



## OFFICER DECISION NOTICE (ODN) and MAYORAL DECISION NOTICE (MDN) FORM

1. Officer Decision or Mayoral Decision No.	<b>ODN number:</b> ODN260-2021
2. Decision Title	<b>Signature for acceptance of Grant Funding Agreement for European Regional Development Funding (ERDF) to deliver Growth Coaching/ROAR Service</b>
3. Name of Officer/Mayor Exercising Delegated Powers:	<b>Jon Alsop, Chief Finance Officer</b>
4. Date of Officer/Mayoral Decision:	<b>08/01/2021</b>
5. Responsible Director/Mayor:	<b>John T Hill</b> <b>Director Business &amp; Skills</b>
6. Report Author and contact details:	<i>Steve Clarke</i> <i>Strategic Funds Manager</i> <i>Cambridgeshire &amp; Peterborough Combined Authority</i> <i><a href="http://www.cambridgeshirepeterborough-ca.gov.uk">www.cambridgeshirepeterborough-ca.gov.uk</a></i> <i>E: <a href="mailto:steve.clarke@cambridgeshirepeterborough-ca.gov.uk">steve.clarke@cambridgeshirepeterborough-ca.gov.uk</a></i> <i>M: +44 (0)7715 653901</i>
7. Does your report include exempt for confidential information?	<b>NO</b>
8. Is it a key decision? *Delete as appropriate	<b>NO</b> If YES, please complete Question 9.
<b>9. KEY DECISIONS ONLY</b>	<b>This section only needs to be completed if the decision is a key decision.</b>
Insert forward plan ref number	
Date when Mayor intend to make decision.	
Date report published on the website	
Implementation Date	




Does the report have any annex that contains exempt information?	NO
<p>10. Decision taken</p> <p>Please consult with Legal prior to completing this section.</p>	<p>The Chief Finance Officer agreed to sign the Grant Funding Agreement issued from Ministry of Housing Communities and Local Government (MHCLG) for European Regional Development Funding (ERDF) towards 50% of the delivery of the Growth Coaching/ROAR Service. By accepting the ERDF funding of £3,067,640 there is also a commitment by CPCA to provide agreed match funding directly for the admin costs and evidence match funding from beneficiaries for remaining sum.</p>
<p>11. Authorisation</p> <p>*Delete as appropriate</p> <p><b>Please consult with Legal prior to completing this section.</b></p>	<p><b>This decision has been taken under:</b></p> <p><b>*General authorisation</b> (those decisions delegated to officers as per the Constitution):</p> <p><b>1. Delegations to the Chief Finance Officer:</b> <i>To accept grant offers on behalf of the Combined Authority, subject to all the terms and conditions set out by the grant awarding body – (chapter 17 paragraph 5.5 in the CPCA constitution)</i></p>
<p>12. Background Information</p>	<p>As part of the Business Growth Service (BGS) the Growth Coaching/ROAR Service is one of the key project themes aiming to provide support to SME companies who are in a growth, recovery or re-growth mode.</p> <p>As part of the whole BGS development process and the approvals given for the Service by the Business Board, Skills Committee and Combined Authority boards, who have approved the Strategic Outline Business Case, Outline Business Case and Full Business Case. The approvals were given at both SOBC and OBC stage to bid for ERDF to deliver the Growth Coaching/ROAR Service with 50% of the costs of this programme being covered by ERDF.</p> <p>Now upon completion of a successful bidding process the CPCA is being offered £3,067,640 ERDF through a Grant Funding Agreement with MHCLG.</p> <p>This Officer Decision Notice seeks approval for signing of the Grant Funding Agreement so that the CPCA can accept and receive £3,067,640 of ERDF towards the Growth Coaching/ROAR total project value of £6,135,280. The ERDF funding of £3,067,640 includes a commitment by CPCA to match funding directly for the admin costs of £67,640 and provide evidence of the match funding from the SME beneficiaries to MHCLG for remaining sum of £3,000,000.</p> <p>This funding will be claimed over 3 years quarterly subject to</p>



	completion of satisfactory claims to MHCLG each quarter with evidence to support claims and match funding from SME's being provided by the contractor appointed to deliver the BGS.																																				
13. Alternative options considered.	<p><b>List alternative options considered and rejected and the reasons for rejection. NOTE: Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</b></p> <p>Alternative options considered:</p> <p>Do not accept Grant Funding offer from MHCLG and then not sign the agreement – <b>this option not recommended as it denies the delivery of this much needed Business Support programme to the SME companies in CPCA area.</b></p>																																				
14. Financial Implications	<p>The Grant Funding Agreement from MHCLG provides £3,067,640 towards the delivery of Growth Coaching/ROAR Service being delivered as part of the Business Growth Service (BGS).</p> <p>Please include:</p> <ul style="list-style-type: none"> <li>The total cost of the Growth Coaching/ROAR Service is £3,135,280 and is made up of £3,067,640 ERDF and £67,640 admin match funded from the funding package allocated in the CPCA MTFP for the Business Growth Service (BGS).</li> <li>Budget code will be through Growth Company/BGS but CPCA/Growth Co will cashflow contractor on delivery and will claim ERDF component back quarterly through MHCLG</li> <li>Whole BGS is being funded through combination of LGF, BEIS Growth Hub funding, CEC funding, ESF, ERDF (a further Grant expected) and CPCA revenue budget already approved by CA board</li> <li>The budget codes for this project are being created in the MTFP for the Business Growth Service within Business &amp; Skills directorate.</li> </ul> <p><b>Strategy for the Creation of The Growth Service Delivery Fund</b></p> <table border="0"> <tr> <td>Total LGF Capital Equity Investment by the Business Board</td> <td>£5,407,000</td> <td><b>CX5060</b></td> </tr> <tr> <td>ERDF Funding</td> <td>£5,291,601</td> <td></td> </tr> <tr> <td>ESF Funding</td> <td>£2,035,547</td> <td></td> </tr> <tr> <td><b>Total ESIF Revenue Funding, Applied for by CPCA</b></td> <td><b>£7,327,148</b></td> <td></td> </tr> <tr> <td>CPCA budget for Growth Hub</td> <td>£738,000</td> <td><b>CX0097</b></td> </tr> <tr> <td>CPCA Skills Strategy Implementation budget</td> <td>£150,000</td> <td><b>CX0069</b></td> </tr> <tr> <td>Local Ind Strategy Implementation budget</td> <td>£150,000</td> <td><b>CX0125</b></td> </tr> <tr> <td>CPCA contract with Careers Enterprise Company</td> <td>£240,000</td> <td><b>CX0087</b></td> </tr> <tr> <td>CPCA Enterprise Zone businesses rates receipts</td> <td>£927,000</td> <td><b>CX5085</b></td> </tr> <tr> <td><b>Total CPCA Revenue Allocation from the CPCA 2020/21-22/23 MTFP</b></td> <td><b>£2,205,000</b></td> <td></td> </tr> <tr> <td>Total SME contributions to the growth coaching service</td> <td>£4,500,000</td> <td></td> </tr> <tr> <td><b>Total Growth Service Delivery Fund for Procurement of the Service</b></td> <td><b>£19,439,148</b></td> <td></td> </tr> </table>	Total LGF Capital Equity Investment by the Business Board	£5,407,000	<b>CX5060</b>	ERDF Funding	£5,291,601		ESF Funding	£2,035,547		<b>Total ESIF Revenue Funding, Applied for by CPCA</b>	<b>£7,327,148</b>		CPCA budget for Growth Hub	£738,000	<b>CX0097</b>	CPCA Skills Strategy Implementation budget	£150,000	<b>CX0069</b>	Local Ind Strategy Implementation budget	£150,000	<b>CX0125</b>	CPCA contract with Careers Enterprise Company	£240,000	<b>CX0087</b>	CPCA Enterprise Zone businesses rates receipts	£927,000	<b>CX5085</b>	<b>Total CPCA Revenue Allocation from the CPCA 2020/21-22/23 MTFP</b>	<b>£2,205,000</b>		Total SME contributions to the growth coaching service	£4,500,000		<b>Total Growth Service Delivery Fund for Procurement of the Service</b>	<b>£19,439,148</b>	
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15. Comments from finance	There are no other financial implications other than those mentioned in 14. The project has been fully costed and cash flowed using a mixture of funding streams. The acceptance of this grant funding is a key element of the project.																																				
16. Comments from legal case holder where relevant	The Grant Funding Agreement and associated documentation have been reviewed by legal services which confirms it is fit for CPCA's purpose to sign.																																				



17. Consultation  <b>Please retain emails to show that relevant officers have approved the intended decision.</b>		<i>Please insert the name of consultee and date of written approval</i>
	Chief Executive	N/A
	Responsible Director/Chief Officer	
	Monitoring Officer	R PARKIN 13.01.21
	S73	J Alsop 14.01.21
	Lawyer	David Cox, 12,01,2021
	Finance Manager	Vanessa Ainsworth, 12/01/2021
18. Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<b>List the names of any member who has been consulted on and declared an interest in relation to the decision.</b>  None	
19. Supporting documentation	List any supporting documentation available in relation to this decision <i>NOTE - all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i>  <b>Business Growth Service SOBC - Combined Authority Board 29/05/2019</b> <b>Business Growth Service OBC – Combined Authority Board 27/11/2019</b> <b>Business Growth Service FBC – Business Board 15/09/2020</b> <b>Grant Funding Agreement from MHCLG for ERDF funding to Growth Coaching/ROAR Service - 06/01/2021</b>	
20. Officer/Mayor signature	<b>Please Include email evidence</b>  Signature:  Name: J Alsop	<b>Date</b>  14 /01 / 2021
<b>21. Please send a copy of the completed, signed form to Sue Hall so that the information can be recorded on the Decision Notice Register and for the ODN/MDN to be published on the website.</b>		