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Date: Wednesday, 18 June 2025

Dear Board Member,

HEY Combined Authority

The next meeting of the **HEY Combined Authority** will be held at **11:00** on **Thursday, 26 June 2025** in **Aura, Bridgehead Business Park, Hessle.**

The Agenda for the meeting is attached and reports are enclosed where relevant.

Please Note: It is likely that the public, (including the Press) will be excluded from the meeting during discussions of exempt items since they involve the possible disclosure of exempt information as describe in Schedule 12A of the Local Government Act 1972.

Yours faithfully,

A handwritten signature in black ink, appearing to read "L. Hawkins".

Democratic Services Officer



Town Clerk Services, Hull City Council,
The Guildhall, Alfred Gelder Street, Hull, HU1 2AA

Hull and East Yorkshire Combined Authority Executive Board

To: **Membership:**

Mayor Luke Campbell, Councillors Ross and Dad (Hull City Council), Councillors Handley and Tucker (East Riding of Yorkshire Council), J. Evison (Humberside Police and Crime Commissioner), J. Adamson (HEY Skills Board) and J. Speedy (HEY Business Board).

HEY Combined Authority Officers:

M. Rogers Interim Chief Executive

A. Mays (Interim Strategic Adviser Resources)

J. La Grua (Interim Monitoring Officer)

J. Neilson (Interim Director of Finance/Section 73 Officer)

For Information:

Guildhall Reception (public set)

HEY Combined Authority

11:00 on Thursday, 26 June 2025

Aura, Bridgehead Business Park, Hessle

A G E N D A

PROCEDURAL ITEMS

1 Apologies

To receive apologies for those Members who are unable to attend the meeting.

2 Declarations of Interest

To remind Members of the need to record the existence and nature of any Personal and Discloseable Pecuniary interest in items on the agenda, in accordance with the Authority's Constitution.

3 Minutes of the Meeting held on 28 May 2025

7 - 22

To approve the minutes as a true and correct record.

4 Public Questions

There will be a period of up to 30 minutes during which members of the Authority will answer questions put by members of the public on matters for which the Combined Authority has a responsibility.

Any person or organisation wishing to put a question should contact Louise Hawkins, Democratic Services Officer for guidance on the procedure.

NON-EXEMPT ITEMS

- 5 To Note the Mayor and other Combined Authority Members and Appoint the Co-Optees and Substitute Member**
- Details
- 6 Announcements from the Head of Paid Service**
- Details
- 7 Appointment of Committees of the Authority 23 - 36**
- This report is to enable the Combined Authority to determine the Committee structure it requires to manage its business in the 2025/26 municipal year.
- 8 To Agree and Note Combined Authority Officer Arrangements - Operating Model and Resourcing 37 - 52**
- To approve the officer arrangements for the Hull and East Yorkshire Combined Authority.
- 9 To Approve any Constitutional Documents Not Considered Under Any Other Item**
- Details
- 10 Appointment to Outside Bodies 53 - 58**
- The purpose of this report is to present to the Combined Authority the Outside Bodies to which appointments are made on an annual basis.
- 11 Report on Allowances from the Independent Remuneration Panel 59 - 74**
- To consider the recommendations of the Independent Remuneration Panel.
- 12 Hull and East Yorkshire Combined Authority Meeting Schedule 2025/26 75 - 82**
- To approve the Authority's meeting schedule for 2025/26.

EXEMPT ITEMS

Hull and East Yorkshire Combined Authority28th May 2025Ergo, Bridgehead Business Park, HesslePRESENT:-

Mayor Luke Campbell, Councillors Handley, Dad, Ross and Tucker, L. Hammond (Deputy Humberside Police and Crime Commissioner), D. Gent (HEY Skills Board Deputy Chair) and J. Speedy (HEY Business Board Chair).

IN ATTENDANCE:-

M. Rogers (Interim Head of Paid Service), L. Dixon (Interim Monitoring Officer, HEY Combined Authority), J. Neilson (Interim Section 73 Officer HEY Combined Authority) and L. Hawkins (Democratic Services Officer).

C. Watts (Director of Economic Development and Communications, ERYC) minutes and , H. Baross (Net Zero Coordinator, HEY Business, Growth and Skills Hub) minute

APOLOGIES:-

Jonathan Evison (Police and Crime Commissioner) and J. Adamson (HEY Skills Board Chair).

Minute No.	Description/Decision	Action By/Deadline
PROCEDURAL ITEMS		
12.	DECLARATIONS OF INTEREST L. Hammond declared an interest in the items that follow below insofar as he was a Councillor in the East Riding of Yorkshire.	
13.	MINUTES OF THE HULL AND EAST YORKSHIRE COMBINED AUTHORITY EXECUTIVE BOARD MEETING HELD ON 5TH MARCH 2025 Agreed – that the minutes of the Hull and East Yorkshire Combined Authority Executive Board held on 5 th March 2025 be approved as a true and correct record.	

14.	<p>ANNOUNCEMENTS FROM THE MAYOR AND MAYORAL UPDATE</p> <p>The Mayor began by confirming he had been in office for just over two weeks and during that time he had attended the UK REiF (Real Estate Investment and Infrastructure Forum) where he had spoken to various sectors about investment in Hull and East Yorkshire. Whilst at UK REiF he had also met with the Leaders of East Riding of Yorkshire and Hull City Council to discuss what could be done to make improvements across the region. He recognised that both Leaders were strong leaders who were committed to the region and they all wanted to work together to better Hull and East Yorkshire.</p> <p>The Mayor explained that he had attended a meeting of the Council of Nations and Regions where the Prime Minister and Deputy Prime Minister had also been in attendance. During the meeting discussion had taken place around skills, education and particularly gaps in post 16 education, housing and brownfield development sites. The meeting had been positive and good relationships had been built.</p> <p>He confirmed that he would continue to provide updates on the work that he was undertaking.</p> <p>Agreed – that the Mayor be known as the Mayor for Hull and East Yorkshire.</p>	
15.	<p>ANNOUNCEMENTS FROM THE HEAD OF PAID SERVICE</p> <p>The Interim Chief Executive and Head of Paid Service explained that he did not have any announcements for the meeting.</p>	
16.	<p>PUBLIC QUESTIONS</p> <p>The Interim Monitoring Officer reported that a question had been received from a member of the public.</p> <p>Mr Edward Washer attended the meeting to ask the following question:</p>	

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	<p>“I want to ask Mr Campbell what criteria he will use to decide whether or not to support business proposals affecting Hull and East Yorkshire for the development of green energy in whatever form the proposals might take.”</p> <p>The Mayor gave the following response:</p> <p>“I have consistently supported green energy in the region and the creation of jobs. I was brought in by the people of this region and I represent them. If I can help create local jobs and local businesses that is what I am here to do. Also, in relation to green energy there are other opportunities to look into including hydrogen energy. The Mayor of Nottingham is looking into fusion energy which is another interesting option and there is also nuclear energy so across the board there are good options and we will explore all of them.</p> <p>Mr Washer then asked the following supplementary question:</p> <p>“As you stood as a Reform candidate do you see any conflict, with what you have just said, with the Reform party’s attitude towards Green Energy”.</p> <p>The Mayor gave the following response:</p> <p>“I have been very vocal on stating that I represent this region and I will put it first before any party politics. I have said it on many occasions and on different platforms. I have always expressed that I will put this region first over anything.”</p>	
17.	<p>ANY ITEMS OF BUSINESS REFERRED FROM THE LAST ORDINARY MEETING OF THE COMBINED AUTHORITY</p> <p>The Interim Monitoring Officer confirmed that there were no items of business referred from the last ordinary meeting.</p>	

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18.	<p>REPORTS AND RECOMMENDATIONS FROM ANY OVERVIEW AND SCRUTINY COMMITTEE OF THE COMBINED AUTHORITY</p> <p>The Interim Monitoring Officer confirmed that there were no reports or recommendations from any Overview and Scrutiny Committee of the Combined Authority.</p>	
19.	<p>REPORTS FROM ANY OTHER COMMITTEE OF THE COMBINED AUTHORITY</p> <p>The Interim Monitoring Officer confirmed that there were no reports from any other committee of the Combined Authority.</p>	
20.	<p>STATUTORY CONSENTS REQUIRED IN RELATION TO THE EXERCISE OF ANY FUNCTION EXERCISED CONCURRENTLY WITH THE CONSTITUENT COUNCILS</p> <p>The Interim Monitoring Officer confirmed that no statutory consents were required in relation to the items of business that followed below.</p>	
21.	<p>ADULT SKILLS FUND READINESS</p> <p>The Interim Chief Executive submitted a report which set out the Hull and East Yorkshire Combined Authority's proposed response to the Department for Education's (DfE) Adult Skills Fund (ASF) devolution Readiness Criteria.</p> <p>The Interim Monitoring Officer explained that the decision of the Board would be dealt with as an urgent item as the Combined Authority's proposed response to the to the DfE Adult Skills Fund (ASF) devolution Readiness Criteria had to be submitted to the DfE by 30th May 2025.</p> <p>The Director of Economic Development and Communications explained that the ASF would be one of the key budgets that the Combined Authority would have responsibility for; that the Adult Skills Fund Strategic Skills Plan was the key document; that the ASF was expected to be in the region on £16m and would be indexed linked so would</p>	

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	<p>increase annually; that the Hull and East Yorkshire Skills Board had considered the report at its meeting on 21st May 2025 and was in support of the recommendations, and that the delivery of Adult Skills provision in the 2026/27 academic year would mirror the provision delivered in 2025/26 to allow an opportunity for the level of change required to take place.</p> <p>Members of the Board discussed the following matters –</p> <ul style="list-style-type: none"> i. That Skills agenda and being able to do things differently was a key part of the Devolution deal for Hull and East Yorkshire; ii. That the report explained how disadvantaged and ethnic minority groups would be supported and whether how this would be undertaken could be expanded. The Director of Economic Development and Communications explained that English and Another Language (ESOL) would continue to be delivered and a bus would be used to reach coastal and rural areas. It was confirmed that all of the provision that was delivered was subject to inspection by Ofsted. That some of the eligibility for access to free training could be adjusted at a local level; iii. That the plan was similar to previous plans and there were few references to small businesses. The Director of Economic Development and Communications explained that the criteria for the ASF was very specific however there were other funds that could be used to support small businesses and entrepreneurs. It was recognised that ideally a strategy for the region would have been developed however it had not been possible due to the DfE submission timescales; 	
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	<p>iv. That there were four prisons in the region however prisoners had not featured within the plan. The Director of Economic Development and Communications explained that the plan could be changed once it had been submitted to the DfE, and</p> <p>v. That the skills required by farming and fishing industries were very specific and they had not been included within the first priority set out at section 5 of the report.</p> <p>The Board was informed that a period of stability was required whilst in depth analysis was undertaken to identify the Adult Skills provision required in Hull and East Yorkshire. As part of that analysis conversations would take place with learners and providers. The HEY Skills Board would also be a key stakeholder.</p> <p>The Interim Chief Executive explained that the submission of the ASF Strategic Skills Plan was the start of the process; that the Combined Authority was about to execute a key element of the Devolution deal for Hull and East Yorkshire, and that the majority of Combined Authorities had taken a similar approach in relation to the handover of adult skills.</p> <p>Members queried when the strategy was expected to be submitted to the Board for approval. The Board was informed that the draft strategy had been agreed at the board meeting held on 5th March 2025 and it was expected to be submitted to the Board again in the Autumn.</p> <p>Agreed as an urgent item –</p> <p>a. That the Board approves the approach set out in the ASF Strategic Skills Plan, and specifically the following:</p> <ul style="list-style-type: none"> • Strategic priorities against which the ASF will be commissioned (paragraph 5.1) with the amendment to the third priority to include work within prisons 	
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	<p>within the Hull and East Yorkshire Combined Authority region</p> <ul style="list-style-type: none"> • The commissioning principles that will be used by the HEYCA (paragraph 5.2) • HEYCA's commitment to the use of distance learning (paragraph 5.3) • HEYCA's commitment to the use of sub-contracting (paragraph 5.4) <p>b. To delegate authority to the Interim Chief Executive, in consultation with the Interim S73 Officer and Interim Monitoring Officer at their discretion to make any necessary minor or non-material amendments in order to finalise the ASF Strategic Skills Plan, Readiness Criteria and supplementary evidence and to submit these to the DfE by May 30th 2025.</p> <p><u>Reasons for Recommendations</u></p> <ul style="list-style-type: none"> • The ASF Strategic Skills Plan is a key document in the context of the devolved ASF. It sets out the approach HEYCA will take in the management and administration of the fund to which providers must adhere. It will be a public document and will be used by providers of ASF as a reference point as it will set out the Combined Authority's strategic direction and guidance on commissioning. As such, the document and the principles contained within it require the approval of the HEYCA Board as it will establish the Combined Authority's policy position. • Delegated authority to continue working on the Readiness Submission is required to allow the finalisation of the submission and supporting documentation, including sections of the ASF Strategic Skills Plan. The DfE's deadline for receipt of the submission is 30th May 2025 but work developing the processes and systems required to administer the ASF is ongoing and will continue beyond this date 	
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22.	<p>HULL AND EAST YORKSHIRE INVESTMENT PLAN PRINCIPLES</p> <p>The Interim Chief Executive submitted a report which set out the proposed Investment Principles that would underpin the Investment Plan to inform decision making to ensure investment funding was deployed in the most effective and beneficial way across Hull and East Yorkshire.</p> <p>Members were informed that the Board had approved the Authority's Assurance Framework at a previous meeting which provided Central Government with assurances that the Authority had appropriate governance arrangements in place to allow it to agree strategic investment decisions; that being strategic was crucial and that the Authority would need to agree investment which would make the most difference to the region; that report set out principles for investment one of which referred to scale and agreeing investment which had the most beneficial impact and that collaboration was also key and the HEY Business and Skills Boards would be used to engage with a wide network of stakeholders.</p> <p>A discussion took place and members raised the following matters –</p> <ul style="list-style-type: none"> i. That the principles referred to transport improvements that however transport safety had not been to mentioned within the report; ii. That the principles had not set out the differences between coastal, rural and urban investment; iii. That collaboration across the Humber region would need to be considered, and iv. That decisions relating to investment would be evidence led. <p>The Board was informed that the principles could be amended to include specific references to transport safety and collaboration across the Humber region.</p>	
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	<p>Agreed –</p> <p>a. To accept the Investment Principles as set out in section 5.2, with amendments to the principles to include a specific references to transport safety and collaboration across the Humber region, namely:</p> <ul style="list-style-type: none"> • Strategic – be intricately linked and contribute towards at least one of the four strategic themes for actions set out in the Hull and East Yorkshire Economic Framework and demonstrate a clear evidence-based need. • Value for money – maximise cumulative impact by bringing together projects into an integrated programme where suitable. • Targeted – focused on strengthening and accelerating growth in priority sectors, creating opportunities and unlocking further funding and inward investment. • Scale – deliver additionality and step-change benefits that is going to have a regional impact on people and business across the geography and go beyond intervention happening at a local authority level. • Collaborative – where possible, bring together a wide range of partners across Hull and East Yorkshire to work towards a shared goal. <p>b. To refer the proposed Investment Principles to the HEYCA Scrutiny Committee, the Hull and East Yorkshire Business Advisory Board and Skills Advisory Board for their comments.</p> <p>c. Subject to there being no material change to the Principles following Scrutiny Committee and Business and Skills Boards' review, to authorise the Interim Chief Executive, in consultation with the Interim S73 Officer and</p>	
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	<p>Interim Monitoring Officer to incorporate the Investment Principles into the HEYCA Assurance Framework.</p> <p>d. To support the application of the finalised Investment Principles to the assessment of projects within and to be submitted for the Hull and East Yorkshire Investment Plan, which will be brought back to the Board later in 2025.</p> <p><u>Reasons for Recommendations</u></p> <ul style="list-style-type: none"> • Clear investment principles are a fundamental and necessary component of the Investment Plan. They will guide investment decisions to ensure the realisation of the maximum benefit to the area is at the heart of decision making in a consistent and transparent way. • The proposed Investment Principles, once finalised and adopted, will underpin all investment decisions, including transport, skills, housing and economic development. It is therefore appropriate to seek feedback from the Combined Authority's Advisory Boards and Scrutiny Committee prior to being formally incorporated. • The proposed Investment Principles are aligned to the processes set out in the Assurance Framework. Incorporating the final version in the document will strengthen and increase the robustness and integration of decision making to reach the Combined Authority's strategic outcomes. 	
23.	<p>HULL AND EAST YORKSHIRE COMBINED AUTHORITY TRANSPORT FUNDING 2025/26</p> <p>The Interim Director of Finance (Section 73 Officer) submitted a report which sought approval from the Hull and East Yorkshire Combined Authority Board to accept the grant and, from the Mayor as part of his mayoral functions, to allocate the capital funding element of the Transport Block and Local Transport</p>	

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	<p>Grant Allocations awarded by the Department for Transport (DfT) for 2025/26 to Hull City Council and East Riding of Yorkshire Council.</p> <p>The Board was informed that the Combined Authority was now the Transport Authority for Hull and East Yorkshire; that three funding streams had been announced; that the report recommended that the capital allocations were transferred to the constituent authorities, and that the revenue allocations remained with the Combined Authority.</p> <p>A discussion took place around the revenue allocation and how it would be used by the Combined Authority. The Board was informed that the revenue funding would remain with the Authority until the transport staffing arrangements had been agreed; that the constituent councils would require revenue funds to complete capital projects and staffing costs could be recharged to the Combined Authority, and that there would be Service Level Agreements in place for functions that would be carried out by the constituent authorities.</p> <p>Members commented that rail electrification had been part of the Devolution deal and would like to know whether there had been any further commitment to its progress.</p> <p>Agreed –</p> <p>That the Board approves</p> <ol style="list-style-type: none"> The capital funding settlement (Local Transport Grant and Integrated Transport Block) and the local transport resource funding are accepted and included in the respective capital and revenue budgets of the Combined Authority, and £634,000 revenue allocation of the grant provided by the Local Transport Resource Funding is retained to help support transport staffing costs for the Combined Authority. <p>That the Mayor approves</p>	
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	<p>a. The principle of distribution of the capital element of the DfT settlement for 2025/26, to allow the DfT local authority allocations to be paid to the Constituent Councils is approved, so that £10,788,423 will be transferred to Hull City Council and £8,743,148 will be transferred to East Riding of Yorkshire Council;</p> <p>b. The principle that other transport grants that may be received and defrayed in 2025/26 to be allocated to the Constituent Councils based on the formula provided by the DfT is agreed, and</p> <p>c. The Interim Monitoring Officer, in consultation with the Interim Section 73 Officer, is authorised to prepare and enter into appropriate grant funding arrangements with the Constituent Councils for all transport grants received during the 2025/26 financial year.</p> <p><u>Reasons for Recommendations</u></p> <ul style="list-style-type: none"> • The delivery of capital transport projects currently rests with the Constituent Councils within their respective areas and they are best placed to continue to deliver these projects for 2025/26. • This is because the grant funding allocation is for one year only and is intended for smaller capital projects which can be delivered within the year rather than large scale or multi-year schemes. • The Combined Authority is in a statutory transitional year in 2025/26 meaning that its transport powers are held concurrently with Constituent Councils until April 2026. • Payments of the grants will be made quarterly direct to the Combined Authority. Setting the principle of onward allocation aligns the capital funding with the Constituent Council delivering its own planned small-scale projects. It ensures the flow of money 	
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	<p>on a quarterly basis can be matched to the project delivery.</p> <ul style="list-style-type: none"> • Under the 2025 Order that created the Combined Authority, the Mayor has the power to distribute funding for transport purposes to the Constituent Councils. This is a general mayoral function. 	
24.	<p>EAST RIDING UK SHARED PROSPERITY FUND 2025-26 – SUPPLEMENTARY ALLOCATION</p> <p>The Interim Director of Finance (Section 73 Officer) submitted a report which sought approval to agree to East Riding of Yorkshire Council's request that the revenue element of East Riding's UK Shared Prosperity Fund (UKSPF) allocation was supplemented from the Mayoral Investment Fund by £487,516 to the level it would have received had the Hull and East Yorkshire Combined Authority total UKSPF revenue allocation been apportioned on a 50:50 basis between the two constituent councils.</p> <p>The Board was informed that there had been a significant impact on the East Riding of Yorkshire following the reduction in the UKSPF and that its programme of activity would either have to be scaled back or in some cases would cease by the end of December 2025.</p> <p>Members discussed the report and commented that they were content with proposal and they agreed that a similar approach to allocation of funding should be taken by the Board should a similar scenario occur in the future.</p> <p>Agreed –</p> <ol style="list-style-type: none"> To agree to East Riding of Yorkshire Council's request that the revenue element of East Riding's UKSPF allocation is supplemented from the Mayoral Investment Fund by £487,516 to the level it would have received had the HEYCA total UKSPF revenue allocation been apportioned on a 50:50 basis between the two constituent authorities, and 	

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	<p>b. To agree that the supplemental revenue allocation of £487,516 be reported as match funding to the HEYCA 2025-26 UKSPF programme and included within the required monitoring and reporting returns to MHCLG.</p> <p><u>Reasons for Recommendations</u></p> <ul style="list-style-type: none"> • In the Autumn 2024 Budget, the Government announced that UKSPF funding would be continued for one further year into 2025- 26, but at a reduced rate. The overall reduction to revenue funding has disproportionately impacted on the East Riding of Yorkshire Council, resulting in a 48% reduction (£2,521,476) to their revenue allocation from the figure awarded for 2024-25. • If the supplementary revenue allocation is not approved, then the East Riding's UKSPF programme of activities across the Supporting Local Business and People and Skills investment priorities will either have to be scaled back even further or, in the worst-case scenario, cease at the end of December 2025, meaning there will be a gap in the delivery of key services impacting on the business and voluntary and community sectors and residents across the East Riding. 	
25.	<p>GREAT BRITISH ENERGY'S MAYORAL RENEWABLES FUND</p> <p>The Interim Chief Executive submitted a report which requested the Board to note that the Combined Authority had worked with the Hull and East Yorkshire Business Growth and Skills Hub (HEY BGS Hub), Hull City Council (HCC), and East Riding of Yorkshire Council (ERYC) to develop and submit one primary application of £700,000 and two supplementary applications of £522,457 and £400,000 to the Great British Energy Mayoral Renewables Fund and sought authorisation to accept such funding if granted and subsequent allocation to the two Constituent Authorities to carry</p>	

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	<p>out the relevant renewable energy generation projects.</p> <p>The Board was informed that the Government had announced funding which only Combined Authorities could apply for; that it had been suggested that the funding, if awarded, was split 50:50 between Hull and East Riding of Yorkshire; that the proposed projects would generate savings of £3.8m over 25 years; that the process that had been used to select to projects, contained within the funding bids, had been similar to that used by other authorities; that the outcome announcements had been delayed however it was suggested that the legal and governance work required to deliver the projects should be commenced to ensure that the projects could be progressed in a timely manner should be funding be awarded.</p> <p>A discussion took place and members expressed their support for the recommendations as renewable energy was an important issue within the region.</p> <p>Agreed –</p> <ul style="list-style-type: none"> a. That the Combined Authority delegates authority to the Monitoring Officer to enter into a Grant Funding Agreement with the Department of Energy Security and Net Zero (DESNZ) to accept up to £1,622,457 related to the Mayoral Renewables Fund, and b. That the Combined Authority delegates authority to the Monitoring Officer to enter into a Grant Funding Agreement with HCC and ERYC to grant up to £872,457 and £750,000, respectively, in alignment with and to deliver the outcome of the Mayoral Renewables Fund. <p><u>Reasons for Recommendations</u> To allow the Combined Authority, HCC and ERYC to progress their net zero ambitions alongside financial sustainability.</p>	
26.	FUTURE MEETING DATE	

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	<p>The Interim Monitoring Officer explained that the next meeting of the Authority would be its Annual General Meeting.</p> <p>Agreed – that the Annual General Meeting of the Hull and East Yorkshire Combined Authority will take place at 11.00am on 26th June 2025.</p>	
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Report to the Hull and East Yorkshire Combined Authority

26 June 2025

Appointment of Committees of the Combined Authority

Report of the Interim Monitoring Officer

Report Statusu

This item is not exempt

Therefore exempt reasons are not applicable

1. Purpose of the Report and Summary

The purpose of this report is to:

- 1.1 Enable the Combined Authority to determine the Committee structure it requires to manage its business in the 2025/26 municipal year.
- 1.2 Note the appointment of the Mayor and members of the Authority, including those designated as Lead Member and named substitutes as prescribed by the Hull and East Yorkshire Combined Authority Order 2025.
- 1.3 Confirm the appointment of members nominated by the Constituent Councils to the Overview and Scrutiny and Audit and Governance Committees for the 2025/6 municipal year as prescribed by the Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2017 and comply with the principles established within the Local Government and Housing Act 1989., and appoint the Chairs of those Committees in accordance with the constitution and relevant legislation.

2. Recommendations

- 2.1 That the Mayor and other members of the Authority, those designated as Lead Member (in respect of each constituent council), named substitutes and co-optees:
- i. the Humberside Police and Crime Commissioner as a Non-Constituent Member of the Authority;
 - ii. the Chair of the Hull and East Yorkshire Skills Board and the Chair of the Hull and East Yorkshire Business Board as Associate Members of the Combined Authority.

are noted and agreed as the properly constituted Hull and East Yorkshire Combined Authority and that the Humberside Police and Crime Commissioner and the Chairs of the Hull and East Yorkshire Skills and Business Boards are requested to each nominate a named substitute to act as a Combined Authority Member in their absence.

- 2.2 That the Committees identified at **Appendix 1** are appointed with the composition (number of seats) as detailed.
- 2.3 That the allocation of seats, in order to achieve the required political balance, as detailed in **Appendix 1** is approved.
- 2.4 That, having received nominations to the Committees from the Constituent Councils, those nominations are approved and the seats filled accordingly, and to appoint to the role of Chair for each committee.

3. **Reasons for Recommendations**

- 3.1 The Combined Authority is required to establish at least one Overview and Scrutiny Committee and an Audit and Governance Committee.
- 3.2 The composition of the Combined Authority's Executive arrangements is established by the Hull and East Yorkshire Combined Authority Order 2025 and it is a matter for the Constituent Councils to determine who will occupy those roles. The Combined Authority's Constitution requires it to note the appointments.
- 3.3 The Combined Authorities (Overview and Scrutiny, Access to Information and Audit Committees) Order 2017 lays out the requirements for political balance of the Combined Authority's Committees: the allocation of seats has been determined in accordance with the requirements of this Order and the principles set out within the Local Government and Housing Act 1989.
- 3.4 The Authority is required to have at least one Overview and Scrutiny Committee and an Audit and Governance Committee: appointment

of the Constituent Councils' nominations to those seats ensures that those committees can function.

4. **Background**

4.1 The Hull and East Yorkshire Combined Authority Order 2025 requires that:

- i) The constituent councils appoint two of its elected members to be members of the Authority.
- ii) The constituent councils designate one of those members as lead member.
- iii) The constituent councils appoint one substitute member for each member appointed to the Authority.

The Combined Authority's Constitution (Part 4, Section 4) requires that the Combined Authority note the appointments of the Mayor, other members of the Authority, and co-optees.

Both Councils have nominated their Leader and Deputy Leader as their appointees to the Executive Board of the Combined Authority. The Leader of each Council is designated as the Lead Member for that Council. The named substitutes for each Council are:

Hull City Council: Councillors Ieronimo and Tock

East Riding of Yorkshire Council: Councillors Coultish and Owen

4.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 (the 2017 Order) sets out the required arrangements for the establishment of a Scrutiny and an Audit Committee for the Combined Authority and the framework within which Scrutiny members are to be appointed. Nomination for roles on the Overview and Scrutiny and Audit and Governance Committees have been made by each Constituent Council and are:

Overview and Scrutiny

Hull City Council

Councillors Robinson (LD); Coward (LD); Randall (LD); Hale (Labour); McMurray (Labour); Wareing (Independent)

East Riding of Yorkshire Council

Councillors Bibb (Conservative); Whyte (Conservative); Healy (LD); Astell (LD); B Jeffreys (Independent); Gallant (Labour)

Audit and Governance Committee

Hull City Council

Councillors Neal K (Liberal Democrat); Kemp (Liberal Democrat); Hererra-Richmond (Labour), and Matthews (Labour)

East Riding of Yorkshire Council

Councillors Hopton (Conservative), Lee (Conservative), Corless (Liberal Democrat) and Norman (Yorkshire Party).

5. Issues for Consideration

5.1 Schedule 1 of the Order provides that the membership of the Combined Authority will be:

- a) The Mayor (who will Chair the Authority)
- b) Each Constituent Council must appoint two of its elected members to be members of the Combined Authority and to designate one of those members as Lead Member.
- c) Each Constituent Council will appoint a named substitute for each of the members.
- d) Up to four non-constituent (non-voting unless the voting members of the Authority unanimously resolve otherwise.) or associate members (non-voting).

The Combined Authority's Constitution requires that these appointments are noted at its Annual General Meeting.

5.2 It is proposed that the Chairs of the Hull and East Yorkshire Business Board and Skills Board are appointed as Associate Members (non-voting) of the Combined Authority. Associate Member positions are non-voting according to the 2025 Order.

5.3 The Humberside Police and Crime Commissioner is to be appointed as a Non-Constituent Member of the Combined Authority. This position is non-voting unless the voting members of the Combined Authority unanimously resolves to give the Non-Constituent Member a vote on a specific issue.

5.4 Schedule 5A of the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act) sets out the primary legal framework within which the Combined Authority is required to establish an Overview and Scrutiny Committee to:

- (a) review or scrutinise decisions taken, including the power to direct that a decision is not implemented while it is under review and the power to recommend that the decision be reconsidered;
- (b) require members or officers of the Combined Authority to attend before it to answer questions (and to invite others to attend and answer questions);
- (c) make reports or recommendations to the Combined Authority, and
- (d) make reports or recommendations to the Combined Authority on matters that affect the authority's area or the inhabitants of the area.

And to establish an Audit Committee to:

- (a) review and scrutinise the authority's financial affairs;
- (b) review and assess the authority's risk management, internal control and corporate governance arrangements;
- (c) review and assess the economy, efficiency and effectiveness with which resources have been used in discharging the authority's functions; and
- (d) make reports and recommendations to the combined authority in relation to reviews conducted under (a) to (c).

5.5 The 2009 Act prescribes that the majority of members of an overview and scrutiny committee must comprise members of the Combined Authority's constituent councils and that the chair must be either an independent person or an "appropriate" person. An "appropriate person" is a member of one of the Constituent Councils who is not a member of a registered political party of which the mayor is a member, and in relation to any other combined authority (eg in advance of the election of the mayor) who is not a member of the registered political party which has the most representatives among the members of the Constituent Councils. (s3)

5.6 The 2009 Act also made provision for the Secretary of State to implement Statutory Instruments in relation to membership of the Scrutiny and Audit Committees, the chairmanship, and the role of the Scrutiny Officer inter alia. The 2017 Order was subsequently implemented by the Secretary of State and provides that:

- (a) The majority of members of a combined authority's overview and scrutiny committee must be members of the constituent councils;
- (b) The members of the overview and scrutiny and audit committees taken as a whole must reflect, so far as reasonably practicable, the balance of political parties for the time being prevailing among members of the constituent councils when taken together;
- (c) Members of the committees who are not members of a constituent council do not have voting rights unless given such rights by formal resolution of the combined authority;
- (d) The quorum for a meeting requires that at least two thirds of the membership are present;
- (e) No member of the committee has a casting vote and a vote that is tied is deemed as not carried;
- (f) The Audit Committee must include at least one independent person;
- (g) A combined authority may not designate as the scrutiny officer any officer of a constituent council of the combined authority (s9) and no officer of a constituent council may be appointed to sit on the Audit Committee.

5.7 The Local Government and Housing Act 1989 at Section 15(5) places a duty upon a relevant authority to allocate seats to Committees as follows:

- a) that not all the seats on the body are allocated to the same political group;
- b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority; and
- d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as

is borne by the number of members of that group to the membership of the authority.

Departure from these rules is only permissible where a resolution is passed with no member voting against it.

- 5.8 **Appendix 1** details the political balance and consequent seats available on each of the Combined Authority's Committees in line with these requirements and following agreement of the principles of representation at the first meeting of the Combined Authority on 5 March 2025.

6. **Equalities Impact Information**

- 6.1 The report asks the Combined Authority to consider its governance arrangements - noting of appointments and confirming nomination to places on Committees; there are therefore no direct equalities impacts.

7. **Options and Risk Assessment**

7.1 **Appointment of Committees**

Option 1:

That the Committees identified at **Appendix 1** are appointed. This option proposes no changes to those Committees identified and retains the governance structure of the Combined Authority as it is established and is compliant with legislation. There are no inherent risks in respect of this option.

Option 2:

The Combined Authority determines to appoint Committees in addition to those required by legislation.

Whilst the Combined Authority can determine to appoint additional Committees to those required by legislation this is not recommended at this stage as a significant amount of work is required prior to the establishment of Committees to ensure their terms of reference and functions are fit for purpose and accord with any constitutional and legislative requirements. The Combined Authority will need time to decide what the most appropriate committee structure is to enable the efficient and accountable discharge of its functions.

Allocation of Seats

Option 1:

To allocate the overall number of seats as established in section 6, and to allocate the seats on Committees as detailed in **Appendix 1**. This allocation may be varied by agreement of all political groups.

Option 2:

To not agree the allocation of seats as detailed in **Appendix 1** to this report. The allocation of seats is based on a calculation as detailed in section 5 and **Appendix 1** and ensures the Combined Authority's compliance with the relevant legislation. To deviate from this would risk the Combined Authority being non-compliant with legislation

8. **Legal Implications and Statutory Officer Comments**

- 8.1 The Interim Monitoring Officer is the author of the report. The statutory basis for the membership, number of committees and appointments to them is set out in sections 4 and 5. [CA]

9. **Financial Implications and Statutory Officer comments**

- 9.1 There are no financial implications arising from the recommendations within this report. The Combined Authority's approved revenue budget contains sufficient provision for the members' allowances associated with the committee positions.

Lisa Dixon
Interim Monitoring Officer

Contact Officers:

Alex Holgate, Head of Governance, Hull City Council

Officer Interests:

None

Appendices:

Appendix 1 – Committees and appointment details

Background Documents:

None

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Appendix 2 Hull and East Yorkshire Combined Authority Governance Arrangements

Proportionality Calculation

Overall entitlement:

Group	HCC	% Share of seats	ERYC	% Share of seats	Total by Group	% share of seats	Entitlement: Share of seats to be allocated	Total on principle of 20 allocated
Liberal Democrat	29	50.88	21	31.34	50	40.32	8.06	8
Labour	25	43.86	5	7.46	30	24.19	4.84	5
Conservative	0	0.00	26	38.81	26	20.97	4.19	4
Independent Group (ERYC)	0	0.00	7	10.45	7	5.65	1.13	1
Independent Group (HCC)	3	5.26	0	0.00	3	2.42	0.48	1
Yorkshire Party	0	0.00	3	4.48	3	2.42	0.48	1
Reform UK	0	0.00	2	2.99	2	1.61	0.32	0
Unaffiliated independent	0	1.75	3	4.48	4	3.23	0.65	0
Total	57		67		124		20.00	20

Scrutiny Committee	Entitlement	Available Seats					
			HCC	ERYC		HCC (6)	ERYC (6)
Liberal Democrat	4.84	5	3.05	1.88		3	2
Labour	2.90	3	2.63	0.45		2	1
Conservative	2.52	3	0.00	2.33		0	2
Independent Group (ERYC)	0.68	1	0.00	0.63		0	1
Independent Group (HCC)	0.29	0	0.32	0.00		1	0
Yorkshire Party	0.29	0	0.00	0.27		0	0
Reform UK	0.19	0	0.00	0.18		0	0
Unaffiliated independent	NA					NA	NA
Total Seats		12				6	6

Audit Committee	Provisional Entitlement	Available Seats					
			HCC	ERYC		HCC (4)	ERYC (4)
Liberal Democrat	3.23	3	2.04	1.25		2	1
Labour	1.94	2	1.75	0.30		2	0
Conservative	1.68	2	0	1.55		0	2
Independent Group (ERYC)	0.45	0	0	0.42		0	0
Independent Group (HCC)	0.19	0	0.21	0		0	0
Yorkshire Party	0.19	0	0	0.18		0	1
Reform UK	0.13	0	0	0.12		0	0
Unaffiliated independent	NA					NA	NA
						4	4



Report to the Hull and East Yorkshire Combined Authority Board

26 June 2025

HEYCA Operating Model and Resourcing

Report of the Interim Chief Executive

Report Status:

This item is not exempt.

Therefore, exempt reasons are not applicable.

This is a key decision. The matter is in the Forward Plan

Forward Plan: 11/25

1. Purpose of the Report and Summary

- 1.1 This report provides a summary of the key proposals within the high-level operating model for the Hull and East Yorkshire Combined Authority (HEYCA) covering operating model principles, the functional model, current interim structure and Pay and Grading Framework progress. It also includes the draft location principles which HEYCA is using to find its longer-term location. The report seeks approval to the appointment of the statutory Monitoring Officer on an interim basis, pending permanent recruitment. Approval is also sought to the interim appointment of the Senior Information Risk Owner and Data Protection Officer, the budgetary amendment required to support the interim staffing structure of HEYCA and the recruitment process to the permanent role of HEYCA Chief Executive and Head of Paid Service.

2. Recommendations

That the Board:

- 2.1 Notes the content of this paper, and the progress made on the design of the high-level operating model.
- 2.2 Supports the proposed operating model principles.
- 2.3 Notes the current interim staffing arrangements.

- 2.4 Approves the appointment of Jayne La Grua as interim statutory Monitoring Officer and Senior Information Risk Owner pending recruitment to the permanent role.
- 2.5 Approves the appointment to the statutory post of Data Protection Officer on an interim basis.
- 2.6 Approves the commencement of the process, including establishment of HEYCA's Employment Panel, to appoint a permanent Chief Executive.
- 2.7 Authorises the interim Chief Executive, in consultation with the interim MO and s.73, to appoint a suitable service provider to develop the pay and grading framework.

3. **Reasons for Recommendations**

- 3.1 HEYCA is a sovereign body within the region and therefore requires establishing itself as a well-designed organisation that can employ colleagues. This includes the creation of the operating model - how the organisation will function, and the accompanying systems needed, for example a Pay and Grading Framework.
- 3.2 The operating model principles have been developed in conjunction with colleagues involved in the establishment of the combined authority from both Hull City Council and East Riding of Yorkshire Council, as well as through the support of a Senior Operating Model Design Group, which includes the Chief Executives.
- 3.3 HEYCA requires capability and dedicated capacity to enable the organisation to support the mayor and the wider authority to deliver, at pace, on its agreed priorities. Work is ongoing within the organisation to be prepared and ready to recruit colleagues on a permanent basis. In the meantime, interim and agency workers have been contracted to support delivery. The design of the 'right sized' structure is in progress as well as recognising that some functions are being supplied via Service Level Agreements with the constituent councils, but not all services are able to be supplied. For example, the Pay and Grading Framework in each Council can only, contractually, be used for the council's own roles.
- 3.4 The current Monitoring Officer (MO) for HEYCA is currently the MO for Hull City Council. It is not feasible for this arrangement to continue, based on potential conflict of interest and the volume of work required in both organisations. Therefore, with the support of the current MO, an interim is proposed to be appointed pending recruitment to the permanent role.
- 3.5 Now that the Mayor is in place following election in May, it is appropriate to commence the recruitment to the permanent role of Chief Executive and Head of Paid Service.

4. **Background**

- 4.1 The vision and objectives for HEYCA have been agreed, as outlined in the Proposal and Devolution Deal. The vision and outcomes sought from HEYCA activity provide the basis of the operating model design. Work is now required to translate the 'what' (objectives) into 'how' (the design); the operating model design provides a process to focus on how HEYCA will enact its strategy through its operations.
- 4.2 The operating model conveys what HEYCA needs from its people (roles and resources), functions and technology, as well as effectively planning for and implementing this for day-to-day operations. The operating model creates a clear picture of what HEYCA will look like at a high level.
- 4.3 Pressing forward with the proposed design will create the right foundations so that: the right people and skills are in place; necessary services can be delivered; and allocated funding from Central Government can be spent.
- 4.4 The combined authority unlocks significant investment to the area – more if potential to leverage private investment is considered. It creates a structural opportunity to plan and execute, principally in the economic domain but with potential to make a wider contribution, over the longer-term for the whole region and therefore be “additive.” The operating model is being designed in a balanced way that maximise these opportunities (delivering value for money through a return) and being sensitive to the present local government financial picture. The organisation will be ‘right sized’ to deliver and remain lean and agile.
- 4.5 Part of the operating model includes the location strategy. This includes the physical and virtual spaces the authority will occupy, undertake operations, and in which it interacts with partners and citizens. Draft principles to inform that strategy are presented later in the report. At present the organisation has temporary accommodation in Hull for up to six months. The aim is to find a longer-term solution within that period.
- 4.6 The work to set HEYCA up as an organisation in its own right was originally undertaken by officers working across the two Constituent Councils. This work was undertaken at speed. In March, an interim Chief Executive was appointed to HEYCA to begin the work of establishing the organisation and preparing the ground for the incoming Mayor and Board. There was a need identified at this stage for urgent support and interim consultants were brought in to assist. It is now recognised that the work of those consultants will develop beyond the timescales originally envisaged as the new mayor works with the Board to establish the priorities and structure of HEYCA going forward. For this reason, additional capacity is being resourced through framework consultancy contracts. It is also intended to extend the contracts for those consultants

originally engaged to support the organisational development of HEYCA to ensure a smooth transition to the permanent staffing establishment.

5. **Issues for Consideration**

5.1 **Operating Model**

In developing the high-level structure, it is recognised that HEYCA should be a lean, agile, outward-facing organisation that works closely with stakeholders to deliver on the ambition for the region set out in the Devolution Deal and the Proposal. The new authority will work closely with and draw on the expertise of the constituent councils to maximise opportunities for efficiencies, including the use of Service Level Agreements for some functions, for example IT, payroll, procurement, democratic services and finance systems. The Operating Model Design Principles (as set out in **Appendix 1**) describe the type of authority that HEYCA aims to be and how it will work. These principles will be regularly reviewed.

5.2 The functions currently expected to be delivered by HEYCA can be seen in the diagram at **Appendix 2**. It is anticipated that these functions will form the organisational structure and roles, which will be brought back to the next meeting of the HEYCA Board. This will include the high-level senior structure and the anticipated number of roles within each team. It should be noted that not each function equals a role, some roles will undertake a number of the functions listed.

5.3 Each role will require a full evaluation, market testing to determine the pay scales/rate (with reference to Local Authorities and other Combined Authorities), and refinement of the details such as the job titles and/or the specific configuration of responsibilities in each area.

5.4 The design of HEYCA will ensure that all the required statutory officers will be in place and roles evaluated / graded in accordance with HEYCA's Pay and Grading Framework. The Statutory Officers that are needed within HEYCA are Head of Paid Service, Section 73 Officer, Monitoring Officer, Scrutiny Officer, Senior Information Risk Owner and Data Protection Officer.

5.5 **PAY AND GRADING FRAMEWORK**

Work is underway to create the people foundation for the organisation. Designing and building future focused work architecture at the beginning of HEYCA's journey will provide the foundation for all future people processes moving forward. It will promote efficiency and effectiveness and keep the organisation safe if used correctly. This includes the following areas – resourcing, workforce planning, budget management, succession planning, performance management, induction, performance

and development, pay and grading, career planning and organisation design.

- 5.6 HEYCA will contract with a suitable service provider to create an organisational framework that will set the organisation up for success, allowing it to be agile and not be weighed down by bureaucracy. It is imperative that the provider is one of the sector experts and has preferably worked with other Combined Authorities and Councils on reward, job architecture and organisation development. They need to be a trusted and widely used job evaluation method in the UK public sector. The supplier must provide external credibility and legal defensibility, access to deep benchmarking data and a long-term, strategic framework, not just one-off evaluations.
- 5.7 It is necessary to be able to attract the right talent base with the right skills while also developing and retaining the talent needed. It is recognised that the region can be difficult to attract and retain talent, as evidenced by the number of current vacancies in the constituent councils. It is important therefore to reward staff at the right levels for doing the right things in the right ways and having a clear employee offer / value proposition. HEYCA must make sure it pays appropriately for the work being delivered, with a focus on retention of skill sets. It is intended to use job families to provide a clear articulation of career paths and have an organisation so that colleagues can be technical experts and be paid appropriately instead of needing to become a manager to achieve movement up the grading structure.
- 5.8 It is imperative that managing pay costs effectively and gaining a better Total Reward return on investment is needed, particularly due to the way the combined authorities are funded nationally. The provider will support the build of the organisational levels within HEYCA, using level descriptors, current pay data, what the organisation is trying to achieve, future growth areas and budget to create the organisational hierarchy. Once this has been agreed, role profiles will be designed. The provider must be able to use their widespread experience of implementing job families across the public sector to suggest what framework could work for HEYCA as well bringing their understanding of the equal pay challenges that have been created in other authorities such as Glasgow, Sheffield and Cumbria when Job Families have been implemented incorrectly and how they can be delivered safely. The new work architecture will underpin the design of a new pay and grading structure that meets the affordability requirements of the organisation but is balanced with the ability to attract the best talent to drive the new operating model. This will support the creation of the foundations for a culture that is focused on excellent performance.

- 5.9 The Pay and Grading Framework will be brought to a future HEYCA Board for review and approval. It is intended that the high-level design will be complete by September 2025.

5.10 **Capacity and staffing**

HEYCA's operational requirements are extensive, deriving from new and transferred functions (e.g. AEB and Transport functions, respectively) and the gradual increase in its investment portfolio from the first year (2025-26). Initial estimates of the necessary and expected headcount requirements for HEYCA's operational remit will be drawn on extensive benchmarking and comparator intelligence gleaned from existing MCAs operating for many years, including on their set-up and establishment. The proposed design will be grounded in fair comparisons to other combined authority areas such as York and North Yorkshire CA, East Midlands CCA, West Yorkshire CA, West Midlands CA, and Greater Manchester CA. As an example, West Yorkshire CA was created in 2014 with 250 employees and has since grown to 850 employees today. This growth was driven by increases in investment flows, more devolved functions, and consolidating transport functions within the MCA. In comparison East Midlands CCA was created in 2024 and has rapidly grown from an initial staffing base of 20 in May 2024 to over 160 just 12 months later, with clear priorities and delivery plans.

- 5.11 The size and scope of the proposed design of HEYCA in its first year will require careful positioning in terms of communication to ensure the key messaging around delivery are understood, as in it is important to get the right people and skills in place to ensure that necessary services can be delivered and allocated funding from government can be spent.

5.12 **Appointment to Chief Executive and Head of Paid Service**

To ensure compliance with Section 4 of the Local Government and Housing Act 1989 HEYCA must designate one of its officers as a Head of Paid Service. It is intended that a Chief Executive, who will be designated as Head of Paid Service, is recruited to as soon as possible. Within the HEYCA Constitution this requires an Employment Panel to be established. The Employment Panel will be convened before the next HEYCA Board to agree to commencing this recruitment and selection process. Given the importance of the position, it is recommended that an external executive search agency be used to generate a strong candidate pool. An executive search is the process by which consultants acting on behalf of the authority proactively identify potential candidates and invite applications. The agency will support longlisting of applications received, appropriate testing and initial screening interviews.

5.13 **Location**

An important layer of HEYCA's operating model is its location, defined by the physical and virtual spaces it occupies, undertakes operations, and in which it interacts with partners and citizens. The location strategy will support HEYCA working together with purpose, focus, pace and agility to maximise collective value for the region.

5.14 The location strategy is intended to:

- promote visibility of the Mayor and HEYCA across the whole region.
- ensure that there is real integration across core areas of responsibility to maximise impact and embed that vision in the way colleagues collaborate and work within HEYCA itself.
- ensure HEYCA has access to talent.
- represent the vision and aims.

5.15 When considering a permanent location the principles (see **Appendix 3**) have initially been developed for consideration. Currently HEYCA is based out of an office in the Marina in Hull City. This lease has been agreed for up to six months and it is intended that new accommodation will be found within that time and the office permanently established.

5.16 **Interim Staffing**

There are 17 interim and agency workers currently contracted by HEYCA, as well as the services supplied the constituent councils. Service Level Agreements are currently being drafted to define the service specification that the councils supply, and this will be costed and appropriately funded by HEYCA. The SLAs will also help determine the staffing required in the CA itself.

5.17 The work being undertaken by the interim and agency workers is summarised in the table in **Appendix 4**. This also includes their dates of contract – start and proposed end dates. The projected costs for the time periods stated in Appendix 4 is c.£1.3m. Further work is being undertaken to determine additional staffing requirements for this financial year as well as beyond. An update will be brought to the July Board meeting.

5.18 **Monitoring Officer**

The Assistant Director (Legal, Capital Delivery and Governance) and the Monitoring Officer of Hull City Council has also been appointed as the Monitoring Officer for HEYCA. As HEYCA is now operational, with a Mayor in post, this arrangement has been reviewed and it is proposed that an interim Monitoring Officer is appointed until the post can be recruited to on a permanent basis, later this year. Jayne La Grua is

recommended for appointment, Jayne is a highly experienced governance and legal professional, with a strong track record in strategic leadership roles across local government. She has played a pivotal role in the transformation of the Cardiff Capital Region from a partnership model into a fully-fledged corporate body, overseeing the complex transition of funding streams, staff, and governance structures from Cardiff Council into a new legal entity. It is proposed that this if for a six-month term initially. The interim Monitoring Officer is also proposed to hold the statutory position of Senior Risk Information Officer (SIRO).

- 5.19 An interim Service Level Agreement is being developed with Hull City Council to provide Information Governance services to HEYCA. It is therefore proposed that Jim Strangeway, Information and Data Protection Officer at Hull City Council, is appointed as HEYCA's statutory Data Protection Officer.

6 Equalities Impact Information

- 6.1 It is not expected that the issues outlined in this report will have any adverse impacts on people with protected characteristics. Future decisions on the Operating Model will be underpinned by an Equality Impact Assessment.

7 Options and Risk Assessment

- 7.1 Options have been considered for the Operating Model as part of the iterative work undertaken to date. All those working on the workstreams have been involved as well as the Chief Executives of the constituent councils.
- 7.2 Initial thoughts were to use one of the constituent council's Pay and Grading Frameworks, but further investigation revealed that this was not possible under the contractual terms the councils have with their own suppliers.
- 7.3 Options for HEYCA's longer term accommodation are currently being reviewed – both within Hull City and East Riding of Yorkshire. The principles are being applied and of course cost is a factor to ensure appropriate use of HEYCA's resources.
- 7.4 The option for the Monitoring Officer to continue to 'double hat' was also considered but now HEYCA is operational with the mayor in place this has been determined as not practical for either the individual or HEYCA and HCC.
- 7.5 Appointment of interim resource was considered for the statutory information governance functions but as, at present, the workload is not

significant it provides better value for money to enter the provision of service arrangements from one of the constituent councils.

8 Legal Implications and Statutory Officer Comments

- 8.1 HEYCA is required by law to appoint a Monitoring Officer and Head of Paid Service. Where possible, interim consultancy support has been procured using existing consultancy frameworks. It is recognised that some consultancy contracts were placed outside of framework arrangements due to urgency. It is intended to issue a transparency notice prior to extension of these contracts to allow for compliance with relevant UK legislation.

9 Financial Implications and Statutory Officer comments

- 9.1 The provisional revenue budget for HEYCA was developed at the early stages of formation of the organisation and therefore cost estimates to inform the budget were based on limited information, particularly in respect of staffing. As the organisation takes shape, the budget will need to be revised to reflect the staffing structure beyond current interim arrangements, and this will be addressed in the Pay and Grading Framework report to be brought to a future HEYCA Board for review and approval.
- 9.2 The costs of the staffing resources engaged for the time periods set out in Appendix 4 can be met within the existing HEYCA revenue budget for 2025-26, though will require use of the contingency budget. Engagement of staffing resources in 2025-26 beyond these time periods and any additional to those identified in Appendix 4 will require allocation of additional revenue budget from the Investment Fund.

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Officer Interests:

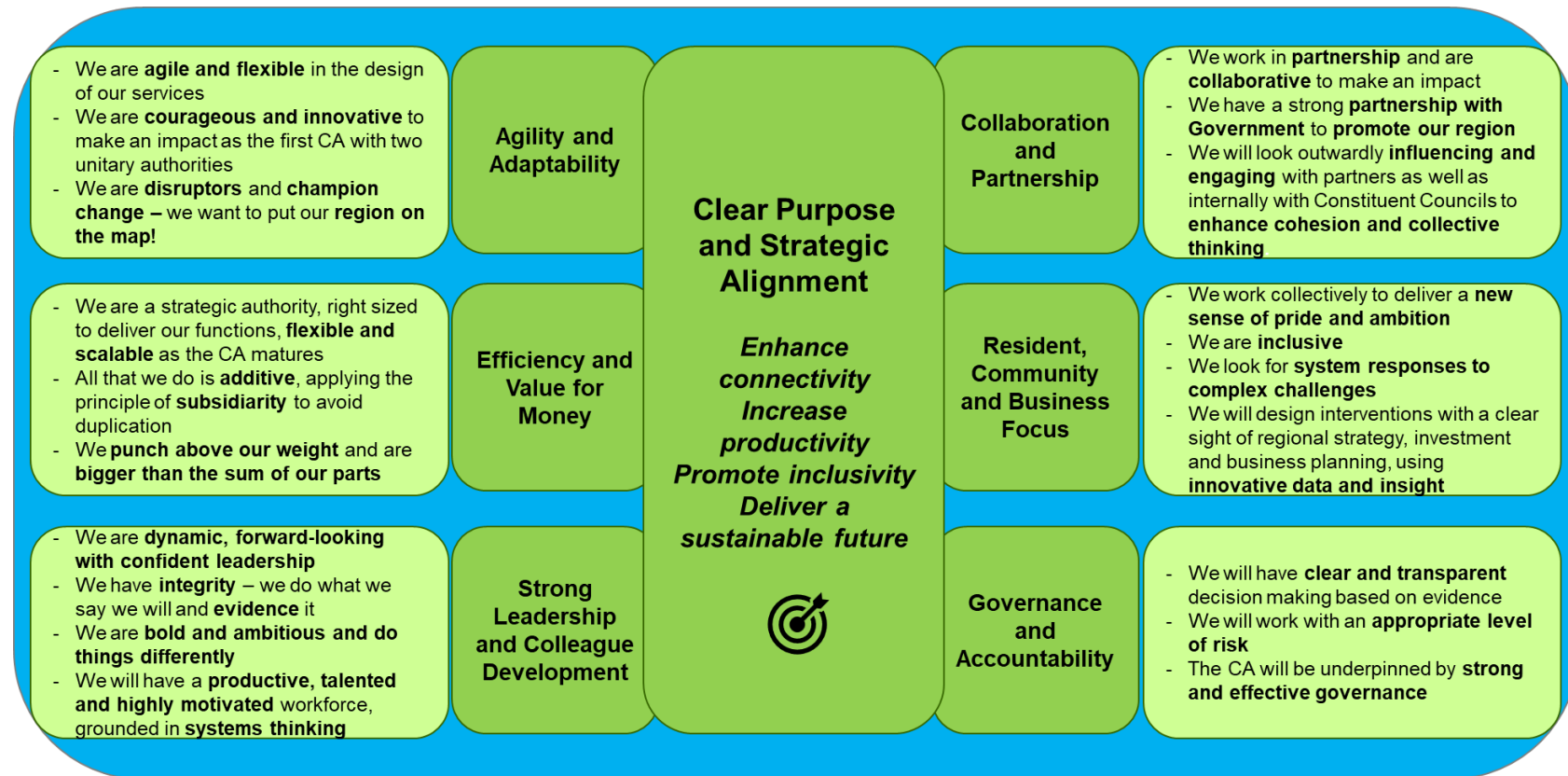
None

Appendices:

Appendix 1 – HEYCA Operating Model Principles
Appendix 2 – HEYCA Functions
Appendix 3 – Draft Location Principles
Appendix 4 - HEYCA Interim Team Structure

Background Documents:

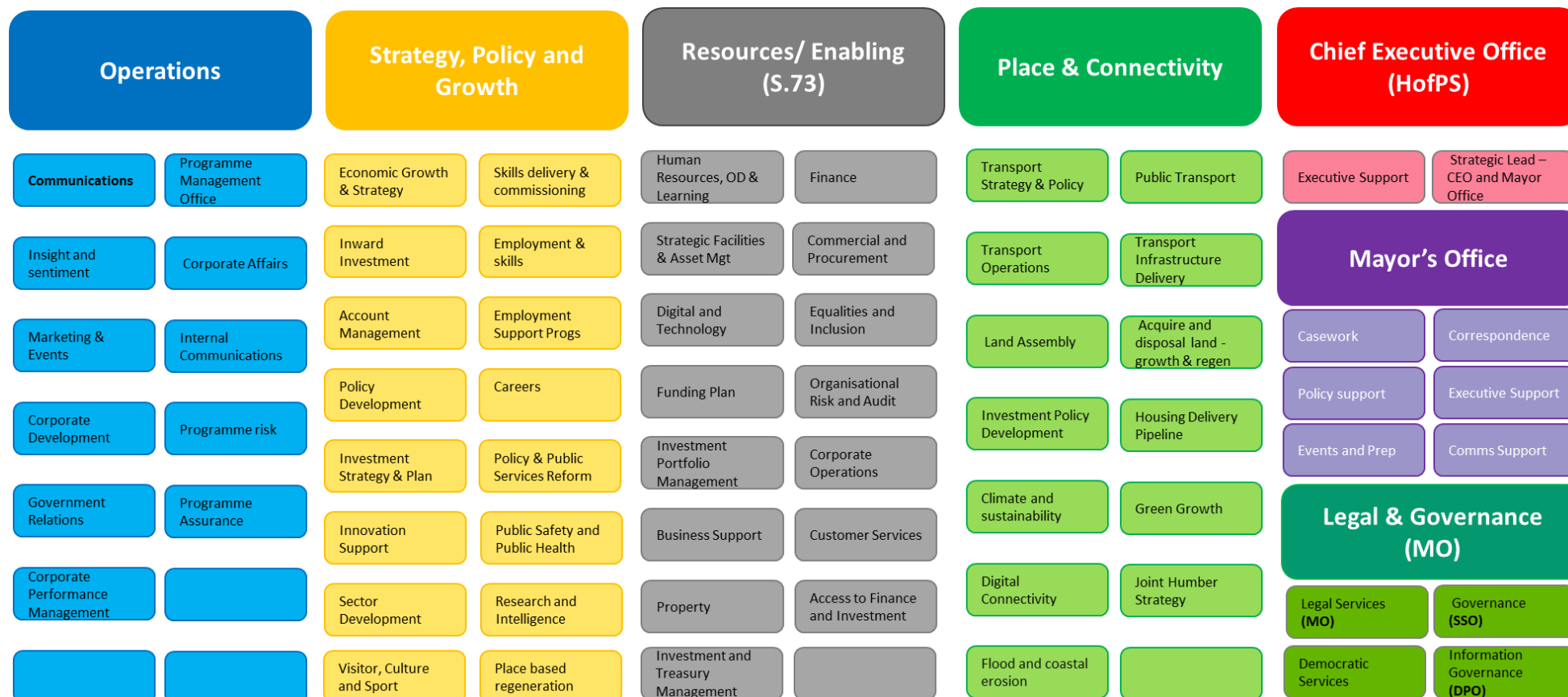
None



Appendix 2

HEYCA Functions

These are the functions to be delivered by the MCA – they are not individual roles.



Appendix 3

Draft Location Principles

1. There will need to be a "home base" for the MCA in an 'identifiable' location – that creates visible, physical presence across the region.
2. The MCA base will be in an area people can access and want to come to work, there is access to talent and which represents the culture, values and emerging brand of the MCA.
3. The location will demonstrate the MCA's commitment to sustainability.
4. The cost of the MCA location will be defensible through effective use of public resources and have the possibility to create levelling up potential.
5. The location will be easily accessible by public transport for staff, partners and community, meet the needs of all colleagues (compliant to Equalities Act 2010) and be safe to travel to and from.
6. The location setting will be designed to enable working in partnership and collaboratively, for example break out areas, meeting rooms and hot desking.
7. The size of location will provide enough space for all colleagues to be able to work in the office daily.
8. The location will have access to high-speed Wi-Fi, technology and modern office equipment.
9. The location will be close to facilities, for example cafes / shops and childcare.

Hull and East Yorkshire Combined Authority Interim Team Structure

Updated: 6 June 2025

Executive Leadership

Job Title	Key Responsibilities	Dates
Chief Executive (Mark Rogers)	Statutory Head of Paid Service	Feb 25 to Dec 25
Senior Strategic Adviser, Resources (Amanda Mays)	Operating Model; deputy to the CX (non-statutory)	Mar 25 to Sep 25
Director of Finance (Julian Neilson)	Statutory Section 73 Officer	On loan from ERYC
Director of Legal and Governance (Lisa Dixon)	Statutory Monitoring Officer	On loan from HCC to 26 June

Programme & Delivery

Job Title	Key Responsibilities	Dates
Programme Director	Overall programme leadership	To December 25
Programme Manager	Operational programme planning, reporting, issue and risk management	Apr 25 to Oct 25

Chief Executive and Mayoral Office

Job Title	Key Responsibilities	Dates
Strategic Coordination (Chief Exec & Mayoral Offices)	Oversight of the CEx and Mayoral Office, strategy and comms	Jun 25 to Nov 25
Executive Assistant (Mayor)	Diary management, casework, executive support	Apr 25 to Sep 25
Executive Support Officer (Mayor and CX)	General administrative and meeting support	Apr 25 to Sep 25
Executive Assistant (CX)	Assisting Chief Executive, diary, admin	Jun 25 to Nov 25

Case Worker (Mayor)	Dealing with mayoral case work	Jun 25 to Sep 25
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Strategic Advisers

Job Title	Key Responsibilities	Dates
Prosperity Strategy	Economic development and governance advice	May 25 to Sep 25
Prosperity Strategy	Economic development and governance advice	May 25 to Sep 25
Skills, Health & Employment	Get Britain Working; health and wellbeing	Jun 25 to Nov 25
Strategic Governance and Legal	Interim Monitoring Officer (from 26 June)	Jun 25 to Nov 25
Transport	Transport Lead	Apr 25 to Dec 25
Scrutiny Officer	Statutory scrutiny officer	Jun 25 to Nov 25

Functional Leads

Job Title	Key Responsibilities	Dates
Communications	Mayoral and corporate communications	May 25 to Nov 25
People	HR operations; service-level agreements	Apr 25 to Nov 25

Constituent Councils Workstream Leads

Area	Council
Skills	East Riding of Yorkshire Council
Transport	East Riding of Yorkshire Council
Finance	East Riding of Yorkshire Council
Governance	Hull City Council
Inclusive Growth	Hull City Council
Housing	Hull City Council



Report to the Combined Authority

26 June 2025

Appointment to Outside Organisations

Report of the Interim Monitoring Officer

Report Status:

This item is not exempt

Therefore exempt reasons are not applicable

This is a non-key decision.

1. **Purpose of the Report and Summary**

- 1.1 The purpose of this report is to present to the Combined Authority the Outside Bodies to which appointments are made on an annual basis

2. **Recommendations**

- 2.1 That the Board considers the schedule of Outside Body Appointments at **Appendix 1** and makes appointments to ensure that roles are filled in accordance with the guidance and requirements of Outside Bodies contained within this report.

3. **Reasons for Recommendations**

- 3.1 To ensure that the Combined Authority is fulfilling its obligation to appoint members to organisations which require appointees.

4. **Background**

- 4.1 The Constitution provides at Section 4.2 that at the Annual Meeting of the Combined Authority appointments are made by the Combined Authority to Outside Bodies.

5. **Issues for Consideration**

- 5.1 The list of Outside Bodies at **Appendix 1** is organised into a form that details the function, nature of appointment and any relevant qualification or restrictions on appointments.

- 5.2 Details of appointments and the governance documents relating to such outside bodies are provided here/on the list of background documents to enable Board members to better understand the role and responsibilities associated with such appointments:

Transport for the North

The Combined Authority is a Constituent Authority of Transport for the North, a sub-national transport body. Transport for the North's general functions as a sub-national transport body include:

- To develop and implement a Strategic Transport Plan
- To act as 'one voice' for the North, relaying priorities to the Secretary of State
- To Coordinate and deliver smart ticketing systems across the North
- To become a statutory partner in road and rail investment decisions
- To oversee (jointly with Department for Transport) franchised rail services covering Northern and TransPennine Express franchises
- To construct new roads, with the agreement of Government and relevant highway and local authorities
- To decide on capital grants

In addition, Transport for the North exercises functions concurrently with the Combined Authority in respect of making capital grants towards capital expenditure on public transport facilities, and in respect of ticketing schemes.

The Combined Authority is required to make appointments to a number of Transport for the North Boards and Committees:

Transport for the North Board and Partnership Board:

As a Constituent Authority the Combined Authority appoints Combined Authority Member as a voting member of Transport for the North Board and Partnership Board. This must be the Mayor or a Constituent Council Combined Authority member with responsibility for transport. The Combined Authority must also appoint a substitute for the voting member who can be any other elected member.

Transport for the North Rail North Committee (RNC):

The Rail North Committee advises the Transport for the North Board on rail services and infrastructure improvements and all matters relating to rail franchise and contract management in the Rail North area.

The nominations for RNC must be same Member and Substitute Member who have been nominated for TfN Board and Partnership Board;

however the main Member and substitute may reverse their roles if they wish to.

Transport for the North Audit and Governance Committee:

The Audit and Governance Committee is a key component of corporate governance providing an independent, high-level focus on the audit, assurance and reporting framework underpinning financial management and governance arrangements.

The membership is chosen across TfN's Constituent Authorities, it is for the Combined Authority if it wishes to nominate a representative to be considered. Nominees can be any member of the Constituent Councils.

Transport for the North Scrutiny Committee:

The Scrutiny Committee has been established to review the decisions of the Transport for the North Board. Members can scrutinise and challenge the arrangements, and investigate matters of strategic importance to residents, those travelling within the combined administrative areas, and other stakeholders. Appointees can be any member of the Combined Authority or Constituent Council except Members appointed to the TfN Board (either as lead or substitute) to ensure that Executive arrangements and decision making is distinct from scrutiny oversight.

Transport for the North General Purposes Committee:

The General Purposes Committee has power to determine any matter which is not reserved to the Transport for the North Board nor delegated to the Rail North Committee and which is not decided by the Chief Executive under his delegated authority.

This appointment must be the Mayor or a Constituent Council Combined Authority member with responsibility for transport. The Combined Authority must also appoint a substitute for the voting member who can be any other elected member.

6. Equalities Impact Information

6.1 There are no direct equalities impacts.

7. Options and Risk Assessment

7.1 The Combined Authority must make appointments to vacant positions on Outside Bodies at its Annual General Meeting. In future, appointments can be revoked and appointees replaced; However, consideration needs to be given to the impact on the organisation to which the appointment is made, particularly where there has been investment by that organisation in training and development for the role on the basis of an anticipated term of appointment.

- 7.2 Appointments have to be made in accordance with the legislative requirements applicable to the appointments to those bodies.

8. **Legal Implications and Statutory Officer Comments**

- 8.1 The Sub-national Transport Body (Transport for the North) Regulations 2018 were amended by the Hull and East Yorkshire Combined Authority Order 2025 to replace Hull and East Riding of Yorkshire Councils with the Combined Authority, making it an executive member. TfN is prescriptive in its requirements for membership of its various committees and appointing members will give the Combined Authority a strong voice at a regional strategic level.

9. **Financial Implications and Statutory Officer comments**

- 9.1 There are no financial implications arising from the recommendations within this report.

Lisa Dixon
Interim Monitoring Officer

Contact Officers:

Alex Holgate, Head of Governance, Hull City Council

Officer Interests:

None

Appendices:

Appendix 1 – List of Outside Organisations

Background Documents:

Outside Body Membership 2025/6

Appointed by	Body	Function	No of Members (of the Body)	Number of Authority Members	Term (or on ceasing to be a member of the Authority that appointed them)	Current Authority Representative	Date appointed	Date to be reappointed	Nominations	Restrictions/qualifications for appointment	Further Information
HEYCA	Transport for the North (TfN) Board	Sub-regional transport body	14 (+ 1 Chair)	1 (+ 1 substitute)	1 year	N/A	N/A	May 2026	Required	Mayor, or CA member with responsibility for Transport. Substitute can be any other elected member.	Committee details - Transport for the North Board - Transport for the North
HEYCA	TfN Rail North Committee	Committee of TfN	14 (+14 substitutes)	1 (+1 substitute)	1 year	N/A	N/A	May 2026	Required	Must be the same as above, but roles may be reversed.	Committee details - Rail North Committee - Transport for the North
HEYCA	TfN Audit and Governance Committee	Committee of TfN	6 (+6 substitutes)	1 (+1 substitute) can be nominated	1 year	N/A	N/A	May 2026	Required	Membership chosen across TfN's Constituent Authorities – HEYCA can choose to nominate Nominees can be any member of the Constituent Council.	Committee details - Audit & Governance Committee - Transport for the North
HEYCA	TfN Scrutiny Committee	Committee of TfN	14 (+ 14 substitutes)	1 (+1 substitute)	1 year	N/A	N/A	May 2026	Required	Any member of CA or Constituent Council except Members appointed to the TfN Board (either as lead or substitute).	Committee details - Scrutiny Committee - Transport for the North
HEYCA	TfN General Purposes Committee	Committee of TfN	14 (+14 substitutes)	1 (+1 substitute)	1 year	N/A	N/A	May 2026	Required	Must be the same the TfN Board above, but roles may be reversed.	Committee details - General Purposes Committee - Transport for the North



Report to the Combined Authority

26 June 2025

Independent Remuneration Panel Allowances Report

Report of the Interim Monitoring Officer

1. Purpose of the Report and Summary

- 1.1 At the Hull and East Riding Unitary Leaders Board meeting on 29 January 2025 it was agreed that the East Riding of Yorkshire Council's existing Independent Remuneration Panel (IRP) would be used by the Combined Authority to help it develop an Allowances Scheme. Since that meeting the IRP has met on numerous occasions to help it develop recommendations in relation to any proposed scheme.
- 1.2 In determining a revised scheme of allowances, the Combined Authority must have regard to the advice of its Independent Remuneration Panel and must publish both the Panel's report and the Council's decision thereon. Its recommendations are set out in the Panel's report at **Appendix 1**.

2. Recommendations

- 2.1
 - a) That the Combined Authority adopts the recommendations contained with the Independent Remuneration Panel's Report.
 - b) That the Members' Allowances Scheme take effect from the date of this meeting.
 - c) That the members of the Panel be thanked for their work.

3. Reasons for Recommendations

- 3.1 The Panel has carried out extensive benchmarking, has spoken to relevant individuals and reviewed all other Combined Authority IRP Reports prior to submitting its report attached at **Appendix 1**. In submitting the report, the Panel felt that the recommendations met the needs of the newly established Hull and East Yorkshire Combined Authority whilst balancing the need to protect the public purse.
- 3.2 As required by the Regulations a notice has been published in the Hull Daily Mail and on the Combined Authority's website, which states that

the Combined Authority has received recommendations from an IRP and describes the main features of the Panel's recommendations.

4. **Background**

- 4.1 An Allowance Scheme for the Combined Authority must be in line with the relevant legislation. Regulation 4 of the Local Authorities (Members' Allowances) (England) Regulations 2003 make provisions about the payment of allowances to members of local authorities and certain related bodies. The Hull and East Yorkshire Combined Authority Order 2024 details the remuneration or allowances payable by the Combined Authority, the elements of which are set out in Schedule 1, Regulation 7 of the Order that can be considered by the Panel and are outlined below.

7. Remuneration

(1) The Combined Authority may establish an independent remuneration panel to recommend a scheme to the Combined Authority regarding the allowances payable to -

the Mayor;

the Deputy Mayor provided that the Deputy Mayor is not a leader or elected mayor of a constituent council;

constituent council members appointed to the Overview and Scrutiny Committee of the Combined Authority;

constituent council members appointed to the Audit Committee of the Combined Authority.

(2) An independent remuneration panel must consist of at least three members none of whom may be -

a member of the Combined Authority or a member of a committee or sub-committee of the Combined Authority or a member of a constituent council;

disqualified from being or becoming a member of the Combined Authority.

(3) The Combined Authority may pay the expenses incurred by the independent remuneration panel established under sub-paragraph (1) in carrying out its functions and may pay the members of the panel such allowances or expenses as the Combined Authority may determine.

- 4.2 The Combined Authority must have regard to the Panel's advice in determining its scheme as set out below.

The Combined Authority may only pay an allowance to the people listed in paragraph 7(1) if the Combined Authority has—

(a) considered a report published by the Independent Remuneration Panel established under paragraph 7(1) which contains recommendations for such an allowance, and

(b) approved a scheme for the payment of the allowance providing that scheme does not provide for the payment of allowances of an amount in

excess of the amount recommended by the independent remuneration panel.

The Panel will submit its independent report including any recommendations for the allowance scheme to the Combined Authority meeting on the 30 April 2025. It will be the decision of the Combined Authority whether or not they accept the recommendations, but the Combined Authority must have due regard to any recommendations before making its decision

Having done so, the Combined Authority must ensure that copies of the revised scheme are available for public inspection and are published in one or more newspapers circulating in its area.

5. **Issues for Consideration**

- 5.1 The Combined Authority is asked to consider the Panel's recommendations for its new scheme. Without an effective allowance scheme the Combined Authority will not be able to operate effectively in line with other Combined Authorities across the country. Any scheme can only be approved if it is not in excess of the one which is recommended by the IRP. It is for the Combined Authority to decide whether or not it wishes to accept the recommendations of the Panel.

6. **Equalities Impact Information**

- 6.1 There are no impacts on groups with protected characteristics or other equalities issues.

7. **Options and Risk Assessment**

- 7.1 (i) That the Combined Authority adopts the recommendations contained with the IRP Report and establishes a new allowance scheme. This would allow the Combined Authority to operate effectively and fulfil its obligations.

This is the recommended option.

(ii) That the Combined Authority does not adopt the recommendations in the IRP report and no allowance scheme is adopted at this moment in time. This would hinder the Combined Authority's ability to operate however and no alternative scheme could be considered until a further review took place by the IRP.

8. **Legal Implications and Statutory Officer Comments**

- 8.1 The Monitoring Officer is the author of the report. The statutory provisions from which the recommendations flow are set out in section 4.

9. **Financial Implications and Statutory Officer comments**

- 9.1 The allowances within the recommended scheme can be met from within the Combined Authority's existing approved budget for members' allowances.

Contact Officers:

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Officer Interests:

None

Appendices: **Appendix 1 IRP Report**

Background Documents:

APPENDIX 1**1. REPORT OF THE INDEPENDENT REMUNERATION PANEL – JUNE 2025**

- 1.1 This report contains details of the analysis and recommendations of the Independent Remuneration Panel (IRP/Panel). The IRP was appointed by the Hull and East Yorkshire Combined Authority (HEYCA/Combined Authority) to make recommendations to HEYCA for an initial scheme of allowances for the new HEYCA. The law requires the Combined Authority to make an allowance scheme that provides for the payment of allowances each year. Where the Combined Authority seeks to implement or review any aspect of its scheme it must first take account of any recommendations from the IRP, which has been established for this purpose. The review followed the requirements of the Local Authorities (Members Allowances) (England) Regulations 2003.

- 1.2 The membership of the Panel comprises:

Beverley Porritt (Chair)
Mathew Buckley
Robin Fox
Susan Oliver

2. BACKGROUND

- 2.1 The Panel met on four occasions between 15 January 2025 and 1 April 2025. Whilst the Panel received administrative support and advice from a small group of East Riding of Yorkshire Council officers, the recommendations put forward are solely those of the Panel.
- 2.2 Members of the Panel were provided with legislative and policy documentation in relation to Combined Authorities, this included but was not limited to the Order for HEYCA and the legislation relating to Allowance Schemes. A link to other Combined Authority Committee YouTube meetings was also provided so they could review how Combined Authorities operate and gain an insight into their workings. The Panel already had a good understanding of how Council and Fire Authority committees worked due to their previous reviews of allowance schemes for these organisations. However, the Panel felt it was important to understand the differences between their previous reviews of the Council and Fire Authority against how Combined Authorities operated to assist them in making appropriate recommendations for the new HEYCA Allowance Scheme.
- 2.3 The Panel was provided with extensive benchmarking information relating to Allowance Schemes from all other Combined Authorities across the country, this included copies of all other Combined Authority IRP Reports. To help understand local schemes they were also provided with the relevant local authority schemes. The Panel paid particular attention to the scope and scale of the functions devolved to the new HEYCA as set out in the Deal and Scheme. The Panel was also provided with information on the work undertaken by other prominent local leaders, such as the Police and Crime Commissioner and MPs

and also considered other UK Government allowances. Whilst this was helpful, the Panel recognised the difficulty of making direct comparisons with other leadership roles due to recognising differentials in governance models, socio economic conditions, geographical areas and budgets and with those who may look to take up roles within the Combined Authority, both in terms of time spent undertaking the role and the specific challenges they faced.

- 2.4 This report sets out the areas considered by the Panel along with its recommendations. A table summarising the Panel's recommendations is attached at **Appendix A**. The proposed new Combined Authority Allowances Scheme and Schedule is set out at **Appendix B**.
- 2.5 The Panel wish to thank those Members of both constituent authorities, officers and the Chair of the Hull IRP who have provided their contributions to the Panel for consideration by providing their views, offering their opinions or by submitting feedback, to compliment the Panel's views and for informing their recommendations for the implementation of the Combined Authorities new Members' Allowances Scheme.

3. **REQUIREMENTS OF THE PANEL'S REVIEW**

- 3.1 The Panel is required to make recommendations on the following aspects of the Members' Allowances Scheme:
- The Mayor;
 - The Deputy Mayor provided that the Deputy Mayor is not a leader or elected mayor of a constituent council;
 - Constituent council members appointed to the Overview and Scrutiny Committee of the Combined Authority;
 - Constituent council members appointed to the Audit Committee of the Combined Authority.
 - The Independent Member of the Audit Committee
 - Duties for which travelling and subsistence allowances can be paid and the amounts.
 - The nature of any indexing and for how long this should apply.

4. **PANEL RECOMMENDATIONS**

4.1. **Elected Mayor**

- 4.2. When considering the allowance for the Elected Mayor, the Panel took considerable time to review the benchmarking information they had been provided with and to understand the different remits of Combined Authorities along with the associated IRP workings of other Combined Authorities. The Panel paid particular interest to the remuneration paid to other public bodies and associated leadership roles. As the new HEYCA area did not currently have an elected Mayor, it was felt that it would be important to understand and consider how similar leadership roles were remunerated across the country. The Panel noted the voluntary element to this type of role however it was considered important that the recommended allowance should be

commensurate with attracting the right candidates for the role. The panel also noted that the Elected Mayors role was expected to be a full-time role and that he could not hold any paid office or employment, where appointments or elections to it are or may be made by or on behalf of the combined authority or any of the constituent councils. They felt that this would be a significant consideration and would factor in ensuring the allowance was set at the right level.

- 4.3. The Panel felt it was important to set the allowance for this role above the Local Authority Leader allowances and below Member of Parliament allowances. They considered the PCCs allowance and felt that this was a good benchmark, although they considered and took into account the PCC covered a larger area and their remit was significantly different from the remit of the Combined Authority. They also noted that the PCC schemes are set nationally.
- 4.4. When considering and benchmarking against other Combined Authority schemes, the Panel felt that Tees Valley Combined Authority was the best comparable area to use as a benchmark. The Population was of a similar size and they had received a similar deal from government. They noted from the information provided that Tees Valley had considered an uplift to their original recommendation in 2021, which was ultimately rejected in 2023. The Panel noted the time that had passed since the original Tees Valley recommendations in 2021. Of particular interest to the Panel was a Local Government Association (LGA) commissioned report from 2022 that was produced to help their Panel in its review of their Scheme. The recommended option 2 within the LGA report, provided the Panel with a helpful benchmarking approach which was in line with this Panels' thinking - notably that there was a correlation between what Mayors and Local Authority Chief Executives are paid. Taking their local salaries into account, it was felt that 44 to 49% of a Chief Executives salary was an appropriate remuneration in their area. The HEYCA Panel felt that this was a helpful option and having considered local financial information felt that something in the region of 40% would be a helpful starting point for this allowance.
- 4.5. The Panel also noted that all other Combined Authority schemes seemed to have developed over time. It was felt that it was important to recommend a scheme that had scope to grow with the growth of the Combined Authority given it was a new role within a new Combined Authority. The Panel remained conscious that there would likely be significant development and growth, once a Mayor was in place so that the scheme would benefit from further review in line with the expected growth. They also noted that it was important to set an allowance that the Members of the Combined Authority would find acceptable, in line with other schemes and with what a reasonable member of the public would expect, which they deemed as an important factor.
- 4.6. Taking all the above into account and following a detailed analysis and review of all the information they had been provided with, the Panel recommend an allowance of £72,000 for the elected Mayor.

Recommendation 1	That the allowance paid to the Hull and East Yorkshire Mayor should be set at £72,000.
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5. Deputy Mayor

- 5.1. When considering the Deputy Mayors allowance, the Panel reviewed benchmarking information they had been provided with. The Panel considered the regulations and the legal requirement that the Deputy Mayor could only receive an allowance if they were not a Leader or an Elected Mayor of a constituent council. Having reviewed The Hull and East Yorkshire Combined Authority Order 2025 and the Scheme and having spoken to relevant officers and Members it was understood that locally it would be the Leaders and their Deputies of the constituent Councils who would make up the Combined Authority Executive Board. The Panel felt that the logical choice for a Deputy Mayor would only be the Leader of one of the constituent Councils. At this point neither was there a clearly defined role for the Deputy so it was hard for the Panel to understand what exactly the new appointed Mayor would expect them to do. On this basis and taking into account the restrictions on whom it could be an allowance for a Deputy Mayor was not recommended whilst acknowledging this could be reviewed at a later date.

Recommendation 2	That no allowance should be set for the Deputy Mayor.
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6. Chair of Audit

- 6.1. The Panel considered options for the Chair of the Audit Committees Allowances. The Panel were conscious that the Audit Committees role would be to hold the Mayor to account and to provide independent assurance on the HEYCA governance, internal control and risk management arrangements, and to oversee the statutory financial reporting process. Given this was a new role in the HEYCA area the Panel felt this was an extremely important task, which required a suitable and appropriate allowance associated with the role. The Panel had access to other Combined Authority Audit meetings to help them understand the role for consideration.
- 6.2. The Panel noted that it was hard to consider the initial size of the role because no meetings were currently scheduled, but the Panel considered and noted that the Audit Committee would likely meet up to four times a year (quarterly). The Panel noted the constituent councils had similar roles, but that the Mayors Deal and resultant budget would differ. They also noted that the Humberside Fire Authority Scheme was a useful comparator because it was a comparable outside body as Members in the HEYCA area already attended the Fire Authority and received an allowance for it. Having considered the benchmarking information provided, the Panel noted that not all Combined Authorities currently paid allowances for this role but felt that this was due to restrictions placed on some Combined Authorities by virtue of the Order in place. However, they felt that it was important to recognise the importance of the role and local practices, such as those in Local Authorities current allowance schemes and the Humberside Fire Authority who have

schemes where the role attracted an allowance, which if mirrored would encourage the best elected Members to come forward to support the Combined Authority. Therefore, the Panel decided it was appropriate to set the Audit Chairs allowance at £7,000.

Recommendation 3	That the Chair of Audit allowance should be set at £7,000.
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7. Independent Person Audit

- 7.1. Having discussed the role of the Audit Committee in detail the Panel went on to discuss the allowance for the Independent Person. Like the Audit Committee, the Panel placed significant importance on this role. The Panel considered how this role would be recruited to it was apparent to the Panel that having a suitable allowance to attract the right individual was paramount. The Panel considered this was a new organisation which would come under scrutiny whilst it became settled and established. Taking this into account and having considered the benchmarking information available, the Panel recommended that the allowance be set at £250 per meeting, based on an expected minimum of 4 meetings per year this would mean that they were paid a minimum of £1,000 for the role. It was important to the Panel that the allowances reflected the seriousness of the role.

Recommendation 4	That the Independent Member of Audit's allowance should be set at £250 per meeting.
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8. Chair of Scrutiny

- 8.1. The Panel reviewed the benchmarking information they had been provided with. The Panel engaged in detailed discussions regarding the role of Scrutiny. The Panel felt it had a considerable understanding of this role as a result of the reviews it had previously worked on. The Elected Mayor and the Combined Authority will be scrutinised by the Scrutiny Committee and the Chair would play an important role in coordinating the Committee proceedings. The role of the Scrutiny Committee is to review and scrutinise decisions which affect residents and to make suitable recommendations. The Panel were conscious of the differences between those Scrutiny Committees they had previously reviewed - notably long-term strategy; while delivery of services is a key component it was felt; it is not the dominant feature for a Combined Authority as is the case for local authorities.
- 8.2. The Panel felt that whilst other IRP information they had been provided with was useful, the most important indicator came from the constituent Councils. The Panel was conscious of the need to ensure the allowance helped attract the best Members for the role, similarly to the discussion the Panel had regarding the Audit Committee. They noted that there would be competition for Members time, due to Members' existing roles and their associated allowances which re-enforced the need for an allowance to be payable. The Panel felt a point from other IRP reports was useful in reaching a recommendation and this was to use the Constituent Council allowances as a starting point with a reduction by a set percentage. They felt this was a safe

and sensible way of going about making recommendations for a new scheme. Having noted the differences between Hull and East Ridings schemes the Panel were minded to take the two allowances and then reduce them by 75% and then use the average as a starting point. The Panel felt that in recommending allowance for both the Audit and Scrutiny Committees was both fair to Members and the Public purse. The Panel noted that not all Combined Authorities currently paid allowances for this role but were mindful of the fact that in some cases it was due to restrictions on those Combined Authorities because of the Order in place. The Panel felt it was essential to recognise the importance of the roles within the Combined Authority. They also felt that the new HEYCA should start with attracting the right Members to the roles to make the Combined Authority stronger and to get the most out of the new opportunity that it presented.

Recommendation 5	That the Scrutiny Chair Allowance should be set at £10,485
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9. Other Members of Committees

- 9.1. The Panel went on to consider how Members attending Committees should be paid to attend meetings. The Panel were conscious that there was a need to ensure that suitable Members came forward to be on Committees of the Combined Authority. They noted the Humberside Fire Authority already paid all Members an allowance and considered this could be appropriate for the Combined Authority. The Panel appreciated the commitments faced by Members and this was something which was clearly communicated by Members as part of the initial implementation and recommendation process and felt that it was important to recognise the important role they played. Through their discussions with relevant officers and Members they also felt that recommending an allowance helped signify the importance of these roles. It was clear that both Scrutiny and Audit would play an important role and recommending an allowance they felt strongly supported this opinion. This was something which came through strongly from their discussion with other officers and Members. The Panel felt that £1,000 would be a suitable allowance. This would ensure that Members were keen to participate in the activity of the Combined Authority and that it would ensure good democratic governance.

Recommendation 6	That other Members of the Scrutiny and Audit Committees should receive an allowance of £1,000.
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10. Travelling and Subsistence Allowances

- 10.1. The Panel discussed in detail the arrangements around travel and subsistence. There was a very strong feeling that mileage rates should be kept simple and paid at the HMRC rate in line with other schemes in the area. This was also in line with other local allowance schemes.
- 10.2. Discussions also took place with regards to the amount of subsistence allowance that the Mayor should be paid. The Panel felt that it was important

that the Mayor was not restricted in anyway when they were representing the area and carrying out their role. The Panel wanted to ensure that there was enough flexibility within the scheme to ensure that the new Mayor could build their profile to that of other established Mayors. With this in mind, the Panel recommended it appropriate to include an allowance for breakfast, lunch and evening meal.

- 10.3. The Panel discussed arrangements for accommodation bookings for the Mayor. Having reviewed other schemes they felt that it would be appropriate for accommodation bookings to be undertaken directly through the Combined Authority. This was in line with how other schemes operated and would allow the new organisation to manage the process closely during its establishment. The Panel recommended that this should be for accommodation outside of the Combined Authority area only. For all travel and subsistence value for money should be a paramount consideration.

Recommendation 7	<p>That the following arrangements be made in respect of milage and subsistence:</p> <ul style="list-style-type: none"> • Mileage rates – should be paid the same as the HMRC rate • Subsistence allowance rates be set at <ul style="list-style-type: none"> - Breakfast £9.67 - Lunch £13.28 - Tea £25.86 • Travel and accommodation paid at cost in line with agreed scheme.
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11. Indexation

- 11.1. Throughout their review the Panel were conscious that HEYCA was a new organisation and that it would likely evolve quickly once an Elected Mayor was appointed. The Panel considered the Mayor would be the driving force within the new Combined Authority once elected. The Panel considered that indexation was an important factor in any scheme, from previous experience of reviews they had carried out. However, they were minded given how things may change over the next year, to recommend that a further review is carried out in a years' time. This would allow any IRP convened following the Election of the Mayor and the establishment of the HEYCA, to look at the scheme again. It would provide an opportunity to speak to the new Mayor, established officers from within HEYCA and it help them understand how HEYCA was operating compared to others around the country. On this basis the Panel recommended that no indexation be applied, and a further review take place before any changes to the new allowance scheme occur.

Recommendation 8	No indexation should be set, and the allowances should be reviewed prior to 2026/27
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13. Conclusion

- 13.1 The Panel wishes to thank all Members and officers who contributed to the work of the IRP in conducting the review. The Panel have considered the financial

impact of their proposed scheme and feel that as a percentage of the overall budget for the Combined Authority it is appropriate and provided value for money in terms of democratic oversight. They also felt that their recommendations took account of and were in line with other existing Combined Authority schemes. The Panel hope that the Combined Authority can support the recommendations in relation to the new scheme for the Hull and East Yorkshire Combined Authority.

Appendices

Appendix A – Summary of the Independent remuneration Panel Recommendations

Appendix B – Proposed Allowances Scheme and Schedule

Appendix A

Summary of the Members' Allowances Panel Recommendations

Recommendation 1	That the allowance paid to the Hull and East Yorkshire Mayor should be set at £72,000.
Recommendation 2	That no allowance should be set for the Deputy Mayor.
Recommendation 3	That the Chair of Audit allowance should be set at £7,000.
Recommendation 4	That the Independent Member of Audits allowance should be set at £250 per meeting.
Recommendation 5	That the Scrutiny Chair Allowance should be set at £10,485
Recommendation 6	That other Members of the Scrutiny and Audit Committees should receive an allowance of £1,000.
Recommendation 7	That the following arrangements be made in respect of milage and subsistence: <ul style="list-style-type: none"> • Mileage rates – should be paid the same as the HMRC rate • Subsistence allowance rates be set at <ul style="list-style-type: none"> - Breakfast £9.67 - Lunch £13.28 - Tea £25.86 • Travel and accommodation paid at cost in line with agreed scheme.
Recommendation 8	No indexation should be set, and the allowances should be reviewed prior to 2026/27

Appendix B

X. Members' Allowances Scheme

1. Allowances

- 1.1 One allowance is payable to each Member as per Schedule 1.
- 1.2 Allowances are not cumulative and only the highest single allowance applicable is payable to any one Member.

2. Travelling and Subsistence Allowances

- 2.1 Travelling and subsistence allowances are payable as per Schedule 1 to Members for attendance at the following –
 - (a) Meetings of the Combined Authority.
 - (b) Such other duties as are approved in advance by the Combined Authority.
 - (c) Seminars organised by the Combined Authority or otherwise approved by the Combined Authority.
 - (d) Attendance at meetings with officers, Members or constituent Councils on legitimate Combined Authority business.
 - (g) Outside bodies as agreed and authorised by the Combined Authority.
 - (i) Such other duties as are approved in advance by the Head of Paid Service in consultation with the Section 73 Officer. Any claims disallowed, at the request of the Member, can be referred to the Independent Remuneration Panel in the form of a written submission, as soon as practically possible.
 - 2.2 The mileage rates payable are the same as HMRC's rates, which are reviewed nationally each year.
- #### 3. Claims and Payments
- 3.1 Allowances are paid monthly.
 - 3.2 Claims for travelling and subsistence allowances should be made on approved forms, together with supporting receipts within two months of the date of the duty in respect of which the entitlement to the allowances arise.
 - 3.3 Value for money is paramount and must be considered when making any claims. Any claims which may be considered not value for money, such as first

class travel must be approved in advance by the Head of Paid Service in consultation with the Section 73 Officer.

- 3.4 A Member may, by notice in writing given to the Head of Paid Service, elect to forgo any entitlement to an allowance under the Scheme.
- 3.5 Where a member is suspended or partially suspended from their responsibilities or duties as a Member of the Combined Authority the part of the allowances payable to them in respect of the period for which they are suspended or partially suspended will be withheld or repaid where already paid.
- 3.6 In the event of any amendments to the Scheme, changes in Members' responsibilities or terms of office which vary the allowances, the amounts payable are calculated pro rata to the number of days in the year ending 31 March.

4. Indexation

- 4.1 No indexation has been applied to this scheme.

Schedule 1**MEMBERS' ALLOWANCES – 2025**

£

1. Allowances

(a)	Elected Mayor	72,000
(b)	Members (per annum)	1,000
(c)	Overview and Scrutiny Chairmen	10,485
(d)	Audit Chairmen	7,000
(e)	Independent Person Audit - Per meeting	250

2. Travelling Allowances

(a)	Standard Car User - All engine cc's (per mile)	0.45
(b)	Public Transport -	Actual cost

3. Subsistence Allowances

(a)	Actual cost not exceeding	
	Breakfast - before 11 am	9.67
	Lunch - 12 noon to 2 pm	13.28
	Tea - 4 pm to 9 pm	25.86
(b)	Overnight accommodation (covering 24 hours)	Booked by CA

**Report to the Combined Authority**

26 June 2025

Report of the Interim Monitoring Officer**Combined Authority Meeting Schedule 2025/26****Report Status:**

This item is not exempt

Therefore exempt reasons are not applicable

This is a non-key decision.

1. Purpose of the Report and Summary

- 1.1 To propose a schedule of meetings for the 2025/26 Municipal Year as required by the Hull and East Yorkshire Combined Authority Constitution.

2. Recommendations

- 2.1 That the Combined Authority approves the dates and time of the ordinary meetings and committee meetings of the Combined Authority for the municipal year 2025/26 in accordance with the attached schedule (Appendix1).

3. Reasons for Recommendations

- 3.1 Proposing a schedule of meetings at the Authority's annual meeting is a requirement of the Hull and East Yorkshire Combined Authority Constitution.
- 3.2 Setting the meetings schedule at the start of the Municipal Year will ensure that the Authority is transparent in its approach to decision making and allow all members the opportunity to ensure their future availability.

4. **Background**

- 4.1 The Schedule of the Authority's Committees and Commissions is currently organised to ensure as few meeting clashes as possible.

5. **Issues for Consideration**

- 5.1 As the Authority develops over time there may be a need to alter this schedule, this can be done in consultation with the Monitoring Officer and subject to the availability of a majority of members on each Board/Committee.

6. **Equalities Impact Information**

- 6.1 The report provides details of the schedule of committee meetings over the municipal year, there are therefore no direct equalities impacts.

7. **Options and Risk Assessment**

- 7.1 **Approve the dates as per the attached schedules.**

Proposing a schedule of meetings at the Annual General Meeting is a requirement of Authority's Constitution.

This ensures that the meetings schedule is established at the start of the Municipal Year and that the Authority remains transparent in its approach to decision making. Doing so also enables all Members the opportunity to ensure their future availability and mitigates any future meeting clashes.

There is no risk associated with this option.

This is the recommended option.

- 7.2 **Do not approve the dates as per the attached schedules.**

Arranging the schedule to take account of all of the meetings of the Authority is a significant undertaking. Any changes proposed to any of the meeting dates will potentially have an impact on the availability of members who attend those Committees and staff resources in support.

The absence of an agreed schedule of meetings may cause delays in the decision-making process and would present a risk of the Authority being unable to effectively discharge its governance arrangements. As the proposed schedule of meetings is a requirement of the Authority's Constitution, this Option is not recommended.

This option is not recommended.

8. **Legal Implications and Statutory Officer Comments**

- 8.1 The Combined Authority is required to agree a schedule of meetings in accordance with its Constitution.

9. **Financial Implications and Statutory Officer comments**

- 9.1 There are no financial implications arising from the recommendations within this report.

Lisa Dixon, Interim Monitoring Officer

Contact Officers:

Lisa Dixon, Interim Monitoring Officer

Officer Interests:

None

Appendices:

Background Documents:

Business Board	Skills Board
13 June 2025	Wednesday, May 21, 2025
Wednesday, August 20, 2025	17 July 2025
Wednesday, October 8, 2025	18 September 2025
Wednesday, December 10, 2025	20 November 2025
Wednesday, February 11, 2026	22 January 2026
Wednesday, April 8, 2026	26 March 2026
	21 May 2026

