

Report of Ad: Venture Programme Manager

Report to Eve Roodhouse -Chief Officer, Economic Development.

Date: 10/05/19

Subject :The Ad: Venture Business Support Programme Delegated Decision Notice for Secondary Legal Agreements.

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 seek authorisation for the signature of an extension of the Partnership Agreement related to the European Structural Funds (ESIF) Ad: Venture Business Support Programme (project number – 20R15P00636). The agreement formalises local authority match funding contributions and ongoing shares responsibility for the ESIF funding agreement across nine local authorities in the city region.
2. To seek authorisation for the extensions of 7 delivery partner agreements, and one new delivery agreement; one for each partner in the consortium delivering activity on behalf of the partnership in the second phase of the programme. This will ensure that the obligations within the ESIF funding Agreement are appropriately shared with each delivery partner.
3. Authorisation to extend delivery of the Ad: Venture business support project and the associated legal agreements was approved at Executive Board on the 20th March 2019.

Recommendations

To approve entering into the Partnership Agreement and associated Delivery Agreements for the Ad: Venture Business Support Programme (project No – 20R15P00636) Details of the agreements value and parties are provided in Schedule 1.

Purpose of this report

- 1.1 To seek authorisation from the Chief Officer, Economic Development to proceed with a Partnership Agreement related to the Ad: Venture Business Support Programme.
- 1.2 To seek authorisation from Chief Officer, Economic Development to proceed with 8 delivery agreements, one for each delivery partner in the Ad: Venture consortium in the second phase of delivery.

2. Background information

- 2.1 Since 2016 Leeds CC have been lead partners for the Ad: Venture business support programmes. The projects funded through ERDF and a range of other partnership sources, have been delivered, led and managed by Leeds CC on behalf of a city region wide partnership. This has enabled significant benefits to be delivered to businesses and individuals in the Leeds district and wider city region.
- 2.2 Current funding for this project comes to an end in 2019. Officers have been working with partners over the last 12 months to secure funding to enable this successful programme to continue.

3. Main issues

- 3.1 Ad: Venture is a business support programme that delivers a range of services across the Leeds City Region. The programme provides a range of support to new and young business (up to 3 years old) and is delivered by a consortium of nine city region local authorities, the West Yorkshire Combined Authority, the West & North Yorkshire Chambers of Commerce, a Community Development Finance Institution - the Business Enterprise Fund, Leeds Beckett University, Leeds Trinity University, University of Huddersfield and the Princes Trust. Project partners have a variety of roles with some directly involved with delivery and some providing funding.
- 3.2 The extension of the Partnership Agreement formalises local authority match funding, shares responsibility for the current ESIF funding agreement across nine local authorities in the city region.
- 3.3 The Delivery Agreements transfer appropriate ESIF obligations and liability to delivery partners, delivering the aspects of the project on behalf of the partnership. It is a requirement of the ESIF agreement between Ministry for Communities, Housing and Local Government (MCHLG) and Leeds CC, that Leeds CC as lead partner has an agreements in place with each delivery partner.

The agreements also provide a mechanism to manage performance, and risk with individual delivery partners.

4. Consultation and Engagement

4.1 The application was developed by a wide consortium of organisations from across the city region, and therefore subject to extensive consultation during the development phase. The project has also been subject to consultation as part of the original approval to enter into the Ad: Venture Funding Agreement in March 2016.

5. Equality and Diversity / Cohesion and Integration

5.1 Consideration of equality and diversity was integral to the development of the Ad: Venture programme, it was also an important part of the ERDF appraisal process. The programme has set out a number of measures to ensure support is open to all, and the participation of protected groups will be monitored as part of the project evaluation.

6. Council policies and Best Council Plan

6.1 Council policy and Best Council principles were considered during the development of the programme.

7. Resources and value for money

7.1 The value of the extended six year programme has a total value of £ 18,253,814 (£9,126,907 of which is European Regional Development Funding), other match funding is provided from business contributions, deliver partners and other sources

7.2 The return on investment is estimated to be £9 for every £1 invested in the project. The projects have been developed and delivered to ensure that the least resource are deployed in delivery, while maintaining the level and quality of outputs, and effectively managing risk. A value for money assessment formed a significant part of the ESIF appraisal of the project, during this process delivery costs were benchmarked against other ESIF programmes.

8.0 Legal Implications, Access to Information and Call In

8.1 This is a significant operational decision consequential to the key decision made by the Executive Board on the 20th March 2019, which authorized the signature of all legal agreements required to extend delivery of the Ad: Venture business support programme.

8.2 The decision is not subject to Call-in, the programme is subject to freedom of information and data protection legislation. The decision will involve Leeds City Council entering into a legal contract as set out above.

9.0 Risk Management

A risk log was completed as part of the ESIF Application, and risk mitigation is considered as part of the existing project governance processes.

Conclusions

The legal agreements are key document which enable the commitments and obligations of projects partners to be formalised.

Recommendations

To approve entering into the Partnership Agreement and associated Delivery Agreements for the Ad: Venture Business Support Programme (project No – 20R15P00636) Details of the agreements value and parties are provided in Schedule 1.

Background documents¹

10.1 None

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.

Schedule 1

A) Delivery Partner Agreements

	Parties	Current Contract		Revised Contract		Current Date	Revised Date
		Total Expenditure	Maximum Grant Payable	Total Expenditure	Maximum Grant		
Leeds Trinity	Leeds Trinity & Leeds CC	£232,160	£116,080	£499,626	£217,996	Start Date : 1st July 2016 Financial Completion Date : 30th September 2019 Agreed Activity End Date : 30th June 2019 Project Practical Completion Date : 30th June 2019 The Submission of the Final Claim : 28th January 2020	Start Date : 1st July 2016 Financial Completion Date : 30th June 2022 Agreed Activity End Date : 30 June 2022 Project Practical Completion Date : 31st Dec 2022 The Submission of the Final Claim : 28th January 2023
North & West Yorkshire Chamber	North & West Yorkshire Chamber	£2,245,194	£2,043,491	£4,344,698	£4,214,357	Start Date : 1st July 2016 Financial Completion Date : 30th September 2019 Agreed Activity End Date : 30th June 2019 Project Practical Completion Date : 30th June 2019 The Submission of the Final Claim : 28th January 2020	Start Date : 1st July 2016 Financial Completion Date : 30th June 2022 Agreed Activity End Date : 30 June 2022 Project Practical Completion Date : 31st Dec 2022 The Submission of the Final Claim : 28th January 2023
Leeds Beckett	Calderdale Opt-in -Leeds Beckett & Leeds CC, Calderdale MDC (through Partnership Agreement)	£195,021	£195,021	£195,021	£195,021	Start Date : 1st July 2016 Financial Completion Date : 30th September 2019 Agreed Activity End Date : 30th June 2019	Start Date : 1st July 2016 Financial Completion Date : 30th June 2022 Agreed Activity End Date : 30 June 2022
	Regional Programme- Leeds Beckett & Leeds CC	£562,307	£281,153	£974,717	£437,283	Project Practical Completion Date : 30th June 2019 The Submission of the Final Claim : 28th January 2020	Project Practical Completion Date : 31st Dec 2022 The Submission of the Final Claim : 28th January 2023

University of Huddersfield	University Of Huddersfield, Leeds CC, Kirklees DC (through Partnership Agreement).	£0	£0	£97,654	£97,654	No Current Agreement	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th June 2022</p> <p>Agreed Activity End Date : 30 June 2022</p> <p>Project Practical Completion Date : 31st Dec 2022</p> <p>The Submission of the Final Claim : 28th January 2023</p>
Princes Trust	Princes Trust & Leeds CC	£706,158	£282,463	£1,013,023	£405,209	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th September 2019</p> <p>Agreed Activity End Date : 30th June 2019</p> <p>Project Practical Completion Date : 30th June 2019</p> <p>The Submission of the Final Claim : 28th January 2020</p>	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th June 2022</p> <p>Agreed Activity End Date : 30 June 2022</p> <p>Project Practical Completion Date : 31st Dec 2022</p> <p>The Submission of the Final Claim : 28th January 2023</p>
Bradford MBC	Bradford Council & Leeds CC	£101,498	£50,749	539,402	£269,701	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th September 2019</p> <p>Agreed Activity End Date : 30th June 2019</p> <p>Project Practical Completion Date : 30th June 2019</p> <p>The Submission of the Final Claim : 28th January 2020</p>	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th June 2022</p> <p>Agreed Activity End Date : 30 June 2022</p> <p>Project Practical Completion Date : 31st Dec 2022</p> <p>The Submission of the Final Claim : 28th January 2023</p>
Wakefield MBC	Wakefield Council & Leeds CC	£181,636	£90,817	£449,468	£224,734	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th September 2019</p> <p>Agreed Activity End Date : 30th June 2019</p> <p>Project Practical Completion Date : 30th June 2019</p> <p>The Submission of the Final Claim : 28th January 2020</p>	<p>Start Date : 1st July 2016</p> <p>Financial Completion Date : 30th June 2022</p> <p>Agreed Activity End Date : 30 June 2022</p> <p>Project Practical Completion Date : 31st Dec 2022</p> <p>The Submission of the Final Claim : 28th January 2023</p>

Business Enterprise Fund	Business Enterprise Fund & Leeds CC	£325,246	£162,623	£855,663	£378,257	Start Date : 1st July 2016 Financial Completion Date : 30th September 2019 Agreed Activity End Date : 30th June 2019 Project Practical Completion Date : 30th June 2019 The Submission of the Final Claim : 28th January 2020	Start Date : 1st July 2016 Financial Completion Date : 30th June 2022 Agreed Activity End Date : 30 June 2022 Project Practical Completion Date : 31st Dec 2022 The Submission of the Final Claim : 28th January 2023
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B) Partnership Agreements

Parties	Current Total Districts Financial Commitment	Revised Total Districts Financial Commitment	Total Project Cost	Revised Total Project Cost	Current Date	Revised Date
Leeds CC, Make it York, Wakefield MBC, Craven DC, Calderdale MDC, Harrogate DC, Selby DC, Bradford MBC, Kirklees DC.	£1,251,213	£1,301,213	£12,322,168	£18,253,814	30th September 2019	30th June 2022