



Report of Programme Manager for Digital Enterprise

Report to Chief Officer - Economy and Regeneration

Date: 26/06/17

Subject: Digital Enterprise Partnership Agreement

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. To authorise the signing of a Partnership Agreement related to the Digital Enterprise Project (project number – 20R15P00625). The agreement shares responsibility for the current ESIF funding agreement with a consortium of local authorities. Authorisation to enter into the partnership agreement was approved at Executive Board on the 9th March 2016 (see minute 146).

Recommendation

2. To approve entering into the Partnership Agreement for the Digital Enterprise Project (project No -20R15P00625).

Purpose of this report

- 1.1 To seek authorisation from the Chief Officer Economy and Regeneration to proceed with the Partnership Agreement which shares local authority match funding contributions and associated responsibilities with a City Region Local Authority Partnership.

2 Background information

The Partnership Agreement formalises the relationship between the 9 local authorities involved in the Digital Enterprise Project.

The Digital Enterprise programme will deliver a comprehensive package of services to at least 1000 eligible SMEs in the Leeds city region area over a 3 year period. It will encourage firms to take-up faster digital connectivity or introduce enhanced ICT systems to improve business performance, through the provision of grants.

- 2.1 The programme will be delivered by Leeds City Council on behalf of a partnership of local authorities within the Leeds city region and the West Yorkshire Combined Authority.

3 Main issues

- 3.1 To date, 8 local authorities have signed the Partnership Agreement. However, a signature is required from all 9 authorities for it to become an enforceable legal document. Hence, authority is sought for Leeds City Council to sign the Agreement.

Once signed by Leeds and dated by all partners, the Partnership Agreement will become an active and valid legal agreement which will govern the programme.

3.2 Consultation and Engagement

- 3.2.1 Early engagement with the digital supply sector across the Leeds city region has been undertaken on the programme, which will help to drive demand for Vouchers.
- 3.2.2 Local authority partners have been consulted on the development of the programme, via several Steering group meetings.
- 3.2.3 Small and medium sized businesses have been surveyed via an online survey in February/March 2016 about their ICT/digital technology requirements – the results used to design the programme.

Equality and Diversity / Cohesion and Integration

Each Authorities contribution has been determined by their respective SME population relative to the total for the Leeds city region. Contributions

3.3

3.3.1 Programme delivery will adhere to Leeds City Council Equality and Diversity frameworks.

3.4 Council policies and Best Council Plan

3.4.2 Programme delivery will operate within Leeds City Council policies and the Best Council Plan.

3.5 Resources and value for money

3.5.1 The project is worth a total of £8,462,950. The local authority contribution is £250,000 which includes a contribution of £69,250 from Leeds City Council.

3.5.2 The return on local authority investment is estimated to be in excess of £30 for every £1 invested in the project.

3.6 Legal Implications, Access to Information and Call In

3.6.1 None

3.7 Risk Management

3.7.1 Risk log completed as part of the ERDF Application procedure and available to view.

4 Conclusions

4.1 The Partnership Agreement for Digital Enterprise shares responsibilities related to the project amongst nine local authority partners and formalises agreed local authority match funding contributions of £250,000

5 Recommendations

6 A Delegated Decision Notice has been prepared alongside this covering report. It is recommended that the respective DDN is signed by the Chief Officer Economy and Regeneration.

7 Background documents¹


7.1 Report on Digital Enterprise September 2016.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Delegated Decision Notification (DDN)

This form is used both to give notice of an officer's intention to make a key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended to be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

Lead directorⁱ:	Director of City Development		
Subjectⁱⁱ:	European Structural Funds Digital Enterprise project (project number – 20R15P00625) – Authority to enter into a partnership agreement with the local authorities within the Leeds city region;		
Decision detailsⁱⁱⁱ:	To authorise the signing of a partnership agreement related to the Digital Enterprise project. The agreement shares responsibilities related to the project with a consortium of local authorities. The Chief Officer Economy & Regeneration is recommended to sign the Agreement for and on behalf of Leeds City Council. Authorisation to enter into the partnership agreement was approved at Executive Board on the 9 th March 2016 (see minute 146)		
Type of decision:	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? ^{iv} <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input type="checkbox"/> No × Significant operational decision (council or executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive ^{vii} – not subject to publication or call-in)		
Notice^{viii} or call-in (key decisions only):	Date the decision was published in the list of forthcoming key decisions: n/a If not on the list of forthcoming key decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision: If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:		
Affected wards:	Covers the whole of Leeds City Region (excluding the Barnsley District)		
Details of consultation undertaken:	Executive Member Cllr R Lewis Cllr J Lewis Cllr Rafique	Date consulted: Jan/Feb 2016	Interest disclosed? ^{ix} <input type="checkbox"/> Yes Date of dispensation: × No

	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
	Others ^x please specify:	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: x No
Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes x No (If yes, you must complete the Approval box below)		
Capital Injection approval	Name: Title:	Capital scheme number: XXXXX / XXX / XXX	Date:
Contract details (procurement decisions only)	Contract reference number	Contract title	
		Supplier	
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation ^{xi}		
Contact person:	Phil Cole	Telephone number ^{xii} : 0113 37 87872	
Decision maker or authorised signatory^{xiii}:	 Tom Bridges, Chief Officer for Economy & Regeneration	Date: 2.9/08/17	

ⁱ The leader of the council may also make executive decisions and should be specified as the lead director where appropriate.