



<b>SKILLS COMMITTEE</b>	<b>AGENDA ITEM No: 1.4</b>
<b>11 NOVEMBER 2019</b>	<b>PUBLIC REPORT</b>

## **THE TERMS OF REFERENCE OF THE SKILLS COMMITTEE**

### **1.0 PURPOSE**

- 1.1. At its meeting on 25 September 2019 the Combined Authority Board agreed amendments to the Constitution which created new governance arrangements for the Combined Authority. The new arrangements took effect on 1 November 2019 and include significant delegation of decision making to the Skills Committee. This report sets out the new arrangements as they affect the Committee.

<b><u>DECISION REQUIRED</u></b>	
<b>Lead Member:</b>	<b>Councillor Holdich</b>
<b>Lead Officer:</b>	<b>Dermot Pearson, Interim Legal Counsel</b>
<b>Forward Plan Ref: N/a</b>	<b>Key Decision: No</b>
The Skills Committee is recommended to:  (a) Note the new governance arrangements for the Committee.	<b>Voting arrangements</b>  Simple majority of all Members

### **2.0 BACKGROUND**

- 2.1. At its meeting on 25 September 2019 the Combined Authority Board agreed amendments to the Constitution which created new governance arrangements for the Combined Authority. The new arrangements took effect on 1 November 2019. The new arrangements work by reserving some matters to the Combined Authority Board and delegating decision making on other matters to

the Skills Committee, subject to the Mayor's powers. The information set out below is limited to issues relevant to the Skills Committee.

### **Matters Reserved to the Combined Authority Board**

- 2.2. The adoption of certain plans, strategies and frameworks, and their amendment or withdrawal is reserved to the Combined Authority Board. Those plans and strategies include:
  - 2.1.1 The Business Plan and business cases for key priority projects identified in the Business Plan;
  - 2.1.2 The Skills Strategy;
  - 2.1.3 The Assurance Framework; and
  - 2.1.4 The Monitoring & Evaluation Framework.
- 2.3. This means that while the Committee may make recommendations on those reserved matters to the Combined Authority Board, the final decision on those matters is reserved to the Board. Key projects within the Business Plan include the University of Peterborough and responsibility for the devolved Adult Education funding.
- 2.4. Other matters reserved to the Combined Authority Board which relate to the work of the Committee include:
  - 2.4.1 Approving budget allocations for feasibility work from the non-transport feasibility fund;
  - 2.4.2 Approving business cases and loans to third party businesses including wholly owned subsidiaries;
  - 2.4.3 Approving applications to bid for external funding where there are wider budgetary implications, or the bid relates to a matter outside the strategic framework.
  - 2.4.4 Establishment of Trading Companies;

### **Matters Delegated to the Skills Committee**

- 2.5. The Committee has responsibility for agreeing education and skills programmes and projects within the budget and policy framework. This includes responsibility for ensuring all programmes and projects comply with the Assurance Framework and that they are monitored and evaluated in accordance with the Monitoring and Evaluation Framework. In any case where a proposal which the Committee would like to pursue does not fall within its delegated powers it can initiate proposals for the Combined Authority Board to approve. The committee is also responsible for overseeing the work of the Employment and Skills Board, an advisory panel of the Skills Committee, and any subgroups set up by the Board.
- 2.6. The main limitation upon the delegated powers of the Committee is that it must ensure all programmes and projects are within the scope of the strategic and

budget framework approved by the Combined Authority Board. Subject to that limitation the Committee’s responsibilities include:

- 2.6.1 Approving the commissioning of delivery partners where this is required and authorise the staged release of budget for education and skills projects in the Business Plan and funded from the Medium Term Financial Plan.
- 2.6.2 Overseeing the development of and approving all other education and skills programmes and projects not reserved to the Combined Authority Board.
- 2.6.3 Ensuring effective engagement and consultation is in place and can be evidenced.
- 2.6.4 Overseeing coordination with the Department of Work and Pensions on the Work and Health Programme and the Department for Education on the Opportunity Area programme.
- 2.6.5 Overseeing the delivery of the Health and Care Sector Work Academy (Innovation Pilot)

2.7. Chapter 9 of the Constitution (Skills Committee) is set out in full in the Appendix to this report.

### **3.0 FINANCIAL IMPLICATIONS**

3.1. As set out in the body of the report, expenditure by the Committee must be within the Business Plan and funded from the Medium Term Financial Plan.

### **4.0 LEGAL IMPLICATIONS**

4.1. The legal implications are set out in the body of the report. If decisions are made which are not in accordance with the Constitution they may be subject to legal challenge on that basis.

### **5.0 APPENDICES**

5.1. Appendix 1 – Chapter 9 of the Constitution (Skills Committee)

<b><u>Background Papers</u></b>	<b><u>Location</u></b>
Report to the meeting of the Combined Authority Board on 25 September 2019 – Governance (Decision Making) Review – and Decision Summary	<a href="#">Report 25 September 2019</a> <a href="#">Decision Summary</a> [Item 1.7]