



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



## **Yorkshire and the Humber Local Guidance to**

### **INDICATORS for**

### **ERDF PROGRAMMES 2007-13**

Local definitions and interpretations applying to national and  
local indicators

## Version History

<b>Title:</b> Yorkshire & the Humber Local Annex to Indicators for ERDF Programmes 2007-13					
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1	10.9.08	Original			Paula Shelley
2	30.09.09	Update to relate to YF new output document not National one to avoid confusion. Name Changed			Marilyn Skelton
3	30.6.10	Added an FAQ for calculating GVA, and included 1 day definition for SME assisted			Sarah Whitehead
4	1.4.12	Updated to reflect transfer to DCLG and process standardisation			Carl Howard

## Glossary

This glossary provides definitions of a number of terms used in this guidance:

<b>SME</b>	Small and medium sized enterprise. This guidance uses the European Union's definition of an SME which is available on its <a href="#">website</a>
<b>Social Enterprise</b>	Social enterprises are businesses with primarily social objectives whose surpluses are principally reinvested for that purpose in the business or in the community, rather than being driven by the need to maximise profit for shareholders and owners. <b>Cabinet Office Social Enterprise Unit definition</b>
<b>BAME</b>	Black, Asian and Minority Ethnic and to be reported as the categories below which reflect the 2001 census: <b>Mixed</b> - White and Black Caribbean, White and Black African, White and Asian, Other Mixed <b>Asian or Asian British</b> – Indian, Pakistani, Bangladeshi, Other Asian <b>Black or Black British</b> – Caribbean, African, Other Black <b>Chinese or other ethnic group</b> – Chinese, Other
<b>Brownfield Land</b>	<b>NB – new planning guidance was issued on 27 March 2012. This may affect the current definitions and if necessary it will be updated to reflect the latest advice as soon as possible.</b>

## Outputs included in Yorkshire and the Humber ERDF Programme 2007-2013

ERDF output name: Number of businesses assisted that are SMEs	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Output</b>	Number of businesses supported to improve their performance (O4) that are SMEs.
<b>Support</b>	The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b> .
<b>Local guidance</b>	<p>The Yorkshire &amp; Humber ERDF Programme breaks this output down as follows:</p> <p><b>In Priority 1:</b> <i>also</i> reported as <b>Number of projects (direct aid to SMEs)</b> or <b>Number of RTD projects</b>. Priority 1 projects should therefore report the total of SME assists under this output <i>and one</i> of the following subsets defined below:</p> <ul style="list-style-type: none"> <li>• Number of projects (direct aid to SMEs)</li> <li>• Number of RTD projects (Research &amp; Technological Developments)</li> </ul> <p><b>In Priority 2:</b> all SME assists should be reported under <b>Number of projects (direct aid to SMEs)</b> – see below. These are counted by the Yorkshire and Humber Programme as O3 (c) outputs for national reporting requirements.</p> <p><b>In Priority 3:</b> <i>also</i> reported where relevant as <b>Number of projects assisted that are social enterprises</b> and <b>Number of projects overcoming barriers employment</b>. Priority 3 projects should therefore report the total of SME assists under this output <i>and</i> could also report under <b>one or both</b> of the following subsets defined below:</p> <ul style="list-style-type: none"> <li>• Number of projects assisted that are social enterprises</li> <li>• Number of projects overcoming barriers employment</li> </ul> <p>SME assists are not counted under <b>Priority 4</b>.</p>
<b>Assistance</b>	<p>Provision of consultancy support, information, diagnostic advice and guidance to individual businesses, located within the region.</p> <p>The assistance can be personal face-to-face, telephone or web-based dialogue at conferences, seminars, workshops or through networks.</p>

ERDF output name: Number of businesses assisted that are SMEs	
Applies to ERDF Priorities 1, 2 & 3	
	<p>Activities should support the project objectives and be directed to improving the performance of the business. These may include support for:</p> <ul style="list-style-type: none"> <li>• management/leadership</li> <li>• corporate and social responsibility e.g. awareness raising on statutory and legal responsibilities</li> <li>• participation in new supply chains</li> <li>• marketing</li> <li>• use of R&amp;D</li> <li>• process and resource efficiency e.g. in use of ICT, waste management</li> <li>• environment management</li> <li>• quality assurance</li> </ul>
<b>Counted</b>	<p>It is counted when a business has received a <b>minimum of 2 days</b> active consultancy advice information, diagnostic and brokerage or other non-financial assistance, or a <b>minimum £1,000</b> grant or equivalent.</p> <p>Within a <b>project</b> a business can only be counted once irrespective of the number of times or forms of assistance it receives.</p> <p>Within a <b>programme</b> a business may be counted each time it receives assistance through a different project or intervention strand.</p>
<b>Beneficiary Characteristics</b>	<p>In addition to the component outputs, other areas for reporting and analysis might include:</p> <ul style="list-style-type: none"> <li>• the number of sole traders, micro, small, medium, large businesses, university spin-out companies etc. assisted</li> <li>• cluster/sector (Standard Industrial Classification - SIC) that was assisted</li> <li>• type of assistance e.g. R&amp;D (fundamental, industrial, experimental development)</li> <li>• number of new products, processes, services introduced as a result of the assistance</li> <li>• type of financial support equity support e.g. business angels, venture capital funds, cross-sector</li> <li>• improvements in resource efficiency e.g. waste reduction, re-use, recycling; increase in energy efficiency per m<sup>2</sup>, reduction in CO<sub>2</sub> emissions, increase use of renewable energy; reduction in water consumption</li> </ul>
<b>Exclusions</b>	<p>Distribution of mail-shots and brochures (electronic or hard copy). Large enterprises and those that do not fit the EU SME definition.</p>

ERDF output name: Number of businesses assisted that are SMEs	
Applies to ERDF Priorities 1, 2 & 3	
<b>Examples of Verification Evidence</b>	<p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, type of business. Evidence it is an SME (evidence as set out in the EU's SME definition or a completed self-certification form).</p> <p><b>Assistance</b> – Standard form (signed by finance director) confirming consultancy support provided and hours, date(s) assistance received, copy of grant letter to business/receipt.</p>
<b>Notes</b>	<p>Business is the term commonly used in the UK; the EU equivalent term is enterprise.</p> <p>The outcome or result measure is those with improved performance (see R4).</p> <p>In counting the output, there is no need to demonstrate performance improvement; this is the outcome measure which will be assessed during the project evaluation.</p> <p>Identifying the benefits by size of business, supports the Government's Impact Assessment approach.</p> <p>This is a subset of O4 that identifies the businesses assisted that are SMEs. An SME may also be a social enterprise SME, if it meets the relevant criteria for each category. If it does, then it may be counted under each category, without it being double counted.</p>

Subset of O3 (c)	
Local Indicator: Number of projects (direct aid to SMEs)	
Applies to ERDF Priority 1, 2 & 3	
Terms	Definitions
<b>Definition</b>	<p>This is a component of the SME assist output above (O4c) and as such all the definitions at O4 apply to it.</p> <p>SME companies receiving support to undertake Research and Technological Development (RTD) should however instead be counted under <b>Number of RTD projects</b> (see below).</p>

Subset of O3 (c)	
Local Indicator: Number of RTD projects	
Applies to ERDF Priority 1	
Terms	Definitions
<b>Output</b>	Number of SME companies receiving support to undertake Research and Technological Development (RTD)
<b>Assistance</b>	The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b> .
<b>Counted</b>	Those businesses supported which are SMEs.  A business can only be counted once within a project, irrespective of the number of times or forms of assistance it receives.
<b>Local guidance</b>	Number of RTD projects includes the subset – <b>Number of RTD co-operation projects between enterprises &amp; research institutions</b> defined below. Priority 1 projects can therefore count both these outputs for the same assist where the SME assistance includes co-operation with a research institution.
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of Verification Evidence</b>	As for O4(c) evidence may also include written evaluation reports of the RTD undertaken.
<b>Notes</b>	<p>This is a component of the SME assist output above (O4c) and as such all the definitions at O4 apply to it.</p> <p>A project is a completed piece of work by a business in either of the following areas:-</p> <ul style="list-style-type: none"> <li>industrial research: defined as “planned research or critical investigation aimed at the acquisition of new knowledge and skills for developing new products, processes or services or for bringing about a significant improvement in existing products, processes or services” among other things</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>experimental development: this is an extension of the old pre-competitive development category and is defined among other things as “the acquiring, combining, shaping and using of existing scientific technological business and other relevant knowledge and skills for the purposes of producing plans and arrangements or designs for new, altered or improved products,</li> </ul>

Subset of O3 (c)	
Local Indicator: Number of RTD projects	
Applies to ERDF Priority 1	
	processes or services". This category now extends to the development of commercially usable prototypes and pilot projects where they would be too expensive to produce only for experimental purposes; where there is subsequent commercial use any revenue generated has to be deducted from eligible costs.

Subset of Number of RTD projects	
Local indicator: Number of RTD co-operation projects between enterprises & research institutions	
Applies to ERDF Priority 1	
Terms	Definitions
<b>Output</b>	Number of SME companies receiving support to undertake Research and Technological Development (RTD) through collaboration with a research institution.
<b>Assistance</b>	The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b> .
<b>Research institution</b>	Includes UK Public Sector Research Establishments (PSRE) or equivalents, Research and Development Organisations (RDOs), Research and Technology Organisations (RTOs), Higher Education and Further Education Institutions.  Knowledge transfer is about transferring good ideas, research results and skills between the knowledge base and business to enable innovative new products and services to be developed and includes: <ul style="list-style-type: none"> <li>• research collaborations and free dissemination of research</li> <li>• contract research on behalf of industry</li> <li>• licensing of technology to business users</li> <li>• the sale of services, data and software</li> <li>• formation of joint ventures and spin-out companies.</li> </ul>
<b>Counted</b>	Those businesses supported which are SMEs.  A business can only be counted once within a project irrespective of



Subset of Number of RTD projects	
Local indicator: Number of RTD co-operation projects between enterprises & research institutions	
Applies to ERDF Priority 1	
	<p>the number of times or forms of assistance it receives.</p> <p>As a subset of <b>Number of RTD projects</b> an SME assist can be counted towards both outputs if it meets both definitions.</p>
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of Verification Evidence</b>	<p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, number of employees, date assistance received.</p> <p><b>Assistance</b> – standard form (signed by finance director) confirming consultancy support provided and hours, date(s) assistance received, copy of grant letter to business/receipt</p> <p><b>Knowledge Base</b> - name, address including post code, telephone number. Check it is included in the categories above. The name of the department involved in the collaboration and contact details.</p> <p><b>Collaboration</b> - Letter of agreement for collaboration/memorandum of understanding, which states what each partner is going to put in /receive from the collaboration, signed by senior officers of each organisation.</p>
<b>Notes</b>	<p>This output is a component of the <b>Number of RTD projects</b> output and as such all definitions of that output apply. However, there must also be verifiable evidence of a collaborative project between a business(es) and a research institute(s). The purpose is to encourage businesses (demand side) to collaborate with the knowledge base (supply side) to transfer knowledge and encourage innovation. The activity should be additional to supply side programmes e.g. Faraday, LINK etc.</p> <p>A collaboration between:</p> <ul style="list-style-type: none"> <li>• 1 business firm and 3 research institutions = 1</li> <li>• 3 businesses and the same research institution = 3</li> </ul>

Subset of O3	
ERDF output name: Number of businesses assisted that are social enterprises	
Applies to ERDF Priority 3	
Terms	Definitions
<b>Output</b>	Number of businesses that are social enterprises.
<b>Assistance</b>	The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b> .
<b>Counted</b>	This output is a subset of O3. All businesses counted under O3 can be disaggregated and counted under this output if they meet the social enterprise definition.
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of Verification Evidence</b>	<p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, type of business.</p> <p>Evidence that it is a social enterprise e.g. copy of the relevant section of the Articles of Association setting out its purpose.</p> <p><b>Assistance</b> – Standard form (signed by finance director) confirming consultancy support provided and hours, date(s) assistance received, copy of grant letter to business/receipt.</p>
<b>Notes</b>	<p>This is a subset of O3 and as such all the definitions at O3 apply to it. It measures those businesses assisted that are social enterprises. A social enterprise may also be a SME if it meets the relevant criteria for each category. If it does, then it may be counted under each category, without it being double counted.</p> <p>Social enterprises use a wide variety of legal forms; some incorporate as companies while others take the form of industrial and provident societies. From July 2005, social enterprises have also been able to register as community interest companies. There are at least 55,000 social enterprises in the UK with a combined turnover of £27billion per year. It encompasses co-operatives, development trusts, community enterprises, housing associations, football supporter's trusts, social firms and leisure trusts, among others.</p>

Subset of O3 (c) and/ or O3 (d)	
Local Indicator: Number of projects overcoming barriers to employment	
Applies to ERDF Priority 3	
Terms	Definitions
<b>Output</b>	<p>Number of SME / Social enterprises supported to overcome barriers to employment.</p> <p>In the context of Priority 3, support cannot be given to individuals, as this is the preserve of European Social Fund. Support to companies to enable them to overcome barriers to employment is therefore the unit of measurement.</p>
<b>SME / Social Enterprise</b>	Use definitions as per O3 (c) SME assist and/ or O3 (d) social enterprise assist.
<b>Assistance</b>	The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b> .
<b>Counted</b>	<p>Those businesses supported which are SMEs</p> <p>A business can only be counted once within a project irrespective of the number of times or forms of assistance it receives.</p> <p>Overcoming barriers to employment could include an intervention with an employer to help tackle worklessness such as addressing accessibility, low pay, hours of work, recruitment practices or poor working conditions. It could also include providing the intensive support needed in deprived communities to help create new businesses or implementing transport solutions which link deprived communities with economic opportunities.</p>
<b>Beneficiary Characteristics</b>	<p>In addition to the component outputs other areas for reporting and analysis might include:</p> <ul style="list-style-type: none"> <li>• the number of sole traders, micro, small, medium ,large businesses, university spin out companies etc assisted</li> <li>• cluster/sector (Standard Industrial Classification - SIC) that was assisted</li> <li>• Type of assistance e.g. R&amp;D (fundamental, industrial, experimental development)</li> <li>• number of new products, processes, services introduced as a result of the assistance</li> <li>• type of financial support equity support e.g. business angels, venture capital funds, cross-sector</li> </ul>

Subset of O3 (c) and/ or O3 (d)	
Local Indicator: Number of projects overcoming barriers to employment	
Applies to ERDF Priority 3	
	<ul style="list-style-type: none"> <li>improvements in resource efficiency (waste reduction, re-use, recycling; increase in energy efficiency per m<sup>2</sup>, reduction in CO<sub>2</sub> emissions, increase use of renewable energy; reduction in water consumption</li> </ul>
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of Verification Evidence</b>	As per the SME assist and or social enterprise assist.
<b>Notes</b>	<p>This is a component of output O3 and as such all the definitions at O3(c) apply to it.</p> <p>A social enterprise may also be a SME if it meets the relevant criteria for each category. If it does then it may be counted under each category without it being double counted.</p>

Subset of O3 (c)	
Local indicator – Cross cutting Themes: Number of environmental sector businesses supported	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Output</b>	Number of businesses that are environmental sector (see below)
<b>Environmental sector</b>	<p>There is no exact boundary around the environmental sector otherwise known as Environmental Goods and Services (EGS). The Environmental Industries Unit and the UK Forum for Environmental industries definition is:</p> <p>“Environmental goods and services concern the management and protection of our natural resources. Historically, environmental firms were largely established to help industry meet the requirements of environmental regulations (mainly so called ‘end of pipe’ techniques and clean up’). With the drive towards cleaner and more resource efficient processes, products and materials, and an increasing emphasis on life-cycle thinking (‘sustainable production and consumption’), the coverage of the sector has expanded to embrace ‘resources management’. Therefore, this is a cross-cutting and emerging sector which includes both companies that have been created specifically to serve this market and companies sitting in more</p>

Subset of O3 (c)	
Local indicator – Cross cutting Themes: Number of environmental sector businesses supported	
Applies to ERDF Priorities 1, 2 & 3	
	<p>traditionally defined sectors (such as engineering) that are diversifying in response to this opportunity. There is no exact boundary around the sector. While some companies (e.g. environmental consultancy) will readily identify with an environmental industry sector, others may not see themselves as operating within this sector.</p> <p>Environmental Technologies can be defined as all technologies whose use is less environmentally harmful than relevant alternatives, or end-of-pipe technologies that clean up pollution. These include technologies to manage pollution (e.g. air pollution control, waste management); less polluting and less resource intensive technologies and services (e.g. renewable energy); and ways to manage resources more efficiently (e.g. water supply, energy-saving technologies). Other more environmentally sound techniques are process-integrated technologies in all sectors and soil remediation techniques. Thus defined, these technologies pervade all economic activities and sectors, where they cut costs and improve competitiveness by reducing energy and resource consumption and so creating less emissions and waste.</p>
<b>Assistance</b>	<p>The minimum level of support is <b>2 days</b> consultancy advice (1 day = minimum of 6 hours activity i.e. it excludes lunch and other breaks), or other non-financial assistance, or a grant, or equivalent, of at least <b>£1,000</b>.</p> <p>Assisted activities should support the project objectives and be directed to improving the performance of the business. These may include support for: management/leadership; corporate and social responsibility; marketing; process and resource efficiency; environment management; quality assurance.</p>
<b>Counted</b>	<p>Those businesses supported which are SMEs</p> <p>A business can only be counted once within a project irrespective of the number of times or forms of assistance it receives.</p>
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of Verification Evidence</b>	<p><b>Environmental sector</b> – confirm the business activity</p> <p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, type of business.</p>

Subset of O3 (c)	
Local indicator – Cross cutting Themes: Number of environmental sector businesses supported	
Applies to ERDF Priorities 1, 2 & 3	
	<b>Type of Assistance</b> – grant letter to business (minimum of £1000); letter, standard form (signed by finance director) confirming consultancy support provided and hours, date(s) assistance received.
<b>Notes</b>	<p>This is a component output of O3 (c) and as such all the definitions at O3 (c) apply to it.</p> <p>A social enterprise may also be a SME if it meets the relevant criteria for each category. If it does, then it may be counted under each category, without it being double counted.</p>

Subset of O3 (c)	
Local indicator – Cross cutting Themes: Number of businesses assisted to undertake environmental audits	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Output</b>	Number of businesses/enterprises
<b>Environmental audit definition</b>	An environmental audit can be defined as an assessment of environmental issues relating to a business and can establish the key issues relating to sustainable development facing it. The scope and content of an exercise can vary from a simple review or assessment of the key environmental impact of the business, to a full evaluation e.g. process impacts, energy consumption, raw material usage.
<b>Support</b>	A business assisted can be counted towards this indicator after a minimum of a specialist review of 1 day or £500 or more, but can only be counted once regardless of the intensity of the support or the progress made towards accreditation.
<b>Counted</b>	This output is a subset of O3. All businesses counted under O3 can also be counted under this output if they receive assistance to undertake an environmental review. General diagnostic will not count towards this output unless it contains an element of specialist environmental advice of at least 1 day/£500 intensity.
<b>Exclusions</b>	Distribution of mail-shots and brochures - electronic or hard copy.
<b>Examples of</b>	<b>Business</b> - name, address including post code, telephone number,

Subset of O3 (c)	
Local indicator – Cross cutting Themes: Number of businesses assisted to undertake environmental audits	
Applies to ERDF Priorities 1, 2 & 3	
<b>Verification Evidence</b>	contact details, ownership, type of business. <b>Assistance</b> – Standard form (signed by finance director) confirming consultancy support provided and hours, date(s) assistance received, copy of grant letter to business/receipt.

Local Indicator - Number of projects ensuring sustainability and improving the attractiveness of towns and cities	
Applies to ERDF Priority 4	
Terms	Definitions
<b>Output</b>	An individual intervention to improve the attractiveness of access routes to towns or cities within the South Yorkshire phasing-in area only.
<b>Assistance</b>	A minimum ERDF investment of £250,000 into a project to improve the physical attractiveness of strategic access routes to towns or cities, or for sustainable urban development projects.
<b>Counted</b>	When the physical improvement has been completed and ERDF funding plaque is in place.
<b>Examples of Verification Evidence</b>	Before and after photographs, evaluation of the success of the project.
<b>Notes</b>	Signage should be in place throughout the construction period of any physical works acknowledging the support of ERDF. Suitable permanent plaques acknowledging the EU contribution must be provided at the end of construction period.  All building work must be completed to a minimum BREEAM standard of Very Good.

<b>Local Indicator - Number of projects seeking to promote businesses, entrepreneurship, new technology</b>	
<b>Applies to ERDF Priority 4</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	An individual infrastructure development that will directly contribute to the attraction of knowledge intensive businesses to the South Yorkshire phasing-in region.
<b>Assistance</b>	Funding for infrastructure developments.
<b>Counted</b>	On practical completion of the works
<b>Exclusions</b>	Projects where the only activity is the purchase of a building cannot be counted.
<b>Examples of Verification Evidence</b>	Copy of practical completion certificate and BREEAM certificate must be provided.
<b>Notes</b>	<p>Signage should be in place throughout the construction period of any physical works acknowledging the support of ERDF. Suitable permanent plaques acknowledging the EU contribution must be provided at the end of construction period.</p> <p>All building work must be completed to a minimum BREEAM standard of Very Good.</p>

<b>Local Indicator - Information society projects</b>	
<b>Applies to ERDF Priority 4</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	A project improving the provision of access to broadband across a local authority in the South Yorkshire phasing-in area.
<b>Assistance</b>	Provision of high speed next generation broadband for new and growing businesses
<b>Counted</b>	When 70% of the businesses in a local authority area are able to connect to a local high speed portal
<b>Examples of Verification</b>	Signed confirmation from telecoms provider that the high speed next generation broadband is available for 70% of businesses in local



<b>Local Indicator - Information society projects</b>	
<b>Applies to ERDF Priority 4</b>	
<b>Evidence</b>	authority to connect to
<b>Notes</b>	An independent external assessment of the project must be carried out to verify the availability of the service to reach the output threshold. Signage should be in place throughout the construction period of any physical works acknowledging the support of ERDF. Suitable permanent plaques acknowledging the EU contribution must be provided at the end of construction period.

<b>Local Indicator – Number of additional businesses with the capability to access high speed broadband network</b>	
<b>Applies to ERDF Priority 4</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	Number of business premises with the capability to access the installed high speed broadband network
<b>Improved Performance</b>	Increased capacity on broadband from baseline
<b>Counted</b>	When street cabinet is installed and commissioned, the number of potential business premises that could be connected via that node.
<b>Beneficiary Characteristics</b>	<p>Separate business premises that, potentially, could be served from that node/street cabinet.</p> <p>Whilst it is the number of potential premises that could be connected that is at the heart of this indicator, other areas for reporting and analysis might include the number of business premises actually connected including the number of sole traders, micro businesses, university spin out companies created Cluster/sector (use the Standard Industrial Classification - SIC), female owned businesses and BAME owned businesses</p>
<b>Notes</b>	The normal connection speed available locally needs to be collected as baseline data.

<b>Local Indicator – Number of renewable energy technology systems installed</b>	
<b>Applies to ERDF Priority 1</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	Number of renewable energy technology systems installed
<b>Unit</b>	Number of demonstration projects that install innovative decentralized or on-site energy generating systems, using either co-generation and/or renewable technologies.
<b>Counted</b>	The project should be counted under this indicator on the practical completion of the works.
<b>Evidence Required</b>	Relevant section of the BREEAM reports that will be commissioned as part of the project at the design and post construction stages of the project. Copy of the works post-completion certificate and evidence of the type of technology installed and its specification.

<b>Local Indicator – Brownfield land reclaimed and/or redeveloped</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	Brownfield land reclaimed and/or redeveloped (ha)
<b>Unit</b>	Area in hectares (ha)
<b>Definition</b>	<p>The area of brownfield land reclaimed to an acceptable condition and/or redeveloped into effective use.</p> <p>The number of hectares should be counted at the practical completion of the works. Where a site is reclaimed in phases, the hectares should be counted when each phase is completed.</p> <p>The project activities are limited to land reclaimed and redeveloped.</p> <p>‘Brownfield’ land includes contaminated, derelict, or previously developed land which is or was occupied by a permanent structure (excluding agricultural or forestry buildings), and associated fixed surface infrastructure within the permission of the development. Categories covered may include:</p> <ul style="list-style-type: none"> <li>• Vacant or derelict buildings unoccupied for a year or more;</li> <li>• Previously developed vacant land</li> <li>• Land or buildings currently in use where it is known that there is potential for redevelopment but sites do not have any plan</li> </ul>

<b>Local Indicator – Brownfield land reclaimed and/or redeveloped</b>	
<b>Applies to ERDF Priority 2</b>	
	<p>allocation or planning permission</p> <ul style="list-style-type: none"> <li>• Land or buildings, currently in use, either allocated or with potential for development</li> <li>• Defence buildings</li> <li>• Land used for mineral extraction and waste disposal</li> </ul> <p>‘Reclaimed’ refers to making the land fit for use by:</p> <ul style="list-style-type: none"> <li>• Removing physical constraints to development or improving the land for soft or hard end use, and</li> </ul> <p>Reclamation activities may include:</p> <ul style="list-style-type: none"> <li>• Dealing with contamination, existing surface and buried structures;</li> <li>• Stabilisation;</li> <li>• Levelling;</li> <li>• Provision of flood defences;</li> <li>• Provision of utilities and other services; and</li> <li>• Environmental improvements or enhancements</li> </ul> <p>‘Redeveloped’ refers to:</p> <ul style="list-style-type: none"> <li>• Developing a site and putting up a new building or refurbishing an existing building e.g. construction of premises, and</li> <li>• New plant and equipment, fitting out of premises etc</li> </ul>
<b>What cannot be counted</b>	<ul style="list-style-type: none"> <li>• Land and buildings currently used for agricultural or forestry purposes</li> <li>• Land in built up areas not previously developed eg private residential gardens, parks, recreation grounds, allotments and cemeteries</li> <li>• Land previously developed but where the remains of any structure or activity have blended into the landscape in the process of time e.g. amenity use, contribution to nature conservation</li> </ul>
<b>Results anticipated</b>	<p>The land reclaimed and / or redeveloped under this output can be expected to contribute to:</p> <ul style="list-style-type: none"> <li>• Creating jobs</li> <li>• Assisting SMEs</li> <li>• Contributing to the number of renewable energy systems installed</li> <li>• Forming part of refurbished buildings</li> <li>• Number of new or existing businesses locating to eco-efficient, high quality workspace</li> </ul>

<b>Local Indicator – Brownfield land reclaimed and/or redeveloped</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Evidence Required</b>	<p>Type of assistance: reclaimed and/or redeveloped</p> <p>Site area: full postal address including post code; land registry record/deeds; local authority/NLUD (National Land Use Database) register details (for previous use to ensure not excluded category).</p> <p>For contaminated land: completed Land Condition Record and Remediation complete certificate</p> <p>Works: Certificate of practical completion of the works and QS certification of works carried out, eg,</p> <ul style="list-style-type: none"> <li>• Site services/utilities and infrastructure</li> <li>• Foundations laid</li> <li>• Walls and roofs built</li> <li>• Landscaping completed</li> </ul>

<b>Local Indicator – Low or zero carbon employment sites</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Unit of Measurement</b>	Number of sites
<b>Counted</b>	On completion
<b>Evidence</b>	Zero or low carbon certification

<b>Local Indicator – New or upgraded floorspace to BREEAM rating of “Excellent” or equivalent</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	New or upgraded floorspace to BREEAM rating of Excellent or equivalent (m <sup>2</sup> )
<b>Counted</b>	Once BREEAM completion certificate is issued.
<b>Definition</b>	As BREEAM guidance. Area to be counted (in m <sup>2</sup> ) on the practical completion of the works
<b>Evidence Required</b>	Copy of practical completion BREEAM certificate must be provided.

<b>Local Indicator – Volume of additional flood storage capacity</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Unit of Measurement</b>	Volume of additional flood storage capacity (m <sup>3</sup> )
<b>Definition</b>	This indicator counts the increase in capacity of a river’s functional flood plain created as part of a project’s sustainable flood risk management scheme to address flood risk in an area. This could include the creation of flood risk areas and ditch, dyke and canal restoration and/or improvements.  The volume (m <sup>3</sup> ) should be counted on the practical completion of the works.
<b>Evidence required</b>	Provision of plans and designs, planning consents and post completion certificates provided respectively at the design and post construction stages. Projects may also have their own relevant methods of justifying the output which should be approved by DCLG.

<b>Local Indicator – Watercourse restored</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	Watercourse restored (km)
<b>Definition</b>	This refers to activity that is directed at restoring the quality, functionality, and capacity of a river corridor and its associated flood

<b>Local Indicator – Watercourse restored</b>	
<b>Applies to ERDF Priority 2</b>	
	<p>plain as part of a more sustainable approach to flood risk management for an area or development.</p> <p>This will directly improve the quality of degraded river corridors that have historically been mechanically modified through straightening, canalization and culverting for flood protection, and could include river restoration schemes, the provision of reed beds, and the creation of wildlife habitats.</p> <p>Count should be on the practical completion of the works.</p>
<b>Evidence Required</b>	This should be evidenced both at the design and post construction stages through provision of plans and designs, planning consents and post completion certificates. Projects may also have their own methods of justifying the output which should be approved by DCLG

<b>Local Indicator – Number of businesses and properties with reduced flood risk</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Output</b>	Number of businesses and properties with reduced flood risk
<b>Unit</b>	Number of businesses/key employment sites
<b>Definition</b>	At Risk is defined as being forecast to be lost and post code must be specified by Environment Agency Flood Plan
<b>Evidence Required</b>	Trading name, full address, and Flood Plan evidence

<b>ERDF output name: New or Upgraded Floorspace (m<sup>2</sup>)</b>	
<b>Applies to ERDF Priorities 1, 2 &amp; 4</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Unit of Measurement</b>	Area m <sup>2</sup>
<b>Internal Floorspace</b>	The entire area inside the external walls of a building including corridors, lifts, plant rooms, service accommodation.
<b>New or upgraded</b>	<p>New buildings constructed as part of the project.</p> <p>Upgraded buildings refurbished, improved or adapted for productive use</p>

ERDF output name: New or Upgraded Floorspace (m <sup>2</sup> )	
Applies to ERDF Priorities 1, 2 & 4	
	as part of the project.
<b>Counted</b>	On the practical completion of the works.
<b>Exclusions</b>	Excludes internal walls.  It cannot be counted when the only activity is the purchase of an existing building.
<b>Examples of Verification Evidence</b>	Address of premises including postcode.  As built drawings showing floorspace
<b>Notes</b>	This measures the new floorspace available for use in the region.

Local indicator – Cross cutting Themes: Area of new and upgraded floorspace upgraded to minimum BREEAM standard of very good aspiring to excellent	
Applies to ERDF Priorities 1 & 2	
Terms	Definitions
<b>Unit of Measurement</b>	Number of Environmental Accreditation certificates
<b>Environmental Accreditation</b>	Examples include <b>BREEAM/CEEQUAL</b> Post Completion Review Certificate or equivalent
<b>Buildings</b>	New or refurbished industrial & business, recreation & leisure, retail or community services buildings. The categories are defined in DCLG's National Land Use Database
<b>Counted</b>	On receipt of relevant post completion certificate showing the standards achieved (pass, good, very good, excellent).
<b>Examples of Verification Evidence</b>	Copy of relevant post completion accreditation certificate.
<b>Exclusions</b>	Residential is not allowed in the Programme
<b>Notes</b>	This supports the embedding of the EU Lisbon Strategy on a whole life approach, the Office of Government Commerce's mandatory Common

<b>Local indicator – Cross cutting Themes:</b> <b>Area of new and upgraded floorspace upgraded to minimum BREEAM standard of very good aspiring to excellent</b>	
<b>Applies to ERDF Priorities 1 &amp; 2</b>	
	Minimum Standards and the Government's sustainable development commitments.



## RESULTS

The results follow on after the project activities, in the UK they are known as outcomes and for Structural funds as results. Results are collected following the project intervention as part of project evaluation activities. For projects expected to last for several years an interim evaluation is carried out, and provisional results might be collected to ensure the project is delivering the expected results. In order to have the data to analyse it is important that the project contract identifies the data requirements.

ERDF result name: Gross new jobs created	
Applies to ERDF Priorities 1, 2, 3 & 4	
Terms	Definitions
<b>Unit of Measurement</b>	Number of jobs
<b>Definitions</b>	<p>It must be a new, permanent, paid, full time equivalent (FTE) and must not be covered under the exclusions.</p> <p><b>New</b> = should not have existed in the region or with that employer in the UK before the intervention and should be a direct result of the intervention</p> <p><b>Permanent</b> = should have a life expectancy of at least 1 year from the point at which it is created.</p> <p><b>FTE</b> = paid work of 30 hours or more per week. Convert part time jobs to FTE either:</p> <ul style="list-style-type: none"> <li>• on a pro rata basis based on hours worked; or</li> <li>• 2 part time jobs = 1 FTE, where no other information available (i.e. EC approach)</li> </ul>
<b>Counted</b>	<p>When a new, permanent, FTE or equivalent, paid job is created/ attracted to the region and the post is filled e.g. jobs that arise from <b>Foreign Direct Investment (FDI)</b> when they have been delivered.</p> <p><b>Seasonal jobs</b> may be counted where they are integral to the project (for example in the tourism sector), provided there is a contract of employment that will last for a minimum of 4 weeks per annum.</p> <p>Calculate on a pro-rata basis e.g. 3 month job = 0.25FTE or 2 part-time jobs = 1FTE, if no data is available.</p> <p>Research jobs created can be counted under both this result and the “Number of gross research jobs created” result defined below.</p>

ERDF result name: Gross new jobs created	
Applies to ERDF Priorities 1, 2, 3 & 4	
Terms	Definitions
<b>Exclusions</b>	<p><b>Inputs</b> to the project such as:</p> <ul style="list-style-type: none"> <li>• jobs to set up or deliver the project e.g. management/ administrative staff, consultancies, or temporary contractors</li> <li>• Construction jobs integral to the delivery of a project (e.g. in remediating a site or construction of premises), even if they last for more than a year.</li> </ul> <p><b>Seasonal jobs</b> which are incidental to the project</p> <p><b>Transferred jobs</b> which are a result of a company moving either within the region or from other English regions or UK devolved administrations are not new jobs. These may be included as safeguarded jobs but only where the relocation is part of a rationalisation programme which will safeguard jobs by moving them and otherwise meet the criteria above.</p> <p><b>Occupancy of the post</b> - the job must not be counted again if it is filled over time by different individuals.</p>
<b>Examples of Verification Evidence</b>	<p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, number of employees.</p> <p><b>Job</b> – new job title, contract of employment/, (expected duration must be 1 year or longer or 4 weeks per annum for seasonal jobs integral to the project), hours of work (for FTE calculation), start date of employment.</p> <p>Letter or standard form (signed by employer) from employer confirming new jobs are a result of the project. Provide details if location is different from business address.</p>

Subset of R1 (a)	
Local Indicator: Number of research jobs created	
Applies to Priority 1	
Terms	Definitions
<b>Unit of Measurement</b>	Number of research jobs

Subset of R1 (a)	
Local Indicator: Number of research jobs created	
Applies to Priority 1	
Terms	Definitions
<b>Definitions</b>	This result is a subset of R1 (a) and therefore all definitions etc of R1 (a) apply.
<b>Counted</b>	Jobs created are an outcome/result when the jobs follow after an individual intervention has ended. Research jobs can be counted towards this indicator and also towards the gross new jobs target.
<b>Notes</b>	<p>The job(s) must be directly employed to carry out research as defined below:</p> <ul style="list-style-type: none"> <li>industrial research is defined as “planned research or critical investigation aimed at the acquisition of new knowledge and skills for developing new products, processes or services or for bringing about a significant improvement in existing products, processes or services” among other things</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>experimental development - this is an extension of the old pre-competitive development category and is defined among other things as “the acquiring, combining, shaping and using of existing scientific technological business and other relevant knowledge and skills for the purposes of producing plans and arrangements or designs for new, altered or improved products, processes or services”. This category now extends to the development of commercially usable prototypes and pilot projects where they would be too expensive to produce only for experimental purposes; where there is subsequent commercial use any revenue generated has to be deducted from eligible costs.</li> </ul>

Subset of R1 (a)	
Local indicator – Cross cutting Themes: Gross new jobs created in environmental sectors	
Applies to ERDF Priorities 1, 2, 3 and 4	
Terms	Definitions
<b>Unit of Measurement</b>	Number of new jobs.
<b>Definitions</b>	This result is a subset of R1 (a) and therefore all definitions etc of R1 (a) apply.
<b>Environmental sector definition</b>	<p>There is no exact boundary around the Environmental sector otherwise known as Environmental Goods and Services (EGS). The Environmental Industries Unit and the UK Forum for Environmental industries definition is:</p> <p>“Environmental goods and services concern the management and protection of our natural resources. Historically, environmental firms were largely established to help industry meet the requirements of environmental regulations (mainly so called ‘end of pipe’ techniques and clean up’). With the drive towards cleaner and more resource efficient processes, products and materials, and an increasing emphasis on life-cycle thinking (‘sustainable production and consumption’), the coverage of the sector has expanded to embrace ‘resources management’. Therefore, this is a cross-cutting and emerging sector which includes both companies that have been created specifically to serve this market and companies sitting in more traditionally defined sectors (such as engineering) that are diversifying in response to this opportunity. There is no exact boundary around the sector. While some companies (e.g. environmental consultancy) will readily identify with an environmental industry sector, others may not see themselves as operating within this sector.</p> <p>Environmental Technologies can be defined as all technologies whose use is less environmentally harmful than relevant alternatives, or end-of-pipe technologies that clean up pollution. These include technologies to manage pollution (e.g. air pollution control, waste management); less polluting and less resource intensive technologies and services (e.g. renewable energy); and ways to manage resources more efficiently (e.g. water supply, energy-saving technologies). Other more environmentally sound techniques are process-integrated technologies in all sectors and soil remediation techniques. Thus defined, these technologies pervade all economic activities and sectors, where they cut costs and improve competitiveness by reducing energy and resource consumption and so creating less emissions and waste.”</p>

Subset of R1 (a)	
Local indicators – Cross cutting Themes: Number of new jobs created for women and Number of new jobs created for BAME	
Applies to ERDF Priorities 1, 2, 3 and 4	
Terms	Definitions
<b>Unit of Measurement</b>	Number of new jobs.
<b>Definitions</b>	These results are a subset of R1 (a) and therefore all definitions etc of R1 (a) apply.
<b>Counted</b>	When job created and filled by a woman and/or person from BAME community. These indicators are subsets of R1 (a) and so can be double counted.

ERDF result name: Gross jobs safeguarded	
Applies to ERDF Priorities 1, 2, 3 & 4	
Terms	Definitions
<b>Unit of Measurement</b>	Number of jobs
<b>Definitions</b>	<p>To qualify there must be a permanent, paid, full time equivalent (FTE) job which is at risk.</p> <p><b>At Risk</b> is defined as being forecast to be lost normally within 1 year i.e. the jobs at risk must be specified, or if sector is in long-term decline a longer period might be appropriate (where project is proposing to undertake pre-emptive action).</p>
<b>Counted</b>	<p>When it is:</p> <ul style="list-style-type: none"> <li>• forecast as at risk when the project was approved; and</li> <li>• is still in existence at the time of counting; and</li> <li>• is no longer at risk of being lost within a year.</li> </ul>

ERDF result name: Gross jobs safeguarded	
Applies to ERDF Priorities 1, 2, 3 & 4	
Terms	Definitions
<b>Beneficiary Characteristics</b>	<p>Job characteristics relate to their quality i.e. skills required to undertake it and the salary rate. To understand the quality of the jobs being created analyse by the (i) salary level or (ii) the SOC or (iii) the skills level required for it e.g. NVQ2,3,4,5 or equivalent.</p> <p>To assess who benefits from the jobs it would be useful to analyse the post occupant at the time of the intervention by gender, race, age, disability.</p>
<b>Examples of Verification Evidence</b>	<p><b>Business</b> - name, address including post code, telephone number, contact details, ownership, number of employees.</p> <p><b>Safeguarded job</b> - title, contract of employment (expected duration must be 1 year or longer or 4 weeks per annum for seasonal jobs integral to the project), hours of work (for FTE calculation), start date of employment.</p> <p>Employment profile at appraisal, decision and on completion. Best evidence available of real risk e.g. written company statement or letter signed by owner, chief executive or finance director confirming jobs were at risk but no longer or statutory redundancy notices that were served/withdrawn on individuals. Statement should show how the project prevented the loss of the job(s).</p>

Subset of R1 (b)	
Local indicators – Cross cutting Themes: Number of new jobs safeguarded – women and Number of new jobs safeguarded – BAME	
Applies to ERDF Priorities 1, 2, 3 and 4	
Terms	Definitions
<b>Unit of Measurement</b>	Number of safeguarded jobs.
<b>Definitions</b>	These results are a subset of R1 (b) and therefore all definitions etc of R1 (b) apply.
<b>Counted</b>	When a job safeguarded is filled by a woman and/or person from BAME community. These indicators are subsets of R1 (b) and so can be double counted.

ERDF result name: Number of new businesses created	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Unit of Measurement</b>	Number of businesses/enterprises
<b>Business/ Enterprise</b>	<p>There are three main types of business/enterprise</p> <ul style="list-style-type: none"> <li>(i) sole proprietorships</li> <li>(ii) partnerships and</li> <li>(iii) companies</li> </ul> <p>All will be registered with Her Majesty's Revenue and Customs for business tax; most, but not all, are governed by the Companies Act legislation. These include:</p> <ul style="list-style-type: none"> <li>• start-ups of all sizes, whether or not VAT registered;</li> <li>• self-employed &amp; sole traders</li> <li>• partnerships/limited liability partnerships</li> <li>• companies (private or public limited companies; private unlimited companies)</li> <li>• independent spin-outs from established businesses, universities and other research and development organisations;</li> <li>• not for profit companies, co-operatives, community enterprises, social enterprises</li> <li>• farm enterprises</li> <li>• new to the region branches of businesses which remain established elsewhere in the UK (i.e. expansions)</li> <li>• foreign direct investment bringing new enterprises to the region; both first time investment and subsequent expansions</li> </ul>
<b>Business Created</b>	<p>When a new business starts trading in the region and is sustained for at least 12 months as a direct result of the project intervention.</p> <p><b>Starts trading</b> - this is the date when the business registers for VAT or registers for National Insurance (Class 2) contributions. Alternatively use the date of the first transaction.</p>
<b>Counted</b>	When the business is still in operation 12 months after it started trading in the region.
<b>Exclusions</b>	Counting the same business at different phases of its growth as this would be double counting.
<b>Examples of Verification Evidence</b>	<b>Business</b> - name, address including post code, telephone number, contact details, ownership. number of employees, type of business

ERDF result name: Number of new businesses created	
Applies to ERDF Priorities 1, 2 & 3	
	<p><b>New business</b> – the company incorporation statement or letter from the owner, chief executive or finance director to confirm it is a new company.</p> <p><b>Start of trading</b> - company registration number/VAT number and date of registration or National Insurance Class 2 date of registration or the date of the first transaction where evidence can be produced to evidence it.</p>

Subset of R2	
Local indicator – Cross cutting Themes: Number of new businesses created in environmental sectors	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Unit of Measurement</b>	Number of businesses/enterprises
<b>Definitions</b>	This result is a subset of R2 and therefore all definitions etc of R2 apply.
<b>Environmental sector definition</b>	<p>There is no exact boundary around the Environmental sector otherwise known as <b>Environmental Goods and Services (EGS)</b>. The Environmental Industries Unit and the UK Forum for Environmental industries definition is:</p> <p>“Environmental goods and services concern the management and protection of our natural resources. Historically, environmental firms were largely established to help industry meet the requirements of environmental regulations (mainly so called ‘end of pipe’ techniques and clean up’). With the drive towards cleaner and more resource efficient processes, products and materials, and an increasing emphasis on life-cycle thinking (‘sustainable production and consumption’), the coverage of the sector has expanded to embrace ‘resources management’. Therefore, this is a cross-cutting and emerging sector which includes both companies that have been created specifically to serve this market and companies sitting in more traditionally defined sectors (such as engineering) that are diversifying in response to this opportunity. There is no exact boundary around the sector. While some companies (e.g. environmental consultancy) will readily identify with an environmental industry sector, others may not see themselves as operating within this sector.</p> <p>Environmental Technologies can be defined as all technologies whose use is less environmentally harmful than relevant alternatives, or end-of-pipe technologies that clean up pollution. These include technologies</p>



Subset of R2	
Local indicator – Cross cutting Themes: Number of new businesses created in environmental sectors	
Applies to ERDF Priorities 1, 2 & 3	
	to manage pollution (e.g. air pollution control, waste management); less polluting and less resource intensive technologies and services (e.g. renewable energy); and ways to manage resources more efficiently (e.g. water supply, energy-saving technologies). Other more environmentally sound techniques are process-integrated technologies in all sectors and soil remediation techniques. Thus defined, these technologies pervade all economic activities and sectors, where they cut costs and improve competitiveness by reducing energy and resource consumption and so creating less emissions and waste.”

Subset of R2	
Local indicators – Cross cutting Themes: Number of new businesses created – majority female owned and Number of new businesses created - employers from BAME communities	
Applies to ERDF Priorities 1, 2, & 3	
Terms	Definitions
<b>Unit of Measurement</b>	Number of safeguarded jobs.
<b>Definitions</b>	These results are a subset of R2 and therefore all definitions etc of R2 apply.
<b>Counted</b>	Female owned and BAME employers can be defined as businesses owned and/or run by a woman / people from BAME communities. These indicators are subsets of R3 and so can be double counted.

ERDF result name: Number of businesses improving capability/performance	
Applies to ERDF Priority 2	
Terms	Definitions
<b>Unit of Measurement</b>	Number of businesses/enterprises
<b>Improved Performance</b>	Measured through increase in gross value added (GVA).
<b>GVA</b>	Total wage costs + net profit before tax and interest + depreciation
<b>Counted</b>	<p>Those businesses counted under O3 (c) which have had an increase in their GVA against the baseline before the project intervention(s) and following it.</p> <p>The data required to calculate GVA can be obtained from the business's annual report. There is likely to be delay between the project activities and the realisation of improvements in GVA.</p> <p>Where business performance was expected to have reduced in the absence of the intervention, an improvement may be recorded if the intervention has resulted in a lesser fall.</p>
<b>Exclusions</b>	Any business <b>not</b> included in the project that delivered business support outputs (O4).
<b>Notes</b>	<b>Business with improved GVA performance FAQ</b>
	<b>Question:</b> Can a signed declaration of the figures needed for the GVA calculation be used to verify this output?
	<p>Answer: Yes, – the contractor collects the data needed to do the GVA calculation via a form signed by a senior manager. In practice, the contractor will need to collect the following:</p> <ul style="list-style-type: none"> <li>• company year end date (so you know when to contact them again to verify the following year's actual figures),</li> <li>• actual figures as per their last annual accounts for pre tax profit, total salary/wage costs (including National Insurance) and depreciation before the intervention</li> <li>• current year's projection for these figures.</li> </ul> <p>After the next year's accounts have been published the contractor should either obtain copies of the company's accounts or contact the business to obtain new figures signed off by a senior manager.</p> <p>The figure reported as a gross increase is the difference between the previous year and this year (if an increase has occurred) or the difference between the projected GVA and this year's actual if a reduction was envisaged.</p>

<b>Local Indicator: Gross increase in GVA</b>	
<b>Applies to Priority 1, 2 &amp; 3</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Unit of Measurement</b>	Value (£) of GVA increase
<b>Improved Performance</b>	Measured through change in GVA.
<b>GVA</b>	Total wage costs + net profit before tax and interest + depreciation
<b>Counted</b>	<p>Those businesses counted under O3 (c) and/or R3 which have had an increase in their GVA against the baseline before the project intervention(s) and following it.</p> <p>Data required to calculate GVA can be obtained from the business's annual report. There is likely to be delay between the project activities and the realisation of improvements in GVA.</p> <p>Where business performance was expected to have reduced in the absence of the intervention, an improvement may be recorded if the intervention has resulted in a lesser fall.</p>
<b>Beneficiary Characteristics</b>	<p>Areas for reporting and analysis of improved performance might include by:</p> <ul style="list-style-type: none"> <li>• type of business - , Large companies, SMEs, social enterprise, sole traders, micro businesses, university spin out companies</li> <li>• cluster/sector (Standard Industrial Classification - SIC)</li> <li>• type of assistance e.g. R&amp;D (fundamental, industrial, experimental development)</li> <li>• type of financial support equity support e.g. business angels, venture capital funds, cross-sector</li> <li>• improvements in resource efficiency (waste reduction, re-use, recycling; increase in energy efficiency per m<sup>2</sup> , reduction in CO<sub>2</sub> emissions, increase use of renewable energy; reduction in water consumption.</li> <li>• geographical area</li> </ul>
<b>Examples of Verification Evidence</b>	Company accounts to provide data to calculate GVA
<b>Exclusions</b>	Any business not included in the project that delivered business support outputs

Local Indicator: Gross increase in GVA	
Applies to Priority 1, 2 & 3	
Terms	Definitions
<b>Notes</b>	<p>Applying the project logic chain approach, it may be expected that a successful project intervention should either lead to an increase in the business turnover or reduce cost of sales (materials/ bought in services). Both of these outcomes support sustainable job growth or safeguard an existing job. The difference between the two represents gross value added that finances sustainable wages or profits. Labour productivity is the gross value added divided by the actual employment.</p> <p>GVA is a useful measure of productivity. It shows the economic impact and taxpayer return, it is easy to calculate and unambiguous. It can be benchmarked against Office for National Statistics (ONS) data. It has political acceptance.</p> <p>It is recognised that while the GVA result may not be a direct result of the project intervention and that other factors external to the project may have also contributed to the improved GVA or indeed have had a negative effect on it.</p>

Local Indicator – Megawatts of renewable energy capacity installed	
Applies to ERDF Priority 1	
Terms	Definitions
<b>Result</b>	MW of renewable energy capacity installed
<b>Unit</b>	Mega Watt
<b>Definition</b>	<p>Renewable energy is generated from sources that do not require the use of exhaustible materials, such as fossil fuels. The opportunities for incorporating different renewables on-site will depend on the characteristics of sites and buildings and whether they involve new construction or retrofitting of existing premises.</p> <p>Manufacturers measure the maximum, or rated, capacity of renewable energy source to produce electric power in megawatts (MW).  1 kilowatt (kW) = 1000 watts; 1 megawatt (MW) = 1000kWs; 1gigawatt (GW) = 1000MWs</p>
<b>Evidence Required</b>	<p><b>MW Capacity</b> installed/rated capacity, as indicated by the manufacturer of the equipment or plant, disregarding the actual load factor of the plant;</p> <p><b>Renewable Energy Source:</b></p> <ul style="list-style-type: none"> <li>• At Full Application - feasibility study carried out by an energy specialist to establish the energy source, which will also determine the technical and economic viability of potential renewable technologies and show the possible savings in greenhouse gas emissions</li> <li>• BREEAM interim and completion report (renewable energy technologies are related directly to the scoring of very good/excellent/outstanding)please note this is a requirement at FBP for all ERDF projects</li> <li>• planning permission (e.g. for wind) or licences obtained from the Environment Agency (e.g. Hydro)</li> </ul>

Local Indicator: Number of businesses contributing to reduction in ecological footprint/waste	
Applies to Priority 2	
Terms	Definitions
Unit of Measurement	Number of SME businesses/enterprises
Definitions	<p>The overall aim is to reduce the <b>ecological footprint</b> of the companies being assisted. An ecological footprint is an indicator of resource consumption by global hectares per person (gha/capita). It measures how much productive land and sea is used by a given activity and compares this to how much land and sea is available. To do this, it calculates direct energy, materials and waste, transport and water. This therefore can be a catchall term for support to companies to help them reduce their environmental impact.</p> <p>For the purposes of the ERDF programme, all projects contributing the core programme indicator of reducing ecological footprint, will be monitored on their waste consumption and energy consumption.</p>
Counted	<p>SME businesses supported under O3 (c) and/or local indicator <b>Number of businesses assisted to undertake environmental audits</b> that either reduce waste consumption and/or energy consumption as a direct result of the support received.</p> <p><b>Waste production</b> - Businesses to self-report on improvements in resource efficiency (waste reduction, re-use, recycling). Businesses to count their total waste generated and volume recycled and sent to landfill per employee.</p> <p><b>Energy consumption</b> - Businesses reducing energy consumption by more than 10% will be counted towards this result.</p>
Examples of Verification Evidence	Businesses to self-certify on the basis of baseline data prior to intervention and the level of change resulting.
Note	Businesses reporting reductions in both waste reduction and energy usage can only be counted once towards this result.

<b>Local Indicator – Number of new or existing businesses locating to eco-efficient, high quality workspace</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Result</b>	Number of new or existing businesses locating to eco-efficient, high quality workspace
<b>Unit</b>	Number of SMEs
<b>Definition</b>	This will be assessed and reported as part of the project evaluation process. It relates to the number of businesses taking up residence in new or refurbished workspace part funded by ERDF that is either low or zero carbon and/or has a BREEAM rating of excellent.
<b>Count</b>	Within one project, the same SME can be counted only once under this output, irrespective of the number of times it is assisted or the length and depth of the assistance it receives. State aid rules apply.
<b>Evidence Required</b>	SME: trading name, full address, self-declaration from the SME itself Eco-efficient, high quality workspace: specifications of the eco efficiency of the building through the BREEAM report, lease and/or tenancy document of the building and date of location to the building.

<b>Local Indicator – Number of businesses safeguarded against environmental risk</b>	
<b>Applies to ERDF Priority 2</b>	
<b>Terms</b>	<b>Definitions</b>
<b>Result</b>	Number of businesses safeguarded against environmental risk
<b>Unit</b>	Number of businesses/key employment sites
<b>Definition</b>	At Risk is defined as being forecast to be lost and post code must be specified by Environment Agency Flood Plan
<b>Evidence Required</b>	Trading name, full address, and Flood Plan evidence  Safeguarded business, best evidence available of real risk e.g. written company statement or letter signed by Owner, Chief Executive or Finance Director confirming business was at risk but no longer. Statement should show how the project prevented the failure of the business.

Local indicator – Cross cutting Themes: Increase in sales from new environmental products and services	
Applies to ERDF Priority 1	
Terms	Definitions
<b>Unit of Measurement</b>	Value (£m) of annual sales increase attributable to new product/service introduction.
<b>Environmental products and services definition</b>	<p>There is no exact boundary around the Environmental sector otherwise known as <b>Environmental Goods and Services (EGS)</b>. The Environmental Industries Unit and the UK Forum for Environmental industries definition is:</p> <p>“Environmental goods and services concern the management and protection of our natural resources. Historically, environmental firms were largely established to help industry meet the requirements of environmental regulations (mainly so called ‘end of pipe’ techniques and clean up’). With the drive towards cleaner and more resource efficient processes, products and materials, and an increasing emphasis on life-cycle thinking (‘sustainable production and consumption’), the coverage of the sector has expanded to embrace ‘resources management’. Therefore, this is a cross-cutting and emerging sector which includes both companies that have been created specifically to serve this market and companies sitting in more traditionally defined sectors (such as engineering) that are diversifying in response to this opportunity. There is no exact boundary around the sector. While some companies (e.g. environmental consultancy) will readily identify with an environmental industry sector, others may not see themselves as operating within this sector.</p> <p>Environmental Technologies can be defined as all technologies whose use is less environmentally harmful than relevant alternatives, or end-of-pipe technologies that clean up pollution. These include technologies to manage pollution (e.g. air pollution control, waste management); less polluting and less resource intensive technologies and services (e.g. renewable energy); and ways to manage resources more efficiently (e.g. water supply, energy-saving technologies). Other more environmentally sound techniques are process-integrated technologies in all sectors and soil remediation techniques. Thus defined, these technologies pervade all economic activities and sectors, where they cut costs and improve competitiveness by reducing energy and resource consumption and so creating less emissions and waste.”</p>
<b>Verification Evidence</b>	It will not be possible to identify from a company’s accounts what increase in sales is attributable to particular products and services. This result must therefore be self-reported and certified by the companies assisted.



Local indicator – Cross cutting Themes: Increase in sales from new environmental products and services	
Applies to ERDF Priority 1	
<b>Note</b>	There is likely to be delay between the project activities and the realisation of sales, and companies should therefore continue to be tracked after the intervention and asked to report on sales increase that can be attributed after one year. This reporting lag must be taken into account when contracting with a project sponsor.

Local indicator – Cross cutting Themes: Number of businesses implementing recommendations from environmental audits	
Applies to ERDF Priorities 1, 2 & 3	
Terms	Definitions
<b>Unit of Measurement</b>	Number of businesses/enterprises
<b>Environmental audit definition</b>	An environmental audit can be defined as an assessment of environmental issues relating to a business and can establish the key issues relating to sustainable development facing it. The scope and content of an exercise can vary from a simple review or assessment of the key environmental impacts of the business, to a full evaluation e.g. process impacts, energy consumption, raw material usage.
<b>Counted</b>	As a consequence of a referral to one of a number of providers either environmental business support organisations, either as a discreet project, or as part of a wider project, the number of businesses actually undertaking specific environmental management activities, subsequent to an action plan, or referral where a provider delivers bespoke tailored interventions, which are relatively high cost and resource intensive.
<b>Examples of Verification Evidence</b>	Certified by the organisation undertaking the environmental audit on the basis of written confirmation from the business concerned that the activity has taken place.

Local indicator – Cross cutting Themes: Number of businesses achieving independent environmental accreditation	
Applies to ERDF Priority 2	
Terms	Definitions
<b>Unit of Measurement</b>	Number of businesses/enterprises
<b>Environmental accreditation definition</b>	Independent accreditation of a company adopting an Environmental Management System (EMS). An EMS provides an organisation's management with a structured framework for identifying, evaluating, managing and improving its environmental performance. It helps to ensure that the organisation's overall environmental goals, as set out in its environmental policy, are implemented throughout the organisation and that employees, contractors and suppliers know their roles and responsibilities in helping the organisation to achieve them.
<b>Counted</b>	Independent recognition includes ISO 14001 – International Standard or European standard EMAS (Eco-Management and Audit System). The British Standard achievement of BS8555 is a stepped approach to full ISO accreditation (certificate can be achieved for each of the 6 stages). Businesses will be counted when they achieve at least the first 3 stages of the British Standard.
<b>Examples of Verification Evidence</b>	Certificate of achievement.

ends