

**OFFICIAL**Hull and East Yorkshire Combined Authority28<sup>th</sup> November 2025 11:00amAura, Bridgehead Business Park, HesslePRESENT:-

Mayor Luke Campbell, Councillors Coultish (substituting for Councillor Handley), Dad, Ross, and Tucker, J. Evison (Humberside Police and Crime Commissioner), J. Adamson (Hull and East Yorkshire Skills Board Chair) and J. Speedy (Hull and East Yorkshire Business Board Chair).

IN ATTENDANCE:-

Councillor Meredith (Chair of the HEYCA Overview and Scrutiny Committee), A. Menzies (Interim Chief Executive), J. Neilson (Interim Director of Finance), T. Maione (Interim Monitoring Officer), and L. Hawkins (Democratic Services Officer).

M. Heppell (Strategic Director of Human Resources and Organisational Development) minutes 55, 55, 62, and W. Dunnett (Strategic Transport Lead) minute 58.

APOLOGIES:-

Councillor Handley.

Minute No.	Description/Decision	Action By/Deadline
<b>PROCEDURAL ITEMS</b>		
50.	<b>DECLARATIONS OF INTEREST</b>  No declarations of interest were received in relation to the items that follow below.	
51.	<b>MINUTES OF THE HULL AND EAST YORKSHIRE COMBINED AUTHORITY EXECUTIVE BOARD MEETING HELD ON 22<sup>ND</sup> OCTOBER 2025</b>  <b>Agreed</b> – that the minutes of the Hull and East Yorkshire Combined Authority Executive Board held on 22 <sup>nd</sup> October 2025 be approved as a true and correct record.	

**OFFICIAL**

52.	<p><b>ANNOUNCEMENTS FROM THE MAYOR</b></p> <p>The Mayor provided the following announcements. After the Government's announcement on police governance reform, the Police and Crime Commissioner wrote to the Leaders and Mayors across the Humber. I welcomed his update. I agree that we should all meet early in the new year once the White Paper is published. We know this is an uncertain time for his office and staff and we will approach this transition in a sensible way and a collaborative way.</p> <p>Secondly, we have secured £30m from the Local Growth Plan Fund. This was great news for our region. This fund will support the priorities in our Local Growth Plan. Our consultation on the plan is also now live. This is a major piece of work for the Combined Authority. It sets out our long-term priorities for transport, skills, and economic development.</p> <p>Thirdly, I am sure everyone is aware that the Mayor's now have the option to introduce an overnight levy. I would like to approach this in a different way. I am speaking to the team and getting some advice on consultations and on seeing if there is an option where actually the levy is optional. It would give people an opportunity if they wanted to contribute into tourism in the region. Then they have the choice to do so or not. I think it would take all the stress away from businesses if people have an option whether they want to contribute or not and if they would like to contribute it would then get recycled back into the system back into tourism and make the region a better place. I am happy to speak to the Leaders and everyone around the table, and put some papers together for next board meeting.</p>	
53.	<p><b>PUBLIC QUESTIONS</b></p> <p>The Democratic Services Officer confirmed that the following public question had been received.</p>	

**OFFICIAL**

	<p><b>Question received from Mr Morris.</b>  Has the board actively considered the voices of young people as key stakeholders in its decision-making processes, and would it be open to establishing a Young People's Advisory Board to ensure local young people have a structured opportunity to influence and shape the board's work moving forward.</p> <p><b>The Mayor provided the following response.</b>  Thank you Mr Morris for your question. Young people do matter for this region. A lot of decisions we make on skills, transport, regeneration, digital access affects them directly.</p> <p>Their views already come through in so many of our round table discussions that we have been holding with partners.</p> <p>You have suggested setting up a new people's advisory board. I understand why but I think creating another pane is not the right approach. It would mean extra costs, extra infrastructure, extra meetings and extra effort.</p> <p>We already have two strong youth panel parliaments in Hull and East Riding. They work well. They involve hundreds of young people and they are trusted by both councils. It makes more sense to build on what already exists rather than starting something new. I have asked the officers to look at how we can create a clear route for the youth parliaments to feed into our work including the Local Growth Plan. Young people have a direct voice in the decisions that we take. Thank you again for raising this question. If Mr. Morris could follow up with my office, I will ensure he is kept up to date straight away. Thank you.</p>	
54.	<p><b>REPORTS FROM ANY OTHER COMMITTEE OF THE COMBINED AUTHORITY</b></p> <p>Councillor Meredith (Chair of the Overview and Scrutiny Committee) attended the meeting to provide the Board with an overview of the work that the Committee had undertaken.</p>	

**OFFICIAL**

	<p>He began by thanking the Board for inviting him to the meeting. He explained that he was glad to be able to be here to have that link between scrutiny and between the board. Ultimately everybody around the table would feed into all the decisions that get made and all the actions that the authority takes; that scrutiny has spent an inordinate amount of hours discussing many, many things; that there was a century's worth of experience around that table with councillors from across the region including urban and rural areas and so he would like to think that the assessments the committee could undertake and the oversight it could offer would mean that every decision made by the Authority could be better informed and more well-rounded. A really good example of that was the Community Fund discussed a meeting or two ago. The Fund was focused almost entirely on the areas most in need that were described or defined as deprivation. The Scrutiny Committee looked at this and realised that isolation was the other side of that coin and recommended that isolation be a measure both in accessibility but also in any prioritisation and that was something that this Board recognised.</p> <p>The Board thanked Councillor Meredith for attending and for the work that was being carried out by the Overview and Scrutiny Committee.</p>	
55.	<p><b>HEYCA PAY AND GRADING FRAMEWORK</b></p> <p>The Interim Strategic Director of Human Resources (HR) and Organisational Development (OD) submitted a report that requested approval to implement the pay and grading framework aligned to the National Joint Council pay spines for the Hull and East Yorkshire Combined Authority (HEYCA).</p> <p>The Board was informed that appointments would be made to the lowest scale of each grade and that the grades had been benchmarked against other local government organisations.</p> <p>A discussion took place and members commented that there were a number of issues which required further work; that the salaries seemed to be higher than other Combined Authorities which were larger</p>	

**OFFICIAL**

	<p>organisations, and that there had been criticism of other Mayor's for the salaries that were being paid in their Authorities.</p> <p><b>Moved by Councillor Tucker and seconded by Councillor Dad</b></p> <p>That the approval of the Pay and Grading Framework for implementation in the Combined Authority, with a review period of 12 months to enable amendments to be made should they be needed, be delegated to the Mayor and Councillors Handley and Ross in consultation with the Interim Chief Executive.</p> <p><b>Motion carried.</b></p>	
56.	<p><b>HEYCA HR POLICY FRAMEWORK</b></p> <p>The Interim Strategic Director of Human Resources and Organisational Development submitted a report requested approval of the policy review schedule and current completed policies by the Executive Board to enable the Authority to implement them immediately.</p> <p>A discussion took place and members commented that the policies were key documents for the Authority and that a review would be required at the appropriate time.</p> <p><b>Moved by Councillor Dad and seconded by Councillor Tucker</b></p> <ol style="list-style-type: none"> <li>a. That the Executive Board approves the draft policy review schedule for adoption by the Combined Authority along with the timeframes for adoption of individual policies, and</li> <li>b. That the Executive Board approve the attached draft HR policies for adoption by the Combined Authority, namely: <ul style="list-style-type: none"> <li>• Other Leave (including Maternity leave, Paternity Leave, Adoption leave, Bereavement leave, Jury Service leave and Family leave)</li> </ul> </li> </ol>	

**OFFICIAL**

	<ul style="list-style-type: none"> <li>• Absence Management</li> <li>• Recruitment and Selection</li> <li>• Travel, Accommodation and Subsistence.</li> </ul> <p><b>Motion carried.</b></p>	
57. <b>COMBINED AUTHORITY INVESTMENT</b>	<p>The Strategic Lead – Investment submitted a report which provided the Board with an update on the development of a Strategic Investment Framework and requested that the Board approved the establishment of an Investment Board and an Independent Advisory Panel.</p> <p>The Interim Monitoring Officer explained that there was an error within the Investment Board Terms of Reference in that section 2 should read 'that investment decisions relating to and/or crossing into other portfolio areas (for example skills, transport, housing and health) will be made in consultation with the relevant portfolio holders and that any portfolio holder has the right to attend the Investment Board when it considers funds in the scope of their portfolio.</p> <p>The Board confirmed that it was content with the amendment as outlined by the Interim Monitoring Officer.</p> <p>Members were informed that the manner in which the Combined Authority dealt with investment was crucial and that the proposals had been subject to extensive consultation.</p> <p>A discussion took place and members raised the following matters –</p> <ul style="list-style-type: none"> <li>i. That there were some concerns in relation to the governance procedures around investment and it was suggested that the Overview and Scrutiny Committee undertook a review at an appropriate time to provide assurance, and</li> <li>ii. That the proposals seemed well grounded in relation to inward investment and whether the 'single front door' approach</li> </ul>	

**OFFICIAL**

	<p>would be reviewed. The Interim Chief Executive explained that a single point of contact for inward investment in the region was something that the local authorities and Mayors were working towards and that the setting up of a regional board was being looked at.</p> <p>Members of the Board commented that it was not helpful to have what would appear to be competing boards across the region. The Interim Chief Executive explained that the issue would be picked up however the Combined Authority needed to have a structure for investment in place.</p> <p><b>Agreed –</b></p> <ul style="list-style-type: none"><li>a. That the Board notes the update on work to establish core HEYCA investment capabilities;</li><li>b. That the Board agrees to establish a HEYCA Investment Board, as envisaged in the adopted Portfolio Arrangements, and an Independent Advisory Panel, in line with the Terms of Reference enclosed at Appendix 1 and Appendix 2;</li><li>c. That the Board agrees to delegate final decisions on membership to the Portfolio Holder for Investment, in consultation with the Mayor, the Portfolio Holder for Skills, and the Chief Executive, and</li><li>d. That the Board agrees to instruct the Monitoring Officer to make the minimum amendments necessary, if any, to the Combined Authority's Constitution, the Single Assurance Framework and any other element of the Governance Framework to implement the recommendations in this report.</li></ul> <p><b>Reasons for Recommendations</b> Executive Board members, at their meeting on 25 July 2025, agreed the report, Allocation of Portfolios 2025/26.</p>
--	---

**OFFICIAL**

	<p>That report set out the arrangements for each Portfolio including, at paragraph 16(c) (p.28), that the Investment Portfolio Holder, Cllr Handley, would “Convene and Chair an Investment Board to make recommendations to the HEYCA Board”. Accordingly, this report sets out, at Appendix 1, terms of reference for an Investment Board, including an outline of intended membership.</p>	
58.	<p><b>NOTIFICATION OF INTENT – PRINCIPLE FOR BUS GRANT FUNDING ALLOCATIONS AND DELEGATED AUTHORITY 2026/27</b></p> <p>The Interim Chief Executive submitted a report which requested the Board to agree how the Hull and East Yorkshire Combined Authority (HEYCA) would manage and pass on the Department for Transport's (DfT) Bus Grant and Delegated Authority for 2026/27.</p> <p>The Interim Strategic Transport Advisor explained that the proposed approach would assist in protecting and planning important services, and that the proposed delegations would allow the Combined Authority to move forward once the funding allocations were announced by the Department for Transport.</p> <p>Members commented that health and wellbeing was a priority for the Mayor however it had not been included as one of the transport ambitions set out within the report.</p> <p><b>Moved by Councillor Coulthish and seconded by Councillor Dad</b></p> <p>a. That the Board agrees that Department for Transport (DfT) Bus Grant funding for 2026/27 will be received by HEYCA as the accountable body, and delegated subject to mutual agreement of spending plans and allocations.</p> <p>To note: It is anticipated that allocations will be received on a proportional basis by the constituent authorities. Should the DfT issue a consolidated block bus grant, the distribution of funds will be undertaken in</p>	

**OFFICIAL**

	<p>accordance with the 2025/26 allocation formula applied by the DfT;</p> <p>b. That the Board approves that this delegation will be governed through a formal agreement under Section 101 of the Local Government Act 1972, setting out roles, responsibilities and assurance requirements;</p> <p>c. That the Board confirms that all Bus Grant expenditure must align with the Mayor's transport ambitions to:</p> <ul style="list-style-type: none"> <li>- Improve access and connectivity;</li> <li>- Ensure inclusive, reliable and affordable transport links;</li> <li>- Increase long-term investment in sustainable public transport; and</li> <li>- Support other Mayoral priorities including housing, jobs, skills, health and wellbeing, and the environment.</li> </ul>
--	--

**Motion carried.**Reasons for Recommendations

- Since 2022/23, DfT has provided Bus Service Improvement Plan (BSIP) funding to support local bus services. From 2025/26, this has been rolled into a single Bus Grant managed through Mayoral Combined Authorities.
- HEYCA will receive the funding directly from DfT and passport it to Hull City Council and East Riding of Yorkshire Council. DfT may not confirm the 2026/27 allocation until December 2025, so early approval of this principle is vital to allow both authorities to plan bus contracts for April 2026.
- This decision will ensure:
  - Continuity of service through delegation to experienced local teams.
  - Arrangements are in line with Section 101 agreements, which define responsibilities and assurance.
  - Shared management of financial and operational risks.

**OFFICIAL**

	<ul style="list-style-type: none"> <li>• This approach is intended to focus on partnership and readiness for enhanced partnership options which are currently undergoing a consultation. It also uses learning from other MCA bodies such as York and North Yorkshire who have developed a similar process to ensure continuity of service.</li> </ul>	
59. <b>BUDGET OUTLOOK 2025-26</b>	<p>The Interim Director of Finance submitted a report which informed the Executive Board of the forecast financial position for 2025-26.</p> <p>The Board was informed that –</p> <ol style="list-style-type: none"> <li>i. The forecast outturn position for 2025-26 was a surplus of £0.7m, based on information available as at 30 September 2025;</li> <li>ii. That it was proposed to transfer any surplus on the Investment Fund budget at outturn to an Investment Fund earmarked 'reserve'.</li> <li>iii. That there was a surplus of £358,000 relating to employee costs due to the move from interim to more permanent arrangements, and</li> <li>iv. That there was investment income of £287,000.</li> </ol> <p>A discussion took place and members queried whether the Community Investment Fund was likely to be fully committed within the financial year. The Interim Finance Director explained that there was an assumption that it would be fully committed however there were no firm agreements of funding as yet.</p> <p><b>Moved by Councillor Tucker and seconded by Councillor Coulthish</b></p> <p>That the Executive Board approves the transfer of any surplus on the Investment Fund budget at outturn to an Investment Fund earmarked reserve.</p>	

**OFFICIAL**

	<b>Motion carried.</b>	
60.	<p><b>HULL AND EAST YORKSHIRE COMBINED AUTHORITY AND THE ARMED FORCES COVENANT, THE CARE LEAVERS COVENANT AND THE WHITE RIBBON AGREEMENT</b></p> <p>The Interim Chief Executive submitted a report which sought approval for the Hull and East Yorkshire Combined Authority (HEYCA) to formally sign three significant national covenants and pledges — the Armed Forces Covenant, the Care Leavers Covenant, and the White Ribbon Pledge — as part of HEYCA's commitment to community wellbeing, equality, and social responsibility.</p> <p>The Board was informed that there was an intention to appoint Champions from within the Combined Authority for each covenant or accreditation and that both local authorities had signed the White Ribbon Pledge.</p> <p>A member of the Board queried whether the Combined Authority would be an endorsed White Ribbon organisation and whether the Mayor would become a White Ribbon Ambassador. The Mayor confirmed that he would be happy to look into both suggestions.</p> <p><b>Moved by Councillor Tucker and seconded by Councillor Ross</b></p> <ul style="list-style-type: none"> <li>a. That the Board approves the Mayor's signature, on behalf of HEYCA, (1) the Armed Forces Covenant; (2) Care Leavers Covenant and (3) White Ribbon Pledge;</li> <li>b. That the Board agrees to delegate to the Head of Paid Service the appointment of a Champion for each Covenant or Accreditation;</li> <li>c. That the Authority works in partnership with its constituent authorities and other partners to further the causes covered by each of these covenants and to report progress periodically to Executive Board, and</li> </ul>	

**OFFICIAL**

	<p>d. That the Board agrees to delegate to the Head of Paid Service all actions necessary to implement the foregoing recommendations.</p> <p><b>Motion carried.</b></p> <p><u>Reasons for Recommendations</u></p> <ul style="list-style-type: none"> <li>• Signing the Covenants at the Combined Authority level will help reinforce HEYCA's role in regional leadership by demonstrating support, along with enabling more strategic coordination across the constituent authorities and partners. Both Hull City Council and East Riding of Yorkshire Council are already signatories to all three covenants. By joining, HEYCA demonstrates alignment with constituent authorities and provides a collective approach, coordination, and visibility.</li> <li>• In addition, signing reinforces HEYCA's commitment to equal treatment, respect and fairness for everyone. It enhances community trust by showing proactive support for key social causes, which can result in economic benefits.</li> <li>• Although HEYCA is not currently legally obliged under the Armed Forces Act 2021, entering the Armed Forces Covenant as recommended positions HEYCA ahead of potential legislative developments expanding Covenant duties. Government has announced plans to extend the duty (from the current housing, education and healthcare) to include more policy areas (social care, employment and transport) which will mean HEYCA will be required to give due regard to the Covenant's principles in any event.</li> </ul>	
61.	<p><b>URGENT ITEM</b></p> <p><b>Agreed</b> – that the following report be taken as an urgent item for the following reasons –</p> <p>In order to deliver the Mayoral priorities and to maximise benefit to the people, businesses, visitors - all communities - within Hull and East Riding it is</p>	

**OFFICIAL**

	<p>necessary to move forward from an interim structure through a process of making substantive appointments for HEYCA as quickly as possible. A compliant, full and objective recruitment and selection process, to enable this major step forward needs to commence as quickly as possible to enable this desired progress. For these reasons, it is considered appropriate that this report be taken, as an exception, under special urgency provisions.</p>	
<p><b>62. SENIOR STAFFING STRUCTURE</b></p> <p>The Interim Chief Executive and Mayor Luke Campbell submitted a report which provided the structure for Executive and Director level posts for the Hull and East Yorkshire Combined Authority.</p> <p>The Strategic Director of Human Resources and Organisational Development explained –</p> <ul style="list-style-type: none"> <li>i. That significant consultation on the proposed staffing structure;</li> <li>ii. That all job roles would be subject to an independent job evaluation process;</li> <li>iii. That the Mayor wanted to avoid silo thinking and there was a need for connection between the various programmes within the Combined Authority;</li> <li>iv. That currently the Authority was functioning on a structure of agency staff and secondments. It was recognised that it was not a stable workforce and there was a need to move at pace to a permanent structure, and</li> <li>v. That currently the staffing costs were indicative as a job evaluation process had not yet been undertaken.</li> </ul> <p>A discussion took place and members raised the following matters –</p> <ul style="list-style-type: none"> <li>i. That there was a support for the approach in keeping a lean staffing structure and members queried when the Authority</li> </ul>		

**OFFICIAL**

	<p>would be in a position to recruit permanent members of staff. The Strategic Director of Human Resources and Organisational Development explained that it was expected that adverts for the top level posts would be placed before Christmas 2025 and appointments would commence in post before the start of the new financial year, and</p> <p>ii. That the way in which staff worked together was important and the development of a positive culture within the organisation was critical.</p> <p>The Interim Chief Executive explained that a Human Resources consultancy had been appointed to assist in the recruitment of senior level posts; that the point made in relation to the culture if the organisation was important and a one team approach would be fostered; that within the structure there was a lead officer for investment which would pick up the issues raised early about a one door approach for potential inward investment, and that the Board would be asked to consider the appointment of individuals in January, February and March 2026.</p> <p><b>Moved by Councillor Tucker and seconded by Councillor Coulthish</b></p> <ul style="list-style-type: none"><li>a. That the Board notes the content of this paper;</li><li>b. That the Board approves the structure for Executive and Director level posts</li><li>c. That the Board agrees to authorise the Interim Chief Executive to convene the Employment Panel, make appointments to the Panel as per the agreed Terms of Reference and proceed with the recruitment of Executive and Director posts, and</li><li>d. That the Board delegates the authority to approve and recruit posts below the</li></ul>	
--	---	--

OFFICIAL

**OFFICIAL**

	Executive and Director level to the Interim Chief Executive.	
--	---	--

**Motion carried.**

**OFFICIAL**

OFFICIAL