

## Appendix 1 – AEB Delegations Table

	Decision	Decision maker	Rationale
1	To approve or vary the AEB Strategy as required, including: <ul style="list-style-type: none"> <li>Interim review 2021 (aligning to Mayoral priorities)</li> <li>Refresh 2024</li> </ul>	Combined Authority	<p>The Strategy governs funding principles and will be revised in line with governance and assurance processes.</p> <p>Conflicts of interest are managed under the Members' Conflicts of Interest policy.</p>
2	To agree the governance arrangements for AEB functions	Combined Authority	The Combined Authority is responsible for agreeing how its functions, including AEB functions, are discharged.
3	To approve the Funding Rules and Performance Management Framework	<p>Managing Director</p> <p><del>Combined Authority</del></p>	<p>The Rules and Framework are part of the suite of contractual documents, and are therefore operational in function.</p> <p>The documents set out clear parameters for contractual decisions, which can appropriately and effectively be carried out by officers in line with the strategic direction from the Combined Authority.</p> <p>The Managing Director may refer this approval to the Employment and Skills Committee for recommendations, where wider sector expertise and consultation is desired.</p> <p>Members will need to ensure that conflicts of interest are declared, however a dispensation may be granted to allow a balanced and informed discussion</p>
4	To reallocate budget in response to underperformance / over performance outside	<p>Managing Director</p> <p><del>Combined Authority</del></p>	Decision on funding usage, in line with strategic direction.

	performance management framework.		<p>The Managing Director may refer this approval to the Employment and Skills Committee for recommendations, where wider sector expertise and consultation is desired.</p> <p>Members will need to ensure that conflicts of interest are declared, however a dispensation may be granted to allow a balanced and informed discussion.</p>
5	To make interim changes to the policy and / or AEB Strategy in response to emerging economic needs, crisis responsiveness or similar.	<p>Employment and Skills Committee</p> <p>Combined Authority</p>	<p>Decision on interim measures that affect operation, responding to economic needs in line with sector intelligence.</p> <p>Members will need to ensure that conflicts of interest are declared, however a dispensation may be granted to allow a balanced and informed discussion.</p> <p>The Employment and Skills Committee may refer this approval to the Combined Authority with a recommendation, if there is a significant deviation from the WY AEB Strategy.</p>
6	To determine Grant Agreement Allocations & Procurement values – annually agreed in March (once West Yorkshire AEB allocation confirmed)	Managing Director	<p>Grant allocation amounts will be determined in accordance the methodology outlined in the AEB Strategy as approved by the Combined Authority.</p> <p>Approval of top line procurement values by the Managing Director while ensuring clear methodology has been followed which aligns to the Strategy.</p>
7	To agree contracts for Services awarded through procurement and in March annually based on	> £1m – Managing Director	In accordance with the AEB Strategy, Combined Authority Procurement Strategy, Funding Rules, Performance

	performance management framework.	< £1m – Director of Economic Services	Management Framework, and Contracts Standing Orders
8	<p>New procurement rounds:</p> <ul style="list-style-type: none"> <li>Planned responsiveness pot</li> <li>Refresh after 4 years</li> </ul> <p>Bringing on new providers in light of provider base failure</p>	<p>&gt; £1m – Managing Director</p> <p>&lt; £1m – Director of Economic Services</p> <p>Advised by AEB Performance Group and ESP</p>	<p>In accordance with the AEB Strategy, as approved by the Combined Authority.</p> <p>ESP may make recommendations to the Combined Authority on any such decision.</p> <p>Conflicts of interest are managed under the Members' Conflicts of Interest policy.</p>
9	To approve or vary the AEB Procurement Strategy	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	In accordance with the AEB Strategy and with the Combined Authority's Procurement Strategy
10	To approve overperformance and contract Growth requests	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>In accordance with the mechanism set out in the Performance Management Framework, as approved by the Combined Authority.</p> <p>Technical expertise and performance data available at AEB Performance Group level.</p>
11	Underperformance and contract reduction / termination	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Clear mechanism will be outlined in Funding Agreements, Performance Management Framework, which will be approved by the Combined Authority ahead of implementation.</p> <p>Technical expertise and performance data available through the AEB Performance Group.</p>

12	To approve Funding clawback	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Clear mechanism will be outlined in Funding Agreements, Performance Management Framework which will be approved by the Combined Authority, along with Audit plans.</p> <p>Technical expertise and performance data available at AEB Performance Group level.</p>
13	To agree Delivery plans agreed annually with providers variation approval based on performance and/or responsiveness	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Expertise regarding technical delivery and alignment to strategy available from the AEB Performance Group.</p> <p>Will deliver strategic aims as set by the Combined Authority.</p> <p>Employment and Skills Panel will be informed of any decisions, in line with Conflicts of Interest policy.</p>
14	To add subcontractors to delivery plans within year upon request annually	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Expertise regarding due diligence and strategic appropriateness is available from the AEB Performance Group.</p> <p>In accordance with the Funding Rules which outline strict requirements regarding subcontracting practice.</p> <p>Responsiveness required in year to ensure delivery timescales are met</p>
15	To approve subcontracting where not already approved under current ESFA regulations. ESFA guidance available <a href="#">here.</a>	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Expertise regarding due diligence and strategic appropriateness available from the AEB Performance Group. Funding rules outline requirements regarding subcontracting practice.</p> <p>Responsiveness required in year to ensure delivery timescales are met.</p>

16	To make minor technical or process driven amendments to the Funding Rules in line with strategic direction set by the Combined Authority.	Sub delegated from the Managing Director to the Director of Employment & Skills / Head of Employment and Skills	<p>Any amendments must remain in accordance with the AEB Strategy, as approved by the Combined Authority.</p> <p>Swift decisions needed to minimise any impact of responsiveness on delivery – decisions are predominantly technical, and process driven.</p>