

East Midlands 2007-13 ERDF Programme – LMC Investment Sub Group Update

Purpose of the Paper

This paper seeks to update the Local Management Committee (LMC) on endorsements made by the LMC Investment Sub Group (ISG) at their meetings of 28 February and 26 April 2012

Recommendation

Members of the LMC are invited to:

- Review the operation of the ISG to date;
- Note the decisions made by the ISG since the last LMC meeting in February 2012; and
- Agree the amended ISG Terms of Reference.

1. Operation of the LMC Investment Sub Group

1.1 At the first LMC meeting, held on 9 December 2011, members agreed the LMC Investment Sub Group (ISG) membership, roles and responsibilities; and Terms of Reference (2007-13 ERDF LMC – 9 December 2011 – Paper 01 refers). They also undertook to review its operation in April 2012.

2. ISG Meetings

2.1 The ISG first met on 28 February 2012 and subsequently on 26 April. Further meetings are scheduled for:

30 May,
9 July,
6 September,
15 October; and
6 December 2012.

Details of the projects considered, along with the endorsement decision and the ERDF amounts are given at **Annex A**.

3. Terms of Reference

3.1 ISG members have suggested two amendments to the TORs previously approved by the LMC:

- A minimum of 5 nominated LMC Investment Sub Group members must be in attendance for the Group to be quorate.
- Projects seeking more than £1m ERDF or that the PDT consider 'novel and/or contentious' will be invited to attend and present to the ISG and be prepared to answer members questions.

Recommendation

Members of the LMC are invited to:

- Review the operation of the ISG to date;
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Annex A

Project Endorsement Meeting Date: 26th April 2012								 <small>EUROPEAN UNION Investing in Your Future European Regional Development Fund 2007-13</small> 
Certified By: _____								
Project Name	Applicant Organisation	Priority Axis	MCIS Project Reference	Total ERDF Funds £	Total Project Value	Project Soundbite/Request	Endorsement Decision	Additional Pre-Contract Conditions
Grantham Business Innovation Centre	Lincolnshire County Council	PA1	020_EMX080819	£4,573,157	£1,546,408	See Project Summary Form	Endorsed -with conditions	Time bound break clause to be written in to the funding agreement. (Full planning consent & Compulsory Purchase Orders (CPOs) are completed are obtained by 1 January 2013).
Cromford Mill	Arkwright Society	PA1	020_EMX06754	£1,095,395	£2,859,433	See Project Summary Form	Endorsed	
Partnerships In Knowledge Transfer	East Midlands Incubation Network	PA1	020_EMX08014	£577,554	£1,316,214	See Project Summary Form	Endorsed	
Chesterfield Canal	British Waterways	PA2	020_EMX08029	£103,000	£180,000	See Project Summary Form	Endorsed	
Ambition for Ashfield and Mansfield	Mansfield District Council	PA2	020_EMX08024	£1,209,633	£2,171,661	See Project Summary Form	Endorsed -with conditions	Project to work in synergy with NBV and Princes' Trust
Revival Lincoln	Lincoln Business Improvement Group	PA2	020_EMX05513	£612,000	£1,020,000	See Project Summary Form	Endorsed	
Creative and Digital Enterprise	Broadway Media Centre	PA2	020_EMX07201	£250,000	£457,240	See Project Summary Form	Endorsed	
Enterprising St Ann's and Sneinton	The Renewal Trust	PA2	020_EMX06751	£171,246	£273,036	See Project Summary Form	Endorsed -with conditions	Project to work in synergy with NBV and Princes' Trust
Regional SME Design	De Montfort University	PA1	020_EMX05513	£40,000	£975,000	Contract variation, request for further funding. See Project	Endorsed	
Destination Chesterfield	Chesterfield Borough Council	PA2	020_EMX07201	£156,000	£1,007,185	Contract variation, request for further funding. See Project	Endorsed	
Derby Station Interchange	Derby City Council	PA2	020_EMX06751	£204,991	£2,060,624	Contract variation, request for further funding. See Project	Endorsed	
Humberstone Gate East Gateway	Leicester City Council	PA2	020_EMX08000	£900,000	£3,035,000	Contract variation, request for further funding. See Project Summary Form	Endorsed -with conditions	
Chesterfield Gateway Enhancements	Chesterfield Borough Council	PA2	020_EMX08023	£326,315	£526,315	See Project Summary Form	Endorsed	
Grow Your Own Enterprise (additional)	Nottingham Business Venture	PA2	020_EMX08025	£378,500	£603,500	See Project Summary Form	Endorsed	
Princes Trust (additional)	Princes Trust	PA2	020_EMX08017	£759,481	£1,060,908	See Project Summary Form	Endorsed	

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Project Name	Applicant Organisation	Priority Axis	MCIS Project Reference	Total ERDF Funds £	Total Project Value	Project Soundbite/Request	Endorsement Decision	Additional Pre-Contract Conditions
G:Step	University of Leicester	PA1	020_EMX05569	£104,206	£1,814,935	Contract variation, request for further funding. See Project Summary Form	Endorsed	
MAS 3	PERA	PA1	020_EMX06793	£214,000	£5,956,618	Contract variation, request for further funding. See Project Summary Form	Endorsed	
Institute for Advanced Manufacturing	University of Nottingham	PA1	020_EMX08007	£979,028	£2,447,568	See Project Summary Form	Endorsed	Additional funding would be granted for one year only and the subsequent years 2 and 3 of funding would be reviewed and approved on an annual basis.
Postgraduate Placements in SMES	University of Nottingham	PA2	020_EMX08001	£293,205	£592,950	See Project Summary Form	Endorsed	
Chesterfield Gateway Enhancement scheme	Chesterfield Borough Council	PA2	020_EMX08023	£326,315	£526,315	See Project Summary Form	Referred	Requested to present project to members at next Sub-Group
Chesterfield Innovation Support	Chesterfield Borough Council	PA2	020_EMX08026	£126,400	£177,290	See Project Summary Form	Endorsed	
Humberstone Gate East Gateway	Leicester City Council	PA2	020_EMX08000	£900,000	£3,035,000	Contract variation, request for further funding. See Project Summary Form	Referred	Requested to present project to members at next Sub-Group
Enterprising New Arrivals	TREC	PA2	020_EMX07353	£184,536	£230,670	See Project Summary Form	Endorsed	
Corby Enterprise Support	The University of Nhants	PA2	020_EMX08027	£577,377	£874,295	See Project Summary Form	Endorsed	
Lincs TA	Lincolnshire County Council	PA3	020_EMX08016	£143,562	£287,124	See Project Summary Form	Endorsed	
Grow your own Ent x 4 applications, 2 o/s Derby and Leics	NBV	PA2	020_EMX08025	£2,047,456	£3,296,256	See Project Summary Form	Endorsed	
Work for Yourself	Bolsover DC	PA2	020_EMX08033	£282,316	£450,122	See Project Summary Form	Endorsed	
Sustainable Enterprise with the Prince's Trust, 1 o/s Leics	The Princes Trust	PA2	020_EMX08017	£3,725,426	£5,939,740	See Project Summary Form	Endorsed	



EAST MIDLANDS ERDF COMPETITIVENESS PROGRAMME (2007-2013)

LOCAL MANAGEMENT COMMITTEE (LMC) Investment Sub Group

TERMS OF REFERENCE, MEMBERSHIP AND WORKING ARRANGEMENTS

1. Role of the Local Management Committee Investment Sub Group

1.1 The LMC Investment Sub Group is established in accordance with Article 63 of Council Regulation (EC) No. 1083/2006. It will discharge specific tasks laid down in Article 65 delegated to it by the LMC including:

- Consideration and approval of project selection criteria

1.2 The Investment Sub Group is responsible for the consideration and approval of project selection criteria for the East Midlands Programme.

1.3 The Investment Sub Group will:

- a) Work within the LMC agreed rules of procedure, which will be publicised and made available on the programme website. This will include procedures to avoid conflicts of interest;
- b) Ensure that local priorities are actively considered and reflected in decision-making processes;
- c) Consider and approve criteria for selecting ERDF projects/operations and approve any revision of those criteria according to programme need;
- d) Review the development of specifications and calls for activity
- e) Monitor recommendations from the PDT in respect of assessment of outline applications
- f) Endorse (or not) recommendations made in respect of full applications following completion of the formal appraisal process by the PDT
- g) Consider and develop strategic linkages with other Structural Funds, domestic programmes and wider UK economic policy ensuring as appropriate they are accounted for in the development of selection criteria.
- h) Work with other LMC sub groups, working groups or task and finish groups as appropriate to enable the LMC to fulfil its responsibilities and to support the efficient implementation of the OP;

- i) Consider major projects before they are endorsed by the LMC prior to submission to the European Commission (defined as comprising a series of works, activities or services intended to accomplish an indivisible task of a precise economic or technical nature, having clearly identified goals and whose total costs exceed 50 million Euros);

2. Membership

- 2.1 The Sub Group will be chaired by the LMC Deputy Chair (Rachel Quinn) with the Head of ERDF Programme Delivery Team (PDT) (Andrew Morgan) acting as the Deputy Chair. This will provide an important link between the work of the LMC and the Sub Group.
- 2.2 It is likely that this group will meet more often than the LMC and as such the members will need to be able to devote the appropriate time to the work of the group. It is envisaged that in the main the membership will be at delivery officer level with those involved having a detailed knowledge of what is happening on the ground.
- 2.3 Nominations for membership of the Sub Group will be made by the appointed LMC members with the final decision on the group membership resting with the LMC Deputy Chair as Chair of the Investment Sub group.
- 2.4 Investment Sub Group members will represent the sector for which they act as delegates rather than their individual organisations. Members will be required to ensure that appropriate consultation takes place within the sector they represent in advance of and following Investment Sub Group meetings to ensure that all appropriate partners have the opportunity to contribute to and are informed of the work of the group and progress of the programme.
- 2.5 The LMC will retain the ability to review the membership of the Sub Group over the life of the programme taking into account changes to programme area infrastructure and any revisions to the strategic focus of the OP, as well as members' attendance and commitment.
- 2.6 Recommendations made by the Investment Sub Group will then be considered by the PDT who as the Managing Authority, will process final decisions on the award of grant and the issue of Offer Letters in line with the East Midlands Operational programme and EC regulations.
- 2.7 The Membership of the Investment Sub Group will be published on the DCLG programme website (www.communities.gov.uk/erdf).

3 LMC Investment Sub Group Membership

Role	Sector	Organisation
Chair	LMC Deputy Chair	(Voluntary sector)
Deputy Chair	Head of ERDF PDT	Local organisation (as appropriate)
Member	Local Authorities (officers)	Regional nominations 2-3
Member	Local Enterprise Partnerships	2 -3

Member	Private Sector	Regional nomination
Member	HE	Regional nomination
Member	Environment /sustainability	Environment Agency
Member	Equality & Diversity Champion	Appropriate organisation
Member	ERDF PDT Secretariat	PDT
Member	Defra	Defra
Member	BIS Local	BIS local
		13 -15

4. Working Arrangements

4.1 The Investment Sub Group will operate in accordance with the following protocols:

- The LMC Deputy Chair will Chair the group;
- The ERDF Head of PDT will be the deputy Chair for the Group;
- The PDT will support the effective working of the group, engaging the Chair and Deputy Chair in the preparation of agendas and papers;
- The Agenda will normally be circulated **2** weeks in advance of meetings. In exceptional circumstances additional items may be added to the agenda after the initial agenda distribution;
- Meeting Papers will normally be circulated to members via email **7-10** working days in advance of a meeting. In exceptional circumstances, where deferment to the next LMC or sub group meeting could have a detrimental impact on delivery of the programme, or the project papers may be distributed with less notice than this;
- In the interests of sustainability, and unless otherwise requested/in exceptional circumstances, hard copies of papers will not be made available at the meeting;
- Decision-making will be by consensus. In the event of no consensus being reached, the Chair will be responsible for brokering an appropriate resolution;
- Agendas and minutes of previous meetings will be circulated at the earliest opportunity;
- Where it is necessary / appropriate to conduct business via written procedures, members will be given **10** working days within which to respond (unless exceptional circumstances require a shorter deadline). A non-response will be taken as approval of the proposal.
- Declaration of interest will be a standing item at the beginning of each meeting. Members will be required to declare any interest at the appropriate point in the meeting.
- The LMC Sub Group will operate according to the Nolan rules of conduct for those holding public office/engaged in public business.
- [The LMC will review how the Sub Group is operating in April 2012].

- **A minimum of 5 nominated LMC Investment Sub Group members must be in attendance for the Group to be quorate.**
- **Projects seeking more than £1m ERDF or that the PDT consider ‘novel and/or contentious’ will be invited to attend and present to the ISG and be prepared to answer members questions.**

4.2 Frequency of Meetings

- The Sub Group will meet as required and at least twice a year but normally no more than eight times a year.
- Notice of meetings will normally be given at least 10 working days in advance.

5. Programme Delivery Team (PDT): Key Roles and Responsibilities

5.1 The PDT will provide administrative support for the governance arrangements established to oversee programme implementation. Its responsibilities will include:

- Support for LMC and sub-LMC governance arrangements e.g. coordination of agendas and papers, drafting of minutes.
- Liaison with LMC and LMC-sub group members at local, national and EU level
- Providing technical advice on eligibility and compliance issues, to LMC and sub groups as required.