

ERDF Programme Delivery Team: East Midlands

<p>Andrew Morgan Job Title: Head of East Midlands Programme Delivery Team Tel: 0303 4446420 E-mail: andrew.morgan@communities.gsi.gov.uk</p>	<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Overall responsibility for the management of the Programme Delivery Team in the East Midlands Manage overall strategic direction of the Programme Delivery Team ensuring that delivery in line with department and OP requirements Act as a the regional representative for the East Midlands on national networks
<p>Stuart Creedy Job Title: Assistant Head of East Midlands Programme Delivery Team Tel: 0303 4446421 E-mail: stuart.creedy@communities.gsi.gov.uk</p>	<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Manage the overall delivery of the ERDF Programme in line with the Operational Programme Ensure that the Programme achieves its spend and output targets through the design and phasing of the ERDF Investment Framework Monitor overall Programme spend and performance and lead and co-ordinate reporting requirements
<p>Judith Dibley ERDF Technical Compliance Manager Tel: 0303 4446424 E-mail: Judith.dibley@communities.gsi.gov.uk</p>	<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Oversee the development and implementation of ERDF Management Control procedures Interpretation and guidance related to National and EU guidelines and regulations Lead and advise on the development of Financial Engineering projects within the ERDF Investment Framework
<p>Melanie Crunkhorn ERDF Governance Manager Tel: 0303 4446428 E-mail: melanie.crunkhorn@communities.gsi.gov.uk</p>	<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Manage the Secretariat role for the Local Management Committee and its sub-groups Lead on the development and implementation of the Programme's Publicity and Communications and Evaluation Strategies Oversee and co-ordinate the production of key reports for the Programme including the Annual Implementation Report
<p>Brenden Byczkowski ERDF Programme Manager Tel: 0303 4446417 E-mail: Brenden.b@communities.gsi.gov.uk</p>	<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Manage the overall Programme performance including commitments, spend and outputs Oversee the phasing and co-ordination of commissioning rounds in order to ensure that high quality projects are brought forward Analyse Management Information related to project performance within the Programme and agree appropriate remedial action with ERDF Contract Managers.



Bob Keech ERDF PA1 Contract Manager Tel: 0303 4446432 E-Mail: bob.keech@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ Lead on the development and management of Priority Axis 1▪ Monitor progress and performance (spend and outputs) of Priority Axis 1▪ Supports the Head of European Programmes in the achievement of spend and output targets through the design and phasing of the ERDF Investment Framework and Priority Axis level planning
Michelle Targett ERDF PA2 Contract Manager Tel: 0303 4446433 E-Mail: michelle.targett@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ Lead on the development and management of Priority Axis 2▪ Monitor progress and performance (spend and outputs) of Priority Axis 2▪ Supports the Head of European Programmes in the achievement of spend and output targets through the design and phasing of the ERDF Investment Framework and Priority Axis level planning
Sarah Walker ERDF Contract Officer Tel: 0303 4446436 E-mail: sarah.walker1@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To support the PA1 ERDF Contract Manager in ensuring effective and compliant delivery of projects in support of the Operational Programme and Investment Framework▪ To work closely with partners to ensure projects comply with appropriate Programme guidance▪ To support the PA1 ERDF Contract Manager on project and contract management
Jonathan Tinkler ERDF Contract Officer Tel: 0303 4446426 E-mail: jonathan.tinkler@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To support the PA1 ERDF Contract Manager in ensuring effective and compliant delivery of projects in support of the Operational Programme and Investment Framework▪ To work closely with partners to ensure projects comply with appropriate Programme guidance▪ To support the PA1 ERDF Contract Manager on project and contract management
Kevin Hall ERDF Contract Officer Tel: 03034446431 E-mail: Kevin.hall@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To support the PA2 ERDF Contract Manager in ensuring effective and compliant delivery of projects in support of the Operational Programme and Investment Framework▪ To work closely with partners to ensure projects comply with appropriate Programme guidance▪ To support the PA2 ERDF Contract Manager on project and contract management



Martin Holland ERDF Contract Officer Tel: 0303 4446434 E-mail: martin.holland@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To support the PA2 ERDF Contract Manager in ensuring effective and compliant delivery of projects in support of the Operational Programme and Investment Framework▪ To work closely with partners to ensure projects comply with appropriate Programme guidance▪ To support the PA2 ERDF Contract Manager on project and contract management
Debora Heath ERDF Team Administrator Tel: 0303 4446427 E-mail: debora.heath@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To provide the first point of contact for the team dealing with all internal and external enquiries▪ To establish and maintain appropriate administrative systems and procedures for the ERDF Programme Secretariat▪ Manage the ERDF Programme Secretariat
Louise Browne ERDF Appraisal and Monitoring Team Manager Tel: 0303 4446418 E-mail: louise.browne@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ Manage the quality and consistency of project appraisals to ensure ERDF regulations and requirements are met▪ To oversee the Project Engagement and A13 monitoring process▪ Manage workflow and priorities across the ERDF appraisal and monitoring team
Sharon Fenton ERDF Appraisal and Monitoring Manager Tel: 0303 4446419 E-mail: sharon.fenton@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To complete ERDF project appraisals, liaising directly with applicants to ensure applications are compliant with ERDF regulations and requirements▪ To undertake Project Engagement and A13 Monitoring Visits to check that projects are adhering to ERDF requirements
David Gibb ERDF Appraisal and Monitoring Manager Tel: 0303 4446426 E-mail: david.gibb@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To complete ERDF project appraisals, liaising directly with applicants to ensure applications are compliant with ERDF regulations and requirements▪ To undertake Project Engagement and A13 Monitoring Visits to check that projects are adhering to ERDF requirements
Vikki Hamer ERDF Appraisal and Monitoring Manager Tel: 0303 4446430 E-mail: vikki.hamer@communities.gsi.gov.uk	Key Responsibilities: <ul style="list-style-type: none">▪ To complete ERDF project appraisals, liaising directly with applicants to ensure applications are compliant with ERDF regulations and requirements▪ To undertake Project Engagement and A13 Monitoring Visits to check that projects are adhering to ERDF requirements



EUROPEAN UNION
Investing in Your Future
European Regional
Development Fund 2007-13

**Stephen Hayler**

Job Title: ERDF Management Accountant

Tel: 0303 4446429

E-mail: stephen.hayler@communities.gsi.gov.uk

Key Responsibilities:

- Manage the budgeting, forecasting and reporting processes in relation to the ERDF programme, including the Programme's N+2 target and individual project performance
- Devise and provide management and performance information to internal and external bodies
- Maintain, monitor and reconcile the Programme's financial records.