

Combined County Authority Board		
Date	17 June 2024 – Annual General Meeting	
Report Title	Adult Education Budget Readiness Conditions	
Accountable EMCCA Board Member	Mayor Claire Ward	
Accountable Chief Officer	Mark Rogers, Interim Chief Executive	
Accountable Employee	Craig Moffatt, Senior Programme Manager	
Report has been considered by	Informal Board	
Key decision	No	
Public Report	Yes	
Voting Arrangements	A: simple majority including the Mayor	
Recommendation(s) for action or decision:		
The Combined County Authority is recommended to:		
A	Ratify the Adult Education Budget Readiness Conditions that were submitted to the Department of Education on 31 May 2024.	

1. Purpose

- 1.1 Inform the Board of the development and subsequent submission of the Adult Education Budget (AEB) readiness conditions to the Department of Education (DfE) on 31 May 2024.
- 1.2 To ask the Board to ratify the Adult Education Budget Readiness Conditions that were submitted to the DfE on 31 May 2024.

2. Background

- 2.1 The AEB is the most significant skills budget currently devolved to EMCCA, worth in the region of £53m annually from August 2025. To receive devolved AEB, EMCCA needs to evidence its readiness to deliver. The Board was made aware that the first stage of this process was for EMCCA to submit a response to a set of AEB readiness conditions set by the DfE by 31st May 2024, which included:

- A letter from the Chief Executive confirming how EMCCA will improve the delivery of adult education functions in the area and associated improvement of outcomes for residents.
- A completed self-assessment checklist and supplementary evidence that shows how EMCCA will effectively deliver the operational processes and functions to support the AEB delivery.
- An AEB Strategic Skills Plan.

- 2.2 At its meeting held on 20 March 2024 the EMCCA Board were informed that given the timing of the Mayoral election and dates of future meetings there would be no further opportunity to obtain Board approval on the proposed readiness submission prior to the deadline of 31 May 2024.
- 2.3 On this basis the Board agreed to approve delegation to the Interim Chief Executive of the submission of the AEB readiness conditions, subject to consultation with members of the constituent councils, for final ratification at EMCCA Board in June. **This report seeks that final ratification.**
- 2.4 To fulfil the delegated approval, additional consultation with members of the constituent councils was held at Informal Leaders Board held on 22 April 2024, which involved setting out EMCCA current position in relation to each element of the readiness conditions. This raised no key concerns and enabled officers to continue developing the readiness documentation up to the submission date.
- 2.5 It is important to remind the Board that the DfE recognises the EMCCA was less than three months old at the time of submitting its response and where processes, systems, communications, documentation are not fully developed, the submission had to demonstrate a timeline of when EMCCA will arrive at a final position. The DfE have also been made aware that the information contained in the readiness submission is in draft, subject to ratification by the EMCCA Board for which this report is seeking.
- 2.6 Looking forward, the Board should note that EMCCA now has in post a dedicated AEB Programme Manager who has substantial experience of designing, developing and delivering devolved AEB at both West Yorkshire Combined Authority and South Yorkshire Mayoral Combined Authority, and as work takes place over the coming months to develop the key processes, systems and policies, EMCCA Officers will seek relevant approvals in a timely manner and in accordance with the established EMCCA governance and decision-making structures.
- 2.7 Also, to note is that AEB is changing its name to Adult Skills Fund (ASF) in 2024/25 academic year via a DfE national rebranding process. However, this will have been in place for a year before ASF goes live in EMCCA, will not impact on the type of training provision to be delivered when this is devolved to EMCCA in 2025/26. Updates at future MCA boards will be provided on progress and on any changes from DfE.

3. Proposal

- 3.1 The Combined County Authority is recommended to ratify the AEB readiness conditions that were submitted to the Department of Education on 31 May 2024 in line with the agreed delegation provided to the Chief Executive on 20 March 2024.
- 3.2 The readiness conditions are set out in the attached appendices:
- Appendix 1 - CEO letter
 - Appendix 2 - Self Assessment Check List
 - Appendix 3 - Supplementary evidence
 - Appendix 4 - Draft AEB Strategic Skills Plan
- 3.3 These appendices are attached to this report.

4. Appendices

- 4.1 Appendix 1 - CEO letter
- 4.2 Appendix 2 - Self Assessment Check List
- 4.3 Appendix 3 - Supplementary evidence
- 4.4 Appendix 4 - Draft AEB Strategic Skills Plan

5. Implications

Financial Implications

- 5.1 There are no direct financial implications relating to this report, any financial implications were set out in the report to Board on 20 March 2024.

Legal Implications

- 5.2 Evidencing readiness to deliver adult education functions is required by Government for them to make the order to devolve statutory functions to the Combined County Authority.

Other Significant Implications

- 5.3 There are no other implications identified within the body of this report.

Background Papers

- 5.7 [The East Midlands Combined County Authority Regulations 2024 \(legislation.gov.uk\)](#)
- 5.8 EMCCA Board Paper – [County Combined Authority Strategic and Investment Framework Report](#)
20 March 2024