

Appendix 1

Readiness conditions

Governance
A clear constitution (or similar document) which details: <ul style="list-style-type: none">the governance framework and operating principles including investigations /complaints whistleblowing policy for the combined authority
Internal Audit Committee awareness of the AEB devolution project.
Is the project on your risk register and has it been audited (or is due to be) and a report made
Financial
Compliance with the Local Audit and Accountability Act 2014¹
Please provide confirmation that your Internal Audit team are aware of their responsibilities towards this funding stream to verify processes and controls.
Procurement
What plans, systems and processes you have for procuring AEB provision and how will you ensure compliance with the appropriate legal regulations for procurement.
Contracting and funding agreements
Are contracting arrangements planned which: <ul style="list-style-type: none">reflect the type of organisation you are contracting with (i.e. not for profit organisation - college/local authority or commercial provider)

¹ This Act requires you to have in place an external audit arrangement to annually report on whether your accounts and statements present fairly the financial position and whether you have put in place proper arrangements for securing economy, efficiency and effectiveness in the use of resources to secure value for money.

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| <ul style="list-style-type: none"> • define the terms and conditions for provision funded through the AEB? • allow for varying contracts, if required • the standards you expect providers to adhere to. | |
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Payments

Planned processes to make payments against **your** AEB policy and funding rules

AEB policy: funding rules and learner eligibility. Provider allocations and Funding Formula and Rates

Clear draft documented rules and principles that safeguard public funding.

The rules should confirm how funding is earned, learner eligibility, contracting and sub-contracting, evidence requirements, payment and performance management arrangements for AEB funding.

The rules should also confirm the commissioning strategy.

How and when will you publish funding rules, provider funding agreements or contracts and their allocations

Data collection and reporting

Do you have a data sharing agreement in place with the department?

Do you have additional requirements for data **held / not held** by the department to support your operational processes?

If yes, have you balanced the need for this data against the possible impact on providers?

Provider management

Provider Management arrangements which plan to assess provider performance including: Financial Health, intervention and minimum standards policy.