jones	Doncaster MBC
Councillor Penny Baker	Sheffield City Council
Councillor Jeff Ennis	Barnsley MBC
Councillor Phillip Lofts	Barnsley MBC
Councillor Brian Steele	Rotherham MBC
Councillor Duncan Anderson (Reserve)	Doncaster MBC
Councillor Adam Hurst (Reserve)	Sheffield City Council

Officers in Attendance:

Dr Dave Smith	Chief Executive	MCA Executive Team
Dr Ruth Adams	Deputy Chief Executive	MCA Executive Team
Gareth Sutton	Chief Finance Officer/S73 Officer	MCA Executive Team
Steve Davenport	Principal Solicitor & Monitoring Officer	MCA Executive Team
Christine Marriott	Scrutiny Officer	MCA Executive Team
Stephen Batey	Head of Mayor's Office	SCR Mayor's Office
Felix Kumi-Ampofo	Assistant Director Policy and Assurance	MCA Executive Team
Gillian Richards		

Apologies:

Councillor Julie Grocutt Sheffield City Council

62 Welcome and Apologies

The Chair welcomed everyone to the meeting.

Apologies were noted as above.

63 Urgent Items/Announcements

The Chair announced that Cllr Peter Ripon, who was a member of the Committee, sadly passed away on the 20 December 2020 after a short illness.

Peter served on Sheffield City Council for 17 years representing Shiregreen and Brightside ward and latterly the Richmond ward. He was also the 118th Lord Mayor of Sheffield between 2014 and 2015.

He had been a member of the Overview and Scrutiny Committee since 2018 and served right up to his final illness.

The Chair had known Peter over many years and regarded him as a colleague and friend, even though they were in different political parties. He was a truly respected gentleman right across the chamber in Sheffield and the other councils in South Yorkshire.

C Marriott gave an update on the South Yorkshire Scrutiny Officers Network.

It was explained that the network provided an open forum to share best practice and learning and development provision. The group had Terms of Reference which included the sharing of annual work programmes for Overview and Scrutiny Committees across South Yorkshire.

The group meet quarterly with additional meetings as appropriate, the Network includes officers from Barnsley, Doncaster Rotherham councils along with South Yorkshire Joint Authorities Governance Unit to represent the Fire and Rescue Authority, the Police and Crime Panel and South Yorkshire Pensions Authority.

C Marriott had advised members of the Network of the referral process to the MCA Overview and Scrutiny Committee as set out in Article 6 of the Authority's Order. The Order stated that any member of an Overview and Scrutiny Committee could refer a matter, including any members of the Combined Authority and its constituent councils.

Network members had been signposted to the SCR website where further details could be found along with a referral form.

C Marriott had made a commitment to provide Scrutiny Officers with a briefing paper after each MCA meeting to keep officers across South Yorkshire up to speed. Any suggestions on how communications could be improved would be welcomed.

The Chair thanked C Marriott for the update and commented that it was important that the work of the MCA complemented the work of the local authorities and that everyone was kept up to date with MCA decisions and vice versa.

The Chair noted that, at its meeting on 25 January 2021, the MCA had approved the Strategic Economic Plan (SEP). As the Plan was the core economic plan for the region which focused on growth, inclusion and sustainability he requested that the final version of the SEP be circulated to all members of the Committee to decide if there were any items to be brought to future Scrutiny meetings.

Action: C Marriott to circulate the final version of the Strategic Economic Plan to all members of the Overview and Scrutiny Committee.

Also, at the recent MCA meeting it was noted that the Transport Levy had been agreed and remained at existing levels.

The Assurance Framework 2021/22 and the Monitoring and Evaluation Framework 2021/22 had also been discussed.

The Chair suggested that, as this was an important document in the way that the work of the MCA was monitored, a workshop should be arranged to discuss the implications of how it would affect the work of the Overview and Scrutiny Committee. Members agreed to this.

Action: C Marriott to arrange a workshop in late February/early March.

The MCA approved proposals for renaming linked to wider rebranding work allowing for a decision on implementation to be taken after May's local elections.

Members agreed with the suggestion as it was felt more inclusive and would be worth the cost of rebranding and endorsed the suggestion.

OSC Members noted that the Mayor's remuneration had been considered and approved by an Independent Remuneration Panel by the MCA on 25 January 2020. The allowance payable for the role of Sheffield City Region Mayor is £79,000 which Mayor Jarvis personally wishes to donate to charities across South Yorkshire. No allowance will be paid to the Deputy Chair.

64 Items to be Considered in the Absence of Public and Press

None.

65 Declarations of Interest by any Members

None.

66 Reports from and Questions by Members

None.

67 Questions from Members of the Public

None.

68 Minutes of the Previous Meeting Held on 29 October 2020

RESOLVED – That the minutes of the meeting held on 29 October 2020 be agreed as a true record.

69 Matters Arising

The Committee received updates on actions from previous meetings.

- S Edwards had met Cllr Baker on 18th November 2020. Discussions were held on how SYPTE might improve communications with Councillors more generally. Cllr Baker commented that it had been a

very useful meeting.

Action: update action log as 'Action Complete'.

- On the concerns regarding parking in bus lanes: Blocking of bus lanes was an issue in all four districts and the use of mobile enforcement vehicles and static enforcement cameras had seen improvements.

Action: Continue to monitor. C Marriott to update Item to be on Action Log for follow up in 6 months' time.

- It was confirmed that a letter of thanks had been sent to Cllr Richardson to thank him for his contribution to the OSC.

Action: C Marriott to update action log as 'Action Complete'

- It was confirmed that there had not been a role for the Traffic Commissioner in the Bus Review to date. Further details were included in the report.

Action: Cllr Jones stated he would continue to monitor the role of the Traffic Commissioner throughout the implementation of the Bus Review report recommendations.

Action: C Marriott update action log as 'Action Complete'

- P Zanzottera had circulated details of the Active Travel Project Tranche 2 bid to the Committee by email immediately after the last meeting.

Action: update action log as 'Action Complete'

- Baseline Data for monitoring active travel uptake: P Zanzotterra has informed the Committee that a Baseline Data Report for Active Travel is expected during the course of February, which will be shared with the committee.

Action: C Marriott update action log and ensure report is shared with OSC.

- A letter from Mayor Jarvis had been received in response to the Committees' formal recommendation that all future reports contained a Climate Change Impact Assessment.

Action: Continue to monitor. C Marriott to update Item to be on Action Log for follow up in 6 months' time.

- A letter from Mayor Jarvis had been received concerning the importance of public engagement and consultation in addressing climate change issues.

Action: Continue to monitor. C Marriott to update Item to be on Action Log for follow up in 6 months' time.

- Tier 3 Pandemic funding – a presentation from F Kumi-Ampofo was included on today’s agenda.

Action: C Marriott update action log as ‘Action Complete’

- Preparations for Brexit – a briefing paper on Brexit preparations was circulated to OSC members on 13th January 2021.

Action: C Marriott update action log as ‘Action Complete’

70 **Review of latest Forward Plan of Key Decisions**

The Forward Plan of Key Decisions was provided for information and to give Members the opportunity to ask questions.

No questions were raised by Members.

71 **Question and Answer Session with Mayor Jarvis**

The Chair welcomed Mayor Jarvis to the meeting for a question and answer session.

Mayor Jarvis began by commenting on the sad passing of Cllr Peter Rippon who had been a much respected councillor and would be sadly missed. The Mayor expressed condolences to Peter’s family.

The Mayor commented that the MCA was now in a better position to respond to the challenges that would lay ahead in 2021 because £¼bn had been secured for transport, active travel, infrastructure and housing; this was in addition to the money that had been unlocked by the Devolution deal. In practical terms this meant that the MCA would have a budget of £344m for the financial year 2021/22.

Cllr Ross asked how the Tier 3 funding was being spent. Mayor Jarvis replied that the MCA in conjunction with the four constituent local authorities was doing all they could to assist the region’s businesses and residents.

The Tier 3 funding, which had been made available in October 2020, was aimed at the hospitality, accommodation and entertainment sectors and the MCA, working with local authorities, had provided additional top-ups to affected businesses. A target had been set of allocating the original £30m to businesses by the end of March 2021. Data showed that, through working with the local authorities, this target was both sensible and achievable.

Additionally, on 22 January 2021 a further allocation from government of £12.5m had been received which reflected the impact of the latest restrictions. This amount had to be spent by March 2022 and MCA officers were currently considering how to target and deploy the additional grant.

Cllr Ennis asked what help was available for “elite” sporting clubs who could not access training, eg, Ice Sheffield. Ice skating rinks in the area were classified

as entertainment venues and therefore remained closed. This meant that aspiring elite skaters could not currently train and were being disadvantaged from skaters in other regions.

Mayor Jarvis replied that all businesses forced to close were in receipt of support from the government. Elite sport had been allowed to continue through Tier 3 and in the current national lockdown. Sports clubs and clubhouses experiencing a significant loss of trade were eligible for the Additional Restrictions Grant.

Cllr Ennis requested clarification as to whether the region's elite skaters could now use the facility in Sheffield.

Action: Mayor Jarvis would check the precise arrangements for the skaters and report back to Cllr Ennis.

Cllr Steele asked whether the grant from government had to be spent on certain things or was there any leeway on this. Also, did the Mayor think that the current lockdown would be extended?

In response, the Mayor informed the Committee that there was very limited flexibility in terms of the funding received; he had been in correspondence with the Chancellor about more flexibility – devolution was all about greater local decision making.

In terms of the lockdown, there was still a great amount of uncertainty regarding the next few months. The reality was that everyone would be living with the impact of the virus for the foreseeable future and it was not envisaged that there would be a relaxation of the lockdown in the near future.

The Chair commented that the MCA had a stream of funding as did the four constituent councils; he asked how much co-operation there was to ensure that there was no overlap or gaps. Also, more generally, what was being done at a regional and district level to ensure that individuals and business were not falling through funding cracks.

The Mayor gave assurances that the MCA was working very closely with authority partners. The scheme for distributing the grant funding and the development of the Renewal Action Plan and Strategic Economic Plan had all been co-developed with local authority partners.

It was evident that a significant number of individual and businesses, such as the self-employed and new start-up business had been excluded from government support. The Mayor had been involved with M9 (a cross-party Metro Mayor group) and other parliamentarians to lobby the Chancellor to do much more to provide support for those who had been excluded.

Cllr Baker queried whether there was any regional support for the smaller SMEs and what was being done to identify those in need.

The Mayor replied that the Additional Restrictions Grant had been targeted at those not in receipt of national support, including non-rate paying businesses

and others in the supply chain of closed sectors; home based businesses had also recently been targeted.

Officers were working with business support experts and the LEP was also involved as was the Covid-19 Business Group which drew from the expertise of the Chamber of Commerce, the Federation of Small Businesses and a range of other private sector business representative groups.

Cllr Jones reported that he had recently attended a meeting of the Doncaster Sheffield Airport (DSA) Consultative Committee. The Committee had written to the Mayor stressing the key part played by DSA in regeneration and sought local leaders' support in presenting the airport's case to government. The Consultative Committee expressed disappointment that they had not received a reply.

The Mayor stated that he took pride in responding to correspondence and didn't recall seeing the letter; he would look into the matter.

He commented that a lot of work had been done to support DSA and it was recognised as a strategic asset by all of the local authorities.

D Smith gave an outline of recent work undertaken to support the airport through the pandemic and also the work in progress to encourage growth in the future.

Cllr Anderson commented on the recent flood warnings, advice to residents and the man hours taken to respond to any potential flooding. Luckily this time the floods had not happened, but the situation had caused immense stress and anxiety to residents. He stated that a robust and permanent solution was needed.

The Mayor agreed and commented he was pleased to be able to confirm that at Monday's MCA meeting it had been announced that, after working closely with the Environment Agency, £80m funding from the government had been secured towards funding some of the identified flood prevention schemes in South Yorkshire.

This was a good start for the 27 schemes identified as part of the Flood Priority Programme but, in reality, a further £125m of investment was needed to deliver the programme in full and, as Mayor, he would continue to lobby for further investment.

In answer to a question from Cllr Lofts, Mayor Jarvis agreed that a balance between encouraging economic growth and meeting emissions and other environmental targets was needed and gave details of the work in progress to achieve this.

Cllr Hurst requested information on progress on implementation of the recommendations of the Bus Review and whether there were any plans to bring transport systems back under public control.

The Mayor commented that the Covid-19 pandemic had affected all areas of

public transport including the ability to respond to the Bus Review's recommendations. The focus had been on keeping services running to enable key workers to get to work where necessary.

It was noted that the Department for Transport (DfT) was currently providing support to bus services whilst patronage remained low. There would be a need for a period of stabilisation and recovery once social distancing measures were removed and the subsidies withdrawn.

The Mayor informed the Committee that:

- Preparations were underway for when social distancing measures were removed.
- Discussions were ongoing with DfT regarding recovery and transformational funding.
- The MCA had allocated a minimum of £5m of Gainshare funding to invest in the network.
- Bus pilot projects were being considered as part of the process to determine the best future operating model.

Cllr Hurst asked if there was any possibility that, in the future, the South Yorkshire transport system could look more like Transport for London.

Mayor Jarvis replied that the focus in the short term was on the day-to-day survival of the network, but the ambition remained to put in place something that much more resembled the system in London. He also acknowledged that this would require very significant investment.

Cllr Baker commented that the opportunity should not be lost to provide a transport system that was better, safer and greener for the future and also stressed the importance of further public consultation before any final plans were implemented to ensure the system met the needs of the public.

Cllr Ennis commented that recently West Yorkshire Combined Authority had announced its intention to establish a mass transit public transport system across the whole of West Yorkshire and questioned whether South Yorkshire had any plans to extend the SuperTram into Barnsley and Doncaster.

Mayor Jarvis replied that it was a very difficult time to be envisaging such a significant development of the system at the moment given the challenges currently being faced.

Work was ongoing to look at how the SuperTram system could be renewed and improved in Sheffield which would require considerable investment. He agreed that the MCA should be ambitious with regard to connectivity across the region and there could be a case for the extension of tram/train but there would be a massive challenge in securing funding for such a project.

In response to a question from Cllr Lofts the Mayor stated that his priorities for 2021 included:

- Ensuring that businesses are supported and thrive post Covid-19.

- Securing investment for economic regeneration.
- The levelling-up agenda, including education, skills, training and the inequalities of health outcomes.
- Assisting businesses through the impact of Brexit, although this had been somewhat overshadowed by the impact of Covid-19.

The Chair thanked Mayor Jarvis for his time in attending the meeting for what had been a very informative session. He requested that this be repeated on a six-monthly basis. He also requested that the Committee receive quarterly progress reports on MCA projects.

RESOLVED – That the Committee to be supplied with quarterly progress reports on MCA projects.

72

Sheffield City Region Response to the Covid-19 Pandemic

A report was submitted which gave an update in relation to the Sheffield City Region MCA response to the Covid-19 pandemic.

At the OSC Agenda setting meeting on 3 December 2020, the Committee asked for an update on the following areas:

- Schemes already launched.
- Schemes scheduled for launch.
- Who had received support?
- Government support available.

Appendix A to the report responded to the questions put forward by OSC members and reflected the position as at 20th January 2021.

Cllr Lofts asked how easy it was to access the grants.

F Kumi-Ampofo replied that that in most cases it was straightforward; applicants either had to fill in one form, or in some Authorities, one of two forms and officers would then work out what the business was eligible for. For Phase 4 schemes, this money was sent out automatically without the need to reapply.

Cllr Ennis queried what anti-fraud mechanisms were in place.

The Committee was informed that local authority colleagues were experienced and knew businesses in their area. There had been a small number of fraud cases and mechanisms were in place to retrieve monies paid. In other cases, for example loss of trade, evidence of this had to be produced and officers would check the information provided.

Cllr Baker queried whether grants to non-rate paying business were means tested. F Kumi-Ampofo confirmed that they were not.

The Chair welcomed the fact that the scheme had picked up previously unsupported business such as home-based companies and taxi drivers. It was confirmed that the grants were paid to individual taxi drivers and not to the taxi companies.

In answer to a question from Cllr Jones, it was confirmed that the grants had to be sent to government criteria.

RESOLVED – That the report be noted.

73 **Scrutiny of MCA Thematic Boards**

A report was submitted to advise members of the updated governance arrangements for the MCA Thematic Boards that had been agreed at the September 2020 MCA Board.

Members noted that the MCA had agreed to reduce the number of Thematic Board from five to four to reflect the priorities on the Strategic Economic Plan. These were:

- i. Business Recovery and Growth.
- ii. Educations, Skills and Employability.
- iii. Transport and the Environment.
- iv. Housing and Infrastructure.

The Terms of Reference of the Boards were at Appendices B-E to the report.

OSC members had asked for clarity on three specific areas in relation to the Thematic Boards:

- Transparency and openness of Board meetings.
- Arrangements for public questions.
- The meeting cycle and membership.

Details of these were contained within the report along with the proposed scrutiny process.

The Chair reported that problems had been encountered whilst researching the process of submitting a public question. The SCR website needed updating to enable the public to find out how to submit a question to a Thematic Board and needed improving so that the search facility functioned correctly.

It was noted that the full membership of the Thematic Boards could be found at Appendix F.

RESOLVED – That the Committee:

- i) Note the updated governance arrangements for the Thematic Boards and agree on the method of scrutiny as set out in section 2.6 of the report.
- ii) **RECOMMEND** that the information on the SCR website be improved to enable the public to find out how to submit a question to the Thematic Boards and that the website is improved so that the search facility functions correctly.

I, the undersigned, confirm that this is a true and accurate record of the meeting.

Signed

Name

Position

Date

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Sheffield City Region Mayoral Combined Authority
11 Broad Street West
Sheffield, S1 2BQ

16 March 2021

Councillor Colin Ross
Overview and Scrutiny Committee Chair
Sheffield City Region Mayoral Combined Authority

Dear Cllr Ross,

Recommendations made at the SCR MCA Overview and Scrutiny Committee on 28 January 2021

You wrote to me regarding information on the MCA website about how the public can put questions to our boards and committees.

Following the Overview and Scrutiny Committee's recommendations, we have made changes to make it easier for users to find the relevant information about submitting questions.

This includes creating a new Petitions and Questions page, available via this [link](#), which summarises the process. This is available via the 'Contact' [page](#), the Governance landing [page](#), and the 'Who We Are' [page](#). The opportunity to ask a question is also highlighted on each relevant committee page in the modern.gov area of the website.

The page also appears by using the search function. Work is underway to move to a new Content Management System, which will improve the search function and accessibility of the website.

Later this year, the MCA websites will undergo a full redesign and be redeveloped with user needs and journeys in mind, to make navigating the website as straight forward as possible.

We are committed to improving our website functionality and accessibility, and demonstrating the highest levels of transparency.

Yours sincerely,

Daniel Wright.

Head of Communications & Marketing
Mayoral Combined Authority Executive

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Date of Meeting:	28 January 2021
Subject:	OSC Action Register update
Purpose of the Report:	To advise members of the follow up activities taken in respect of recommendations and actions agreed at formal OSC meetings.
Recommendation(s):	That OSC Members note the updated OSC Action Register
Category of Report:	Open
Under the Freedom of Information Act and Schedule 12A of the Local Government Act 1972, this paper and any appendices will be made available under the Combined Authority Publication Scheme.	

OSC Action Register Update – Outstanding Actions

- 1 **Action No:** 11
Meeting Date: 28 January 2021
Paper Name: Matters Arising – verbal update on MCA – Strategic Economic Plan
Lead Officer: Christine Marriott

Action agreed: All OSC members to receive a copy of the Strategic Economic Plan.

Update: All substantive and substitute OSC members sent a PDF version of the Strategic Economic Plan and a link the plan on the MCA’s website via email on 01/02/21.

- 2 **Action No:** 12
Meeting Date: 28 January 2021
Paper Name: Matters Arising – verbal update on MCA – Assurance Framework
Lead Officer: Christine Marriott

Action agreed: Workshop to be arranged for OSC Members in February/March 2021.

Update: Following discussion with Policy and Programme Assurance Team, it was ascertained that the Assurance Framework and the Monitoring and Evaluation Framework will be in draft format until the Government agree and sign off the final draft(s) ... in 2020 the final draft was approved in June.

It has been agreed with the OSC Chair that the workshop will be deferred until after the local elections. A date for the workshop will be set for June 2021

- 3 **Action No:** 13
Meeting Date: 24 September 2020 and 28 January 2021
Paper Name: MCA response on Bus Review

Lead Officer: Stephen Edwards, Executive Director, South Yorkshire Passenger Transport Executive (SYPTTE)

Action agreed 24/09/20: Parking in bus lanes; Stephen Edwards agreed to follow-up with the local authorities outside of today's meeting.

Action agreed 28/01/21: Operational issue which will be implemented at a local level. OSC Members to provide a feedback to the committee in 12 months' time.

Update: Update is due in January 2022.

4 **Action No:** 14

Meeting Date: 24 September 2020 and 28 January 2021

Paper Name: MCA response on Bus Review

Lead Officer: Mark Lynam

Action agreed 24/09/20 and 28/01/21: To continue to monitor the role of the Traffic Commissioner throughout the course of the implementation of the 7-point plan in response to the Bus Review.

Update: Councillor Jones will continue to monitor.

5 **Action No:** 15

Meeting Date: 24 September 2020 and 28 January 2021

Paper Name: Evaluating Outcomes and Value for Money from Active Travel Projects

Lead Officer: Pete Zanzottera

Action agreed: Report from Sheffield Hallam University to be shared with OSC when it is available in February 2021.

Update from 1 March 2021: The report from Sheffield Hallam University in relation to a Monitoring and Evaluation study has not yet been circulated. Pete Zanzottera has been informed that the report will be available in late March.

6 **Action No:** 16

Meeting Date: 29 October 2020 and 28 January 2021

Paper Name: Climate Emergency – Progress to date

Lead Officer: Mayor Jarvis/Governance Team

Action Agreed: Recommendation by OSC to include a Climate Change Impact Assessment on MCA reports. Mayor Jarvis wrote to the OSC on 13/01/21 to inform them of a proposed new board paper template which will incorporate a new section to inform members of any impact a proposed decision or course of action may have on climate change and the Net Zero ambition which will be supported by the completion of a Climate Change Impact Assessment when and where appropriate.

Update from 2 March 2021: a revised draft board paper template is under development with an expected implementation in June 2021.

- 7 **Action No:** 17
 Meeting Date: 29 October 2020 and 28 January 2021
 Paper Name: Climate Emergency – Progress to date
 Lead Officer: Christine Marriott

Action Agreed: Continue to monitor public engagement.

Update: Scrutiny Officer proposes that a methodology for monitoring public engagement is agreed by OSC at the start of the 2021/22 municipal year and forms part of the OSC work programme for the forthcoming year.

- 8 **Action No:** 18
 Meeting Date: 28 January 2021
 Paper Name: Mayor's Q&A
 Lead Officer: Mayor Jarvis/Stephen Batey (Director of Mayoral Office)
 Action Agreed: OSC to receive quarterly performance reports from Mayor Jarvis regarding progress/evaluation of his priorities for 2021.
 Update: Further development work will be required at the start of the 2021/22 municipal year to incorporate the receipt of quarterly performance reports into the OSCs work programme.

- 9 **Action No:** 19
 Meeting Date: 28 January 2021
 Paper Name: Scrutiny of MCA Thematic Boards
 Lead Officer: Daniel Wright, Head of Communications and Marketing

Agreed Action: Formal recommendation letter sent to Daniel Wright on 2 February 2021. The recommendation was "include information on how to submit a question to Thematic Boards on the MCA's website".

Update: Please see response letter from Daniel Wright, Head of Communications and Marketing.

- 10 **Action No:** 20
 Meeting Date: 28 January 2021
 Paper Name: Scrutiny of MCA Thematic Boards
 Lead Officer: Daniel Wright, Head of Communications and Marketing

Agreed Action: Formal recommendation letter sent to Daniel Wright on 2 February 2021. The recommendation was "the MCA website's search function be amended to ensure that search function gives relevant returns to the queries submitted."

Update: Please see response letter from Daniel Wright, Head of Communications and Marketing.

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Forward plan of Key Decisions to be made: March to May 2021

Date Published: 22 February 2021

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Transforming Cities Fund - Manvers to Wath Cycle Route	Approval of £0.031m development costs for developing a £0.430m TCF Full Business Case to create a direct cycle route between the A.633 Manvers Way and Wath Town Centre	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Transforming Cities Fund - Fredrick Street	Approval of £0.503m Transforming Cities Fund (TCF) Full Business Case for public realm and cycling infrastructure in Rotherham	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Stabilisation: Bus Partnerships – Future Approach – Update	Endorsement of the proposed change in approach to the Bus Partnerships following further discussions to look at a hybrid model. (Update to paper taken to 7/1/21 TEB meeting.)	04/03/21	SCR - Transport and the Environment Board	Pat Beijer Director of Transport Operations pat.beijer@sypte.co.uk	Board paper	Open
Active Travel Fund 2 - Nether Edge to Crookes	Approval of £0.017m development costs for developing a £0.856m ATF2 Outline Business Case to deliver a low traffic neighbourhood in Sheffield	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Active Travel Fund 2 - Elsecar Links	Approval of £0.006m development costs for developing a £0.320m ATF2 Outline Business Case to deliver an active travel lane in Barnsley	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Active Travel Fund 2 - Conisborough to Warmsworth	Approval of £0.020m development costs for developing a £1m ATF2 Outline Business Case to deliver an active travel lane in Doncaster	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Active Travel Fund 2 - Broom Road ATL and Broom LTN	Approval of £0.029m development costs for developing a £1.467m ATF2 Outline Business Case to deliver an active travel lane and low traffic neighbourhood in Rotherham	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Active Travel Fund 2 - Goldthorpe	Approval of £0.006m development costs for developing a £0.295m ATF2 Outline Business Case to deliver a low traffic neighbourhood in Doncaster	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Active Travel Fund 2 - Thorne and Moorends	Approval of £0.007m development costs for developing a £0.371m ATF2 Outline Business Case to deliver a low traffic neighbourhood in Doncaster	04/03/21	SCR - Transport and the Environment Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Getting Building Fund - Barnsley Town Centre Public Realm	Approval of £1.755m Getting Building Fund grant award for a new high quality public realm setting on the Peel Square area of Barnsley Town Centre	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Brownfield Housing Fund - Hoyle Street (Housing Zone North)	Approval of £1.228m Brownfield Housing Fund for acquisition and assembly of land in Sheffield	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Brownfield Housing Fund - Allen Street (Housing Zone North)	Approval of £1.338m Brownfield Housing Fund for acquisition and preparatory work in Sheffield	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Brownfield Housing Fund - RMBC small sites 20/21	Approval of £0.434m Brownfield Housing Fund for bringing forward 32 homes on small sites in Rotherham	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Brownfield Housing Fund - City Centre Sites – Porter Brook	Approval of £0.350m Brownfield Housing Fund for demolition at Porter Brook site in Sheffield	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Brownfield Housing Fund - Malthouses	Approval of £1.097m Brownfield Housing Fund for preparatory work for 73 homes in Parsons Cross	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Brownfield Housing Fund - West Bar	Approval of £0.655m Brownfield Housing Fund to bring forward highways and infrastructure work in Sheffield	04/03/21	SCR - Housing and Infrastructure Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Transforming Cities Fund - A61 Active Travel	Approval of £1.531m development costs for developing a £5.2m TCF Full Business Case which includes a package of measures which seeks to promote walking and cycling connectivity between Barnsley and Royston via Smithies	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Transforming Cities Fund - A635 Active Travel Link	Approval of £0.409m development costs for developing a £2.4m TCF Full Business Case which includes a package of measures which seeks to promote walking and cycling connectivity on the A635 between Stairfoot Roundabout and Hollygrove Round in Goldthorpe	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Transforming Cities Fund - Stations Access Package	Approval of £0.058m development costs for developing a £6.015m TCF Full Business Case to enhance accessibility to/from and at rail stations within Doncaster (including Adwick, Bentley, Conisborough, Kirk Sandall, and Thorne North and South)	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Transforming Cities Fund - Parkgate	Approval of £1.008m development costs for developing a £11.552m TCF Full Business Case to deliver three key interventions on, or adjacent to the A633 corridor which when combined are designed to relieve congestion	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Transforming Cities Fund - Rail Station Improvements	Approval of £0.172m development costs for developing a £3.452m TCF Full Business Case to deliver a package of improvements at 11 stations across South Yorkshire aimed at providing customers with safe and secure facilities that are accessible, gives readily available service information, and offers a pleasant waiting environment with appropriate amenities	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Getting Building Fund/TCF - Better Barnsley - Market Gate Bridge	Approval of £2m Getting Building Fund and £2.5m Transforming Cities Fund grant award for a new accessible pedestrian and cycling bridge over the main Sheffield to Leeds railway line.	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board Paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Doncaster Town Centre "Quality Streets" Active Travel and Digital Infrastructure Programme	Approval of £5m Getting Building Fund and £5.5m Transforming Cities Fund award for delivery of new public realm (including new/improved active travel routes) investment in Doncaster Town Centre.	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Brownfield Housing Fund - Cannon Brewery (Housing Zone North)	Approval of £4.506m Brownfield Housing Fund for acquisition and preparatory work in Sheffield	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open
Active Travel Fund 2 - Sheaf Valley Route	Approval of £0.050m development costs for developing a £2.491m Active Travel Fund 2 (ATF2) Outline Business Case to deliver an active travel lane in Sheffield.	22/03/21	SCR - Mayoral Combined Authority Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Stabilisation: Bus Partnerships - Future Approach	Endorsement of the proposed revamp of the Bus Partnerships to support the progression of the Bus Review recommendations and the requirement for close partnership working between operators, LAs and SYPTE.	22/03/21	SCR - Mayoral Combined Authority Board	Pat Beijer Director of Transport Operations pat.beijer@sypte.co.uk	Board paper	Open
Approval of Adult Education Budget grant allocations and delegation to award commercial contracts for Adult Education provision	Funding for adult skills provision delivered through providers who will receive a grant from the South Yorkshire Mayoral Combined Authority. This includes FE Colleges and local authority providers and contract awards to commercial providers, via a delegation, following the conclusion of a procurement process.	22/03/21	SCR - Mayoral Combined Authority Board	Helen Kemp Director of Business & Skills Helen.Kemp@sheffieldcityregion.org.uk	Board paper	Open

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
MCA Group Revenue Budget & Capital Programme 2021/22	To approve the budget for the new financial year, including approval of the Treasury Management Strategy.	22/03/21	SCR - Mayoral Combined Authority Board	Gareth Sutton Chief Finance Officer/S73 Officer Gareth.Sutton@sheffieldcityregion.org.uk	Board paper	Open
Approval of acceptance of Flexible Support Fund grant from DWP	To accept the grant of £515k Flexible Support Funding from DWP to provide additional resources to support job brokerage in key employment sectors [pending successful application to DWP; business case already agreed]	22/03/21	SCR - Mayoral Combined Authority Board	Helen Kemp Director of Business & Skills Helen.Kemp@sheffieldcityregion.org.uk	Board paper	Open
Local Growth Fund - Company 0123	Approval of £0.12m LGF award for supply chain and Research and Development costs for an Inward Investment company	25/03/21	SCR - Business Recovery and Growth Board	Sue Sykes Assistant Director - Programme and Performance Unit sue.sykes@sheffieldcityregion.org.uk	Board paper	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Decision to be made:	What is the decision?	Planned Decision Date	Decision maker's name (or name of the board) & title:	Lead Officer name and contact details	Documentation for consideration & other relevant documents	Prohibitions Restrictions Exemptions
Key Account Manager Acceptance Grant - Value likely £100k - £200k	Grant acceptance for DIT Key Account management offer - value at this stage unannounced likely to be Mid March	25/03/21	SCR - Business Recovery and Growth Board	David Grimes Assistant Director - Growth Hub david.grimes@sheffieldcityregion.org.uk	Board paper	Open
Growth Hub acceptance Grant - value likely £410k - £800k	Grant acceptance for BEIS Growth Hub Allocation - value at this stage unannounced.	25/03/21	SCR - Business Recovery and Growth Board	David Grimes Assistant Director - Growth Hub david.grimes@sheffieldcityregion.org.uk	Board paper	Open

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Report to Sheffield City Region Overview and Scrutiny Committee

Date of Meeting:	25 March 2021
Subject:	Integration of the MCA and PTE
Purpose of the Report:	To update board Members of progress and next steps for the integration of the MCA and PTE.
Recommendation(s):	Members note the update report and future reporting requirements they have to ensure effective Scrutiny of the implementation process
Category of Report: Open Under the Freedom of Information Act and Schedule 12A of the Local Government Act 1972, this paper and any appendices will be made available under the Combined Authority Publication Scheme. This scheme commits the Authority to make information about how decisions are made available to the public as part of its normal business activities.	

Summary:

The MCA, at its meeting 27 July 2020, agreed to begin the process for integrating the South Yorkshire Passenger Transport Executive (SYPTe) fully within the MCA, moving away from the current Group Structure of the MCA with a wholly owned Subsidiary Body.

Engagement with MHCLG is underway to agree the route and milestones to dissolve the PTE. The precise legislative route to undertake the integration is under discussion with MHCLG but will require a Statutory process and an Order of Parliament to formally merge the 2 bodies. The timescale of the legal integration will depend on MHCLG securing parliamentary time following their agreement to support the proposal.

Practical steps towards integration are continuing to be progressed and operationalised, prior to the legislative process. This paper provides an updated position on progress to date and proposed future actions.

1 Introduction/Context

- 1.1 Following the report of the independent Bus Review, the MCA agreed a 7-point plan for bus service operation. A significant action was the decision to integrate fully the PTE with the MCA and to ensure the governance of operational transport in South Yorkshire was politically led via the governance structures of the MCA.
- 1.2 Prior to this formal decision to integrate there was a foundation of some integrated practice across the MCA Executive and PTE as both organisations shared a group IT, HR and Legal Service.
- 1.3 Since the decision to integrate a high-level plan has been developed, detailing workstreams and work packages to be progressed, an update by work stream is provided in section 2 below.
- 1.4 In addition to this, and with the guidance of the Audit and Standards Committee, in their consideration of risk management, an independent Strategic Partner has been appointed (commencing 22 March 2021). This partner, with expertise in corporate and public integrations, will advise on the efficacy of the planning and implementation to ensure that the MCA implements an assured process.

2 Matters for Consideration

Governance

2.1 Actions taken

- Joint Management Board – On a weekly basis the Directors of the MCA and PTE have a formal policy and business meeting. This has been operational since early 2020.
- Review of group delegations – The Monitoring Officer and S73 Officer are developing a single system of officer delegations, agreed in draft, with a view to seeking amendment to the Fin Regs and to ensure consistency across the group.
- Paper to amend decision making routes due to go to MCA – this paper is in the drafting stage and is proposed to be presented to the June MCA.
- Single approach to budget planning and business planning – was implemented for this financial year and a detailed composite budget is being presented to the MCA in March.
- Appointment of an independent Strategic Partner to ensure the process and implementation of integration follows an assured process and manages risk effectively – commencing 22nd March 2021.

2.2 Actions Planned

- Continue work on parliamentary order
- Amendment to the decision-making Boards and route for PTE decision making to align more closely to MCA Boards, e.g. the Transport and Environment Thematic board
- Officer Delegations harmonised and Financial Regulations amended.

HR Workforce

2.3 Action Taken

- Appointment of specialist HR Integration lead. This appointment commenced on an Interim Basis from March 2021.
- Agreement by Management Board that all new vacancies will be appointed to MCA.
- Progression of agreement to a new job evaluation approach for new roles.

2.4 Action Planned

- Single system of staff communications to be rolled out from the next financial year, replacing the separate staff briefing sessions.
- Commencement of planned discussions with Unions.
- Harmonisation of policies, the first focus will be to agree the policies for the new arrangement, harmonisation of existing staff into a new policy framework is scheduled for the future as existing employees will continue on their current T&C for the immediate future.

Finance

2.5 Action Taken

- Appointment of Finance Director for Group from June 2020.
- Design of Integrated team structure and amended operating model, to be implemented as one of first organisational changes ideally by Q1 2021/22.
- Single Finance system implemented in 2020/21.
- Single budget planning, monitoring and reporting process operationalised in 2020/21 for the 2021/22 financial year.

2.6 Action Planned

- Amendment of Finance Regulations and harmonisation of policies and practices.

Communications and Marketing

2.7 Action Taken

- Initial paper on name, branding and MCA / PTE brands due to be discussed at the June 2021 MCA Board.

2.8 Action Planned

- Integration into a single corporate service (public transport operational comms / customer service to remain a separate service), to be implemented and agreed ideally by end of Q2 2021/22.
- Roll out of an approach to a single staff briefing, internal comms approach to commence early in the new financial year 2021/22.

IT

2.9 Action Taken

- Moved to an integrated Group model for commissioning and financial management
- Reviewed group IT contracts and implemented a single route for IT procurement to ensure standardisation
- Commenced an independent review of our current IT delivery model to ensure we implement the right model for the Group functions.

2.10 Action Planned

- Single domain name being explored for the MCA. Purchase to be progressed in April 2021 with movement to full implementation by end of Q2 2021/22.
- Single Website and Intranet to be designed and implemented. This is a significant piece of work to design and agree the format and structure and the linkages with sub-brand websites, e.g. Travel South Yorkshire. There are identified skills gaps in the group for an IT Project Manager and a Digital Communications Manager, and approval is being sought to bring in interim employees whilst substantive recruitment is being undertaken. The MCA Website has a planned overhaul required to be completed by September 2021 and therefore the single website will complete after this date (planning still required).
- Single document and information management system to be designed and implemented. Ideally phase 1 by end of Q2 2021/22 but full integration of document management is scheduled to be completed fully by Q4 2021/22.

3 Implications

a Financial

Costs of integration could include:

- Consultation, although it is not certain that public consultation will be required,
- Legal support if revision to terms and conditions of staff and additional capacity to consult
- Revised branding of all operational transport assets and information

The 2021/22 budget has released a material amount of budget to support integration activity and created an earmarked reserve to give sufficient resource to deliver the change in a controlled manner.

b Legal

Section 85 Transport Act 1985 allows the Secretary of State to dissolve the PTE by Statutory Order. The MCA are unlikely to need external legal advice to do this but some elements of the implementation including harmonisation of terms and conditions may.

c Risk Management

A full risk management action plan for integration is being developed with the Strategic Partner to ensure all risks associated with Integration are captured, mitigating actions considered and appropriate scrutiny can be undertaken by the Audit and Standards Committee

d Environmental

There are no Environmental impacts to consider associated with the Integration process

e **Equality Impact Assessment**
 There is no requirement for an EIA for this integration, all data relating to equality across the Group is analysed and will be reported as part of the monitoring of the revised Corporate Plan

f **Performance Management/Measuring Outcomes**
 The assured project plan will have key deliverables and an associated milestone and risk management plan.
 Consideration is being given to delivering a series of independently run ‘pulse surveys’ to monitor mood and motivation of employees. Tangible measures such as turnover, absenteeism are metrics captured in the corporate monitoring section of the Corporate Plan. All reporting will be to the Management Board and to the Integration programme leads.

4 Consideration of alternative approaches

The decision to integrate was made by the MCA Board and therefore there are no alternatives to enacting this agreed position. Options have considered whether to carry on progressing softer alignment activity and wait until the statutory order or to maximise integration in a practical sense to the extent permissible in advance of the order passing. These alternative approaches were considered and have been discussed politically and with the Bus Review Commissioners. The decision was made that the latter option to maximise Integration activity, at pace and to the extent permissible within the current legislative requirements.

5 Issues the Overview and Scrutiny Committee may wish to consider ...

Feeding back on any specific elements of the work programme that they wish to explore in greater depth, noting the distinct role of ASC in assurance and scrutinising the risks and mitigation plans.
 The Assured programme plan and feedback from the Strategic Partner when the first phase of planning work is concluded.

6 Recommendations

That Members of the OSC consider the report and agree any additional information they wish to scrutinise at future meetings.

7 Appendices/Annexes

None

Report Author:	Dr Ruth Adams
Job Title:	Deputy Chief Executive
Officer responsible:	Dr Dave Smith
Organisation:	MCA Executive
Email:	Ruth.adams@sheffieldcityregion.org.uk
Telephone:	0114 220 2442
Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield, S1 2BQ	
Other sources and references: n/a	

Report to Sheffield City Region Overview and Scrutiny Committee

Date of Meeting:	25 March 2021
Subject:	Devolved Adult Education Budget Commissioning
Purpose of the Report:	To provide an overview of the Adult Education Budget and the context in which the Authority is commissioning delivery of the devolved budget from August 2021.
Recommendation(s):	Committee members are asked to note this update on Adult Education Budget (AEB) commissioning.
Category of Report:	Open

Under the Freedom of Information Act and Schedule 12A of the Local Government Act 1972, this paper and any appendices will be made available under the Combined Authority Publication Scheme. This scheme commits the Authority to make information about how decisions are made available to the public as part of its normal business activities.

Summary:

The Authority will assume responsibility for the devolved Adult Education Budget (AEB) from 1 August 2021. This paper provides an overview of the context in which that funding has been devolved and of the approach the Authority is taking to commission provision. The paper explains the budgets, the provider landscape, the nature of provision and how that relates to learner needs.

1. Introduction/Context

- 1.1 Under the terms of Sheffield City Region Devolution Deal, the Authority will assume responsibility for the devolved Adult Education Budget (AEB) and for ensuring provision is in place for learners aged 19+ from 1 August 2021.
- 1.2 The AEB is the main funding stream for adult learning in England. Nationally, the budget for AEB will be £1.34 bn in 2021/22. After a top slice for traineeships, the remaining budget is commissioned either by the Education and Skills Funding Agency (ESFA) for non-devolved areas or by MCAs who receive a share of AEB in proportion to their % share of adult residents. The South Yorkshire share is 3% of the national budget, minus funding for learners who are already on programme and who will be continuing their learning in the 2021/22 academic year.
- 1.3 Under the devolution deal, certain responsibilities will transfer to the MCA from the Secretary of State for Education. These include statutory responsibilities in relation to delivery of certain types of learning (para 2.14 below and Annex 2) and an administrative agreement to ensure a smooth transfer to new arrangements without destabilising FE Colleges.
- 1.4 The AEB has historically funded lower level learning, giving adults a second chance to secure qualifications they may not have achieved through formal education and to secure important skills before progression into or within employment. Devolution of AEB to the MCA will ensure that in future the budget will better support residents through learning that is more relevant to the needs of the local labour market.
- 1.5 AEB should not be seen in isolation as the only source of funding for skills. AEB funded learning has a specific role to play alongside other programmes, including the 16-18 Study Programme, Apprenticeships and National Skills Fund programmes and employment programmes such as Kickstart and Restart. While the Authority does not hold other budgets, it

has a leadership role through coherent messaging and relationship building to ensure AEB is used alongside other funding streams to achieve greater impact.

2. Matters for Consideration

2.1 Budgets involved

The Authority received confirmation from DfE at the end of January that its AEB allocation for the academic year 2021-22 will be c£39.3m. AEB itself funds multiple things:

- Funding for Community Learning;
- Adult Learner / Learning Support: support for learners who need additional help;
- Funding for statutory 'entitlement' learning – basic English, maths and digital learning for which the Authority will assume statutory responsibility;
- Other adult learning to help people secure the skills needed for life and work.

2.2 DfE has also provided the Authority with implementation funding on a matched basis to support implementation/transition costs, including all legal, financial and procurement advice, and to ensure resources are in place in the MCA in advance of the 1 August 2021.

2.3 The Authority will also receive a devolved pot of £2.79m Adult Skills Offer funding for 2021-22. This funding is from the National Skills Fund is ringfenced for Level 3 (A level equivalent) learning for adults leading to qualifications on a restricted list of 'higher value' qualifications.

2.4 South Yorkshire provider base

Data for 2018/19 shows **347** distinct organisations delivering AEB in South Yorkshire:

- 9 South Yorkshire providers receive a grant from the ESFA for AEB. These are local colleges, the Local Authorities and a Sixth Form College;
- 143 providers based outside the region receive an ESFA grant for delivery to South Yorkshire residents, again typically local authorities and Colleges;
- 86 Independent Training Providers (ITPs) deliver AEB to SCR residents;
- Allocations to providers varying from £40 to £7m+;
- 75% provision is direct delivery, with 25% subcontracted.

2.5 To prepare the ground for devolved AEB, the Authority has been working to address challenges inherent in the provider market as described above. Those challenges include:

- A need for a clearer line of accountability between the local provider base and the needs and priorities of local residents and impact on the South Yorkshire economy;
- Reducing overall the number of providers so that budgets are not spread so thinly to help the resilience of the local provider base;
- Addressing the 'long tail' of providers currently delivering to very small numbers of South Yorkshire learners. Sheffield College has a grant of £7m+; in comparison, 184 providers have contracts for £50k or less. This is inefficient in terms of access and duplication of offer, and not sustainable MCA to administer.
- Reducing administrative costs by removing providers who are only able to deliver in South Yorkshire by subcontracting which increases the risk of top-sliced budgets.

2.6 A smaller provider base with fewer subcontractors will enable more AEB to be spent on delivery rather than admin costs so rationalising our approach to the provider landscape is an important priority. Alongside this, the Authority is preparing to invest significantly in new strategic high trust relationships with providers and to communicate and collaborate enabling shared ownership of the priorities that will support our recovery and growth ambitions.

2.7 Approach to commissioning

In June 2020 the Employment and Skills Board agreed that grant allocations should be made to each of the 9 existing South Yorkshire based ESFA grant funded providers. This includes the 4 General FE Colleges (Barnsley, DN College Group, RNN and Sheffield), 3 local authority providers (Barnsley, Doncaster and Sheffield) plus Longley Park Sixth Form.

- 2.8 As part of the agreement with DfE, the Authority committed to support grant funded providers through transition to new devolved arrangements by guaranteeing core funding. We are proposing to allocate core AEB grant funding at 2018/19 levels based on analysis of ESFA data. In addition, the Authority proposes to allocate growth funding for provision which supports the Authority's priorities. The total to be paid through grants is expected to be **£27.8m**, subject to MCA Board approval. [NB figures tbc after the MCA Board on 22 March]
- 2.9 The Board also agreed to run a procurement exercise to provide a Framework and a set of call-off contracts giving us the capability to address specific skills issues. The indicative value of the procurement exercise is £10.2m and we anticipate that the total number of providers delivering devolved AEB provision to South Yorkshire residents will be around 50.
- 2.10 A procurement exercise is underway against Lots with an indicative value of £10.2m. Details of each Lot are set out at Annex 1. 190 tenders were received against these four Lots from 120 different bidders. Although the timeline for assessment of bids has stretched, we are on schedule to on-board providers from early June.
- 2.11 **Delivery priorities**
In setting priorities for AEB, the Authority has considered the current mix and balance of provision, statutory obligations arising from the devolution of AEB, learner requirements and the Authority's own priorities to support recovery and growth.
- 2.12 In 2018/19, there were around 25k learners enrolled on 46,500 learning aims across South Yorkshire. The current offer includes Community Learning, 'entitlement' learning (basic skills and some Level 2 provision) and short course provision at Levels 1 and 2 and below. Around £5m was spent across South Yorkshire on Community Learning in 2018/19.
- 2.13 The Authority is increasing the focus on entitlement learning including a shift to Full Level 2 qualifications (equivalent to 5 good GCSEs) from short course provision. In 2018/19, only 94 first Full level 2 qualifications were delivered with delivery of Level 3 only slightly higher.
- 2.14 Details of the statutory responsibilities that will transfer from Secretary of State to the MCA under devolution are set out in Annex 2. The Authority must ensure that there is sufficient provision for learners seeking to improve basic English, maths and digital skills and for young people aged 19-23 to enrol on Full Level 2 and Level 3 programmes. This has been a core element of the discussions with grant funded providers in developing their 3-year delivery plans and it is also embedded within each of the procurement Lots.
- 2.15 AEB will help address key labour market and skills challenges in the region including low aspiration, higher than average unemployment rates, comparatively low productivity and people trapped in low paid, low skilled work. AEB will contribute to recovery and growth by helping residents progress into good jobs with better pay in sectors with growth opportunities. Annex 3 sets out the current and proposed sector focus for delivery.

3 IMPLICATIONS

a Financial

There are no new financial implications arising from the content of this paper.

b Legal

Legal advice has been provided to the Authority throughout the AEB commissioning process.

c Risk Management

No new risks arise from this update report. The Authority is managing the following risks:

- Delays to the commissioning process either grant funded or procurement;
- Future challenges by learners to the MCA on delivery of entitlement provision;

- d **Environmental**
Questions on social value have been built into the AEB procurement exercise; bidders are asked about the social value of their proposal, which may include environmental impact.
- e **Equality Impact Assessment**
AEB funding supports learning at lower levels including programmes that help overcome barriers to learning and support inclusive growth.
- f **Performance Management/Measuring Outcomes**
The Authority will manage the performance of AEB Providers. Grant funded providers will be paid on profile against their 3-year plans and subject to regular reconciliation. Contract for service providers will be managed against deliverables in their contract awards. All providers will be subject to the same Funding and Performance Management Rules.

Providers will report delivery through the ESFA’s Individualised Learner Record, which will be made available to the Authority allowing payments to be made to providers. They will continue to claim funding where appropriate through the Earnings Adjustment Statement.

The Authority will use ILR data and other information to review performance at key points during the year, with an option to reallocate funding where there is under-performance.

Although grant funded providers have developed 3-year plans, we will have an option to review progress before confirming our allocations for 2022-23. Similarly, procured contracts will have a break clause within each contract, should we need to re-negotiate their contract.

- 3 **Consideration of alternative approaches:**
This section is not applicable for this update paper.

- 4 **Issues the Overview and Scrutiny Committee may wish to consider ...**
Committee Members are invited to give their views on what for them would demonstrate successful landing of devolved AEB.

- 5 **Recommendations**
Committee to note progress with devolution of the AEB and the decisions taken to date.

- 6 **Appendices/Annexes**
 - Annex 1 – AEB procurement Lots**
 - Annex 2 – Responsibilities under devolution**
 - Annex 3 – Analysis of delivery by sector subject area and MCA priorities**

The following section is a legal requirement:

Report Author:	Helen George
Job Title:	Assistant Director Education, Skills and Employability
Officer responsible:	Helen Kemp
Organisation:	Sheffield City Region Mayoral Combined Authority Executive
Email:	helen.george@sheffieldcityregion.org.uk
Telephone:	0746 498 0561
Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield, S1 2BQ	
Other sources and references: Data sources: ESFA data cube under data sharing agreement.	

Lot 1 - Supporting residents into employment

Residents who will need support to enter/re-enter the workforce.

This Lot invites bids for provision which is complementary or additional to any national/regional or locally funded activity and should include at least the following activities:

- Provision that reduces the levels of digital/data exclusion which includes training, linking directly to skills acquisition into any of our key employment sectors with sustainable jobs
- All provision in this Lot should include basic (up to Level 2) English, Maths, and English to Speakers of Other Languages (ESOL)
- Digital should reflect the current national entitlement (as a minimum)
- Sector Work Academy Programme (SWAP) linked to key employment sectors.

Key employment sectors are:

- 1 - Health, Public Services and Care
- 4 - Engineering and Manufacturing Technologies
- 5 - Construction, Planning and the Built Environment
- 6 – Information and Communication Technology
- 7 - Retail and Commercial Enterprise
- 15 - Business, Administration and Law

Indicative Lot value: £3,550,000
Geography: Across South Yorkshire
Contract Values:
Min £250,000 Max £1,000,000

Lot 2 - Provision for adults in employment, self-employed or at risk of redundancy

Residents looking to reskill or upskill by gaining qualifications at higher levels. This Lot invites bids for provision which is complementary or additional to any national/regional or locally funded activity and should include at least the following activities:

- Support residents in low paid jobs¹ (earns less than £18,135.00 annual gross salary) to access opportunities to upskill or retrain, enabling them to progress in-work or move into new jobs with a focus on our key growth sectors
- Delivery of first fully funded Level 2 qualifications with a focus on our key sectors
- Delivery of second fully funded Level 2 which link directly to our growth sectors
- Delivery of a fully funded first Level 3 using accessible, modular, full and part-time flexible delivery models e.g. digital and blended learning linked directly to our key growth sectors.
- All provision in this Lot should include basic (up to Level 2) English, maths, and
- Digital should reflect the current national entitlement (as a minimum)

Key growth sectors

- 2 - Science and Mathematics
- 4 - Engineering and Manufacturing Technologies
- 5 - Construction, Planning and the Built Environment
- 6 – Information and Communication Technology
- 8 - Leisure, Travel and Tourism
- 9 - Arts, Media and Publishing
- 15 - Business, Administration, Finance and Law

Indicative Lot value: £3,550,000
Geography: Across South Yorkshire
Contract Values:
Min £250,000 Max £1,000,000

¹ £18,135.00 annual gross salary is based on the Real Living wage low-pay threshold of £9.30 (hourly rate in 2020/2021) and on the assumption of a 37.5-hour contract with paid statutory holiday entitlement. This figure will be kept under review in the event that the threshold changes. * Subject to change

Lot 3 – No young person left behind

This Lot invites provision which is complementary or additional to any national/regional or locally funded activity supporting South Yorkshire’s young people.

Support will be targeted at young people aged 19-24 who are Not in Employment Education or Training (NEET) or hidden NEETs.

A key worker model is the preferred approach with wrap around support which could include but is not limited to: Information Advice and Guidance; a tailored programme of activity including English, Maths and Digital (ESOL where appropriate) which focuses on raising aspiration and attainment. With an emphasis on providing opportunities to gain the skills and employability experience they need to enter a Traineeship; apprenticeship; employment or progress in further learning. We would expect bids in this Lot to include a significant social value component.

Approaches can include innovative end to end collaborative delivery models for specific cohorts of young people in each Local Authority area within South Yorkshire.

Indicative Lot value: £1,550,000
Contract Values: Min £50,000 Max £500,000
Geographic Maximum Call-off Contract Value for each are
Barnslev £193k Doncaster £289k Rotherham £337k Sheffield £731k

Lot 4 – Test and Learn Adult Key Worker Model

This Lot invites provision which is Grass root integrated delivery models focused on those adults 25+ that provide opportunities to achieve goals and outcomes that residents value. We would expect bids in this Lot to demonstrate a significant level of social value. With a key role for voluntary and third sector organisations working extensively with other partners and networks.

The focus will be on residents who face complex and/or multiple barriers and living in homes where there is intergenerational/family worklessness in our most deprived communities. Providing motivation to enable them to develop confidence and resilience, be more active members of their local community. Key outcomes will be sustained employment (and/or volunteering) alongside a recognition of the value of lifelong learning for future upskilling and or reskilling.

The tender could include but is not limited to a key worker model with individually tailored programmes. New approaches to flexible delivery and progression/destination tracking for up to a maximum of three years. Innovative end to end delivery models for specific cohorts of residents in each Local authority area within South Yorkshire

Indicative Lot value: £1,550,000
Contract Values: Min £50,000 Max £500,000
Geographic Maximum Call-off Contract Value for each are
Barnslev £249k - Doncaster £372k Rotherham £306k Sheffield £ 623k

AEB and Requirements of the Devolution Deal

Devolution transfers to the SCR MCA adult education functions under section 86 to 88 of Apprenticeships, Skills, Children and Learning Act (ASCLA) 2009, with the exception of functions relating to apprenticeships training, adult detention or any power to make regulations or orders. The following functions under section 86 to 88 will be exercisable by the CA for South Yorkshire from 1st August 2021 instead of by the Secretary of State:

- section 86 (education and training for persons aged 19 or over and others subject to adult detention);
- section 87 (learning aims for persons aged 19 or over: provision of facilities); and
- section 88 (learning aims for persons aged 19 or over: payment of tuition fees).

In addition, each Order also provides for the transfer of the Secretary of State's functions under section 90 of ASCLA 2009 which relate to the encouragement of education and training for persons aged 19 or over, and section 100(1) of ASCLA 2009 which relates to the provision of financial resources. These functions are transferred to the CA in relation to their area and will be exercisable concurrently with the Secretary of State.

The following conditions are set on the exercise of the transferred functions:

- the CA must adopt rules of eligibility for awards by an institution to which it makes grants, loans or other payments under section 100 of ASCLA 2009 in accordance with any direction given by the Secretary of State; and
- in exercising the transferred functions, the CA must have regard to guidance² issued by the Secretary of State (as amended from time to time or replaced by a subsequent document). The CA will give effect to the guidance within the context of local strategic priorities and circumstances.

Entitlement provision

Entitlements are set out in the ASCLA 2009, and enable eligible learners to be fully funded for the following qualifications:

- English and maths, up to and including level 2, for individuals aged 19 and over, who have not previously attained a GCSE grade A* - C or grade 4, or higher; and/or
- first full qualification at level 2 for individuals aged 19 to 23, and/or
- first full qualification at level 3 for individuals aged 19 to 23.

The Secretary of State will continue to be responsible for setting the minimum literacy and numeracy level required to operate in everyday life in accordance with section 88 of ASCLA 2009. The minimum level is currently set at Level 2 of the Regulated Qualifications Framework.

The Secretary of State will continue to be responsible for determining which qualifications are covered by the entitlement. The Department will annually publish the list of qualifications, up to and including the minimum level, which are covered by the entitlement. The Department is responsible for reporting against a consistent set of qualifications. Eligible learners exercising their entitlement must be enrolled on courses leading to qualifications from the specified list of qualifications.

The government has announced that a free entitlement to basic digital skills will commence from the beginning of AY 2020/21. This will operate in a similar way to the English and maths entitlement. The government will consult on new national standards for basic digital skills and the skills level at which to set the entitlement.

The CA will ensure equal access to English and maths provision under the entitlement for people with relevant protected characteristics under the Equality Act 2010. This may include access to provision of English for Speakers of Other Languages (ESOL) courses.

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AEB Enrolments by SSA/level for non-basic skills provision (2018 / 2019)

The following table shows the breakdown of EB funded activity by Sector Subject Area, excluding basic skills provision. Courses included here would be Preparation for Life and Work plus and regulated and unregulated short course provision.

Sector Subject Area	Not Applicable/ Not Known	Entry level	Level 1	Level 2	Level 3	2018 /19 Total
Agriculture, Horticulture and Animal Care		1	485	148	26	660
Arts, Media and Publishing		20	61	27	69	177
Business, Administration and Law		8	1,817	2,204	44	4,073
Construction, Planning and the Built Environment		24	669	239	34	966
Education and Training		2	1	527		530
Engineering and Manufacturing Technologies		5	123	1,423	21	1,572
Health, Public Services and Care		67	799	6,200	122	7,188
History, Philosophy and Theology		2			1	3
Information and Communication Technology		468	635	299	30	1,432
Languages, Literature and Culture		68	33	78	5	184
Leisure, Travel and Tourism		56	13	492	16	577
Preparation for Life and Work	16	2,154	6,474	791		9,435
Retail and Commercial Enterprise		9	1,120	2,485	30	3,644
Science and Mathematics		25	7	74	39	145
Social Sciences		2			55	57
Not Applicable						
Grand Total	16	2,911	12,237	14,987	492	30,643

The Authority has set as priority for both grant funded providers and contract for service providers the following sectors:

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Key growth sectors:

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