GREATER**LONDON**AUTHORITY

REQUEST FOR DIRECTOR DECISION – DD1353

Title: Local Enterprise Partnership Capacity Fund Round 2

Executive Summary:

This decision requests approval to spend up to £16,000 against the LEP Capacity Fund Round 2 budget on activity to support the LEP as outlined in section 2.

Decision:

That the Executive Director approves expenditure of up to £16,000 on activity to support the London Enterprise Panel, in business and stakeholder engagement and related activities.

AUTHORISING DIRECTOR

I have reviewed the request and am satisfied it is correct and consistent with the Mayor's plans and priorities.
It has my approval.

Name: Fiona Fletcher-Smith

Position: Executive Director, Development & Environment

Signature:

Date:

PART I - NON-CONFIDENTIAL FACTS AND ADVICE

Decision required – supporting report

1. Introduction and background

1.1 Round 2 of the LEP Capacity Fund was launched by the Department for Business Innovation & Skills (BIS) in 2012 to help local enterprise partnerships address the issues that will "best help it deliver local growth". The London Enterprise Panel ('the Panel') was allocated a notional £76,800 from the fund and following a successful bid was awarded the amount in full. Expenditure for the initial three year profile (2012/13 to 2014/15) was approved under DD802. This subsequent decision seeks approval for expenditure of the remaining budget of £16,000 of which £12,000 will be spent in 2015/16 and a further £4000 in 2016/17, subject to GLA carry forward approval. GLA approval has already been obtained for the 2015/16 carry forward and no approval is required from BIS as the funding was provided as a grant under Section 31 of the Local Government Act 2003 and not ring-fenced for specific expenditure.

2. Objectives and expected outcomes

2.1 The activity strands for this funding are as per below.

Business and stakeholder engagement

2.2 In order to ensure the Panel's recommendations to the Mayor are adequately informed by its key stakeholders, regular stakeholder engagement activity continues to be undertaken. This funding seeks to support the costs associated with these events such as refreshments, equipment and venue hire.

2.3 The key outcomes anticipated by this activity would be:

- Raised awareness of role of the Panel;
- Maintaining and building upon existing sub-regional relationships; and
- Alignment of the Panel with the views of London's business community and key public sector bodies.

2.4 These events will primarily be delivered through a series of five sub-regional engagement events in July 2015 as well as theme based events as identified. All commitments will be maintained within the available budget.

Other expenditure to support the LEP

2.5 Additional expenditure may also be required for ad-hoc events for LEP Members, including away days, and associated costs. This budget would also be used to fund any Member expense claims, in line with the GLA's Expenses & Benefits Framework, noting that no claims have been made by LEP Members to date.

3. Equality comments

All events will be arranged to ensure compliance with the GLA's equality duty, e.g. ensuring that venues are accessible and any reasonable adjustments are made as requested.

4. Other considerations

a) Links to strategies and Mayoral and corporate priorities

The Constitution for the London Enterprise Panel specifies that the Panel must make its recommendations in accordance with the Mayor's Economic Development Strategy and the London Plan.

b) Risk

This funding will help mitigate the risk that the LEP will have insufficient funding capacity to undertake its role in advising the Mayor.

5. Financial comments

5.1 Director's approval is being sought for expenditure of up to £16,000 of LEP's Round 2 Capacity Fund which was granted by Business Innovation & Skills (BIS) in 2012 (DD802) on activity to support the London Enterprise Panel as described under section 2 above.

5.2 This expenditure is proposed to be funded from the carry forward of unspent grant in 2014-15, £12,000 will be spent in 2015-16 and the remaining £4,000 in 2016-17.

5.3 Should this decision relate to a contract at any stage, officers have to ensure that the requirements of the Authority's Contracts and Funding Code are adhered to.

5.4 Any changes to this proposal must be subject to further approval via the Authority's decision-making process. All requisite budget adjustments will be made.

5.5 The LEP Board secretariat team within the Assembly and Secretariat will be responsible for managing this project.

6. Legal comments

6.1 The foregoing sections of this report indicate that:

6.1.1 the decisions requested of the Executive Director fall within the statutory powers of the Authority to do such things as may be considered to further or which are facilitative of or conducive or incidental to the promotion economic development and wealth creation in Greater London; and

6.1.2 in formulating the proposals in respect of which a decision is sought officers have complied with the Authority's related statutory duties to:

(a) pay due regard to the principle that there should be equality of opportunity for all people;
(b) consider how the proposals will promote the improvement of health of persons, health inequalities between persons and to contribute towards the achievement of sustainable development in the United Kingdom; and
(c) consult with appropriate bodies.

6.2 Officers must ensure:

6.2.1 to the extent that the expenditure envisages the award of grant funding such funding is disbursed in manner which is fair, transparent, considered to afford value for money and accord with the requirements of the Authority's Contracts and Funding Code;

6.2.2 to the extent that the expenditure envisages the procurement of services/supplies/works, that they are procured by Transport for London Procurement who will determine the detail of the procurement strategy to be adopted in accordance with the Authority's Contracts and Funding Code; and

6.2.3 appropriate grant funding and contract documentation is put in place between and executed by the Authority and any funding recipient(s) and any contractors before any commitment to provide grant funding is made and/or the commencement of any services/supplies/works.

Appendices and supporting papers: None

Public access to information
Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOI Act) and will be made available on the GLA website within one working day of approval.

If immediate publication risks compromising the implementation of the decision (for example, to complete a procurement process), it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

Note: This form (Part 1) will either be published within one working day after approval or on the defer date.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO
If YES, for what reason:

Until what date: (a date is required if deferring)

Part 2 Confidentiality: Only the facts or advice considered to be exempt from disclosure under the FOI Act should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form – NO

ORIGINATING OFFICER DECLARATION:	Drafting officer to confirm the following (✓)
Drafting officer: Jamie Izzard has drafted this report in accordance with GLA procedures and confirms that:	✓
Assistant Director/Head of Service: Ed Williams has reviewed the documentation and is satisfied for it to be referred to the Sponsoring Director for approval.	✓
Financial and Legal advice: The Finance and Legal teams have commented on this proposal, and this decision reflects their comments.	✓

EXECUTIVE DIRECTOR, RESOURCES:

I confirm that financial and legal implications have been appropriately considered in the preparation of this report.

Signature **Date**