

Greater Lincolnshire LEP Growth Deal: Monitoring and Evaluation Framework

Contents:

1:	Introduction	P1
2:	Purpose	P1
	GLLEP.....	P1
	Framework.....	P2
3:	Outcomes and Impact	P2
	Outcomes and Strategies Chart.....	P2
4:	Projects	P3
	Committed Projects.....	P3
	Pipeline Projects.....	P3
5:	Monitoring Framework	P5
6:	Reporting Mechanisms	P5
7:	Evaluation Framework	P7
	Retained Schemes.....	P8
8:	Framework Structure and Governance	P9
	Monitoring Reporting Timeframe.....	P9
	Evaluation Reporting Timeframe.....	P10
9:	More information	P11
10:	Appendices	P11-22

1: Introduction

The Greater Lincolnshire LEP (GLLEP) Monitoring and Evaluation Framework sets out how we will monitor delivery of the projects agreed with government through the Growth Deals in July 2014, January 2015, and will also apply to any future growth deals. It provides guidance on the levels and forms of evaluation that growth deal related projects will be required to undergo.

This framework forms part of a wider plan for Greater Lincolnshire; the **Strategic Economic Plan** (or SEP) which details our priorities for growth and key sector needs and solutions.

European funding streams and projects are covered separately within the Greater Lincolnshire LEP **EU Structural and Investment Strategy 2014-20**.

2: Purpose

GLLEP

The purpose of the GLLEP is to provide strategic leadership and develop a long term vision of the GLLEP Region's economy, providing strategic insight on the challenges and opportunities facing the area by setting, reviewing and refining the Strategic Economic Plan (SEP). We will:

- Champion the GLLEP Region's economic vision and promote bold solutions;
- Communicate with the business community around economic growth;
- Share knowledge, practice and intelligence within the GLLEP Region and;

- Allocate resources to deliver economic growth, secure finance and encourage local and national bodies to match resources to achieve the GLLEP Region's ambitions.

Framework

The purpose of this framework is twofold. Firstly, it sets out what the GLLEP, through its Accountable Body of Lincolnshire County Council, expects from project leads / managers / sponsors by way of monitoring data and information in the delivery of schemes. Secondly, it details how this data and information will be used, to both report progress to various stakeholders, and as part of the evaluation process.

This framework document sits alongside additional documents which detail the joint commitments between GLLEP and the Government, including:

- A funding agreement between the Government and the accountable body acting for and on behalf of the GLLEP;
- An Assurance Framework that establishes how GLLEP will ensure value for money across the range of interventions;
- An Implementation Plan that sets out how the GLLEP and the Government will make the Growth Deal operational through clearly identified activities, responsibilities and milestones;
- A Strategic Communications Plan that sets out how the LEP and Government will work together on communications activity.

3: Outcomes and Impact

The Greater Lincolnshire economy continues to perform well, with year-on-year growth.

The Strategic Economic Plan sets out the actions that the GLLEP will champion. It explains how we will achieve economic growth in support of our vision to 2030.

A range of enterprising local partnerships are developing new ways to meet local needs, for example combining funding to deliver schemes at transport pinch-points, and new approaches to skills training.

The area's success to date is due to:

- Active lobbying, research and partnership
- Building knowledge of funding opportunities and the gaps in economic development
- Provision that the local economy requires the ability to produce high-quality projects for funding – from project concept through bid writing and delivery
- A capital funding programme supported by levels of revenue that enable schemes to be designed, managed, and delivered.

Our GLLEP Growth Deal has been agreed on the basis of a strong strategic fit to our required outcomes and impact through the first tranche of projects, most of which are already at delivery stage or nearing completion.

Outcomes and Strategies Chart



4: Projects

The Single Local Growth Fund (SLGF) pot for Growth Deals 1 and 2 was heavily oversubscribed. The projects identified for funding by government in each area were those which met a strong LEP priority, and which were assessed as the strongest based on the published criteria, and clearly able to deliver.

Committed Projects (Growth Deal 1)

The projects that make up our GLLEPs committed allocation cover critical priorities that we want to see delivered. They embrace growth, job creation, skills and technology and they will firmly help Lincolnshire's businesses and communities to look ahead positively to the future. Two of these schemes are already completed on site and delivering against their agreed output profiles.

- **Grantham Southern Relief Road, LCC.** £16.1m from the Growth Deal will support the construction of a southern relief road for Grantham. The road will form a growth corridor to the east of Grantham joining the A1, re-routing through-traffic, improving the town centre environment and unlocking housing and employment land.
- **Boston Quadrant Infrastructure and Housing** - £4.8 million from the Growth Deal will provide essential infrastructure investment to improve access to the town centre and enable housing and employment land to be developed.
- **Boole Technology Centre, Lincoln Science and Innovation Park** - £3.4 million from the Growth Deal will help establish the first phase of the Lincoln Science and Innovation Park, providing a state of the art innovation centre comprising laboratory, workshop and office space.

- **Unlocking Rural Housing Programme** - This £4.2 million programme will create much needed rural housing development, supporting economic growth in an area where there are significant barriers impeding housing delivery.
- **Skegness Countryside Business Park** - £4 million from the Growth Deal to create a new serviced employment park off the Western Relief Road, including development of a new innovation centre and roundabout.
- **Bishop Burton College, Lincoln** - Building of Phase 2 of the new college. £7.5 million from the SFA Skills Capital pot to deliver a new specialist land based campus at the Lincolnshire Showground.

Pipeline Projects (Growth Deal 1)

These projects had their funding provisionally allocated for 16/17 and beyond, subject to further information to support the business cases, confirmation of match funding, agreement on the delivery profiles and the LEP determining that these projects represent their strategic priorities. Most of these are now in contracting/delivery stages.

These projects are:-

- **Development of an Enterprise Centre at Grantham College** £2.3 million to create a new business, computing and technology building, facilitating growth in the STEM agenda.
- **Lincoln Transport Hub** - £13 million to replace an outdated bus station with a revitalised transportation concourse, new pedestrian footbridge and a multi-storey car park, facilitating major city centre redevelopment.

- **Access to Employment Zones in North East Lincolnshire, A16 and A46, Grimsby** - £4.2 million to enable access to housing and employment zones through the provision of key infrastructure improvements.
- **Lincoln East-West Link Regeneration (Tentercroft Street Growth Corridor)** - £1.1 million to capitalise on the opportunities unlocked by the construction of the new Lincoln East West Link road scheme, providing essential utilities including a new pumping station to enable future development, and enhancing the public realm.
- **GO Skegness Sustainable Transport** - £4.0 million for strategic sustainable transport initiatives and public realm improvements linking into Gibraltar Point and the town centre..
- **Normanby Enterprise Park 7, Scunthorpe** – £1 million towards a key infrastructure project, unlocking access to employment land, and enabling jobs.
- **Northern Roundabout Junction, Scunthorpe** – This £1.9 million project will design and build the northern junction for the Lincolnshire Lakes Project. In addition to providing access to the 6 new villages it will also provide access to the new Scunthorpe United Football Club site.
- **South Humber Industrial Infrastructure Programme (SHIIP)** - £4.0m investment in North East Lincolnshire to unlock employment land on the South Humber and improve access between the Ports of Grimsby and Immingham, supporting up to 1000 jobs.
- **Scunthorpe Town Centre** - £4.0m for road infrastructure and highway improvements to support the development of Scunthorpe Town Centre, creating up to 390 jobs.
- **Lincolnshire Lakes Development in Scunthorpe** - £2.0m for the first phase of the development of the Lincolnshire Lakes scheme, creating a lake, sustainable drainage system and green infrastructure to unlock housing development, supporting up to 200 jobs and over 1,200 homes by 2020.
- **Peppermint Interchange, Holbeach** - £2.4m for road infrastructure and highway improvements to unlock employment land at Holbeach, supporting up to 288 jobs and 250 homes by 2020.
- **Agri-Food Centre of Excellence** - £2.6m towards a new Agrifood centre of excellence in Holbeach to help Food Manufacturing businesses access research, innovation and higher level skills, supporting up to 120 jobs by 2020.

Growth Deal Extension Projects (January 2015)

The GLLEP has agreed an expansion to its Growth Deal with the Government which will see an extra £14.8m invested in Greater Lincolnshire between 2016 and 2021.

The projects that form this extension to the Growth Deal are as follows:

Full details of the projects (Committed, Pipeline, and Growth Deal Extension) that have been agreed with Government can be found in the GLLEP Implementation Plan.

5: Monitoring Framework

The GLLEP will focus on monitoring the capacity of organisations to deliver the projects identified through the SEPs and work to mitigate any gaps in future delivery.

The GLLEP will also work with the project promoters to ensure the projects are running to time and will support and mitigate as necessary.

The GLLEP will monitor other funding delivery programmes and ensure alignment opportunities are not lost or delayed due to avoidable funding issues and, where possible, project monitoring opportunities will be linked with the European Programme monitoring to maximise and not duplicate reporting opportunities.

Full programme and project risk is identified and mitigated measures recommended in the GLLEP Implementation Plan.

GLLEP has demonstrated strong partnership arrangements which deliver collective decisions, has articulated a clear and deliverable vision for growth in the area and has established strong financial monitoring procedures and cross local authority collaboration.

A number of key targets and indicators (including a number of core indicators) have been agreed with government that projects can choose from to ensure that they spend to budget within timescales.

Growth Deal Project Contracts and Assurance Frameworks are in place and detail reporting requirements with individual project sponsors.

The GLLEP has been given the opportunity to manage Growth Deal budgets flexibly. This allows us to take local decisions on moving funding between headings, if one project is not performing but another is, and such freedoms and flexibilities are agreed by the GLLEP Board from recommendations from the Investment Board. Not all LEPs have

been given this flexibility and is due in large to the strength of the partnership working that our GLLEP has been able to demonstrate and to the quality of our Strategic Economic Plan (SEP).

Government disburses funds to the GLLEP annually in advance. The GLLEP is expected to deliver the projects highlighted in the Deal, but has flexibility over the management of these projects in order to deliver the greatest economic benefits to the area.

Any significant changes to the projects need to be discussed with the Government in advance. The Growth Deal does not amount to an endorsement of everything in the submitted SEP and all development decisions for specific proposals must go through the normal planning process and be guided by local plans taking into account all material considerations.

We therefore manage the projects as an overarching programme and carefully monitor increases and slippage in order to re-profile spend where both necessary and most beneficial.

6: Reporting Mechanisms

GLLEP and Lincolnshire County Council (as Accountable Body) have agreed timescales and operating practices to support the effective implementation of decisions and reporting. These include:-

- Clear arrangements for monitoring delivery
- Clear expectations in relation to the information required from scheme promoters and delivery agents; this will be set out in offer letters
- Clear written agreement between the accountable local authority and the delivery agent clearly setting out the split of responsibilities and include adequate provisions for the protection of public funds (e.g. arrangements to suspend or claw back funding in the event of non-delivery or mismanagement)

The Authority's s151 officer (or equivalent) must certify that funding can be released under the appropriate conditions in line with their statutory duties. Payment milestones are agreed between the delivery agent and the authority based upon the complexity, cost and timescales of the scheme. This forms part of the programme management role of the Authority, which is subject to external audit.

To aid with overall reporting Lincolnshire County Council works with the GLLEP to provide data to a variety of audiences on their spending and performance via a number of mechanisms as detailed in the Framework Structure and Governance diagram on page 9.

Contract Document

A standard contract document for Growth Deal Schemes has been agreed by Investment Board which includes the necessary legal requirements of the GLLEP/Accountable Body for the provision of Growth deal funding. The Schedule sections of the contract include bespoke information relating to each project and take into account contractual obligations emerging from the appraisal process and expectations in terms of monitoring and evaluation of expenditure, outputs and outcomes. The schedule sections are broken down as follows:-

- Schedule 1 - Project description and any special grant conditions which may apply specifically to the project.
- Schedule 2 - Financial forecast tables and any other financial details/requirements which need to be highlighted.
- Schedule 3 - Lists all of the relevant outputs/outcomes relating to the project and any additional project outcomes highlighted by the project appraisal.

- Schedule 4 - Relates to project milestones and timescales. It prompts the provision of a project time plan by the applicants, providing provisional but realistic dates for key project targets, decisions and meetings.
- Schedule 5 - Refers to monitoring which will be carried out by the Accountable Body on a quarterly basis through the claims process, but also from a project management perspective by the GLLEP, through site visits/project meetings as required. Grant recipients need to provide details on how they will evaluate their project, consider any cost implications, and identify and agree with the GLLEP the information that will need to be gathered as the scheme progresses to enable the evaluation.
- Schedule 6 - Allows for supporting documents and historical information to be included within the contract.

Agreed metrics are clearly referenced in the Contracting and Claims Process Chart on Page 26 of the GLLEP Growth Deal Assurance Framework.

7: Evaluation Framework

Evaluation will only occur where it can be robust and provide useful intelligence.

Impact evaluation builds on monitoring and allows us to more accurately judge the effectiveness of interventions for determining success. It also provides more evidence around the benefits of local versus national provision, maintaining the momentum achieved with Growth Deals and potentially providing impetus for further decentralisation.

In putting together the evaluation element of the plan the GLLEP has considered the Department for Business, Energy, and Industrial Strategy (BEIS), and others, guidance on evaluation in that it should be proportionate to its value. BEIS have also stated that more robust evaluations should also be prioritised for those projects involving direct support to individual agents (as it makes it much easier to construct a robust counterfactual), and where the current evidence base on what works is limited (including for more innovative projects).

The GLLEP has three levels of evaluation in order to capture as much as possible of the myriad of economic, social, and environmental improvements, that investment in the local area through the Growth Deal will deliver.

Level 1 Evaluations

All Growth Deal projects are required to submit a basic, or Level 1, evaluation plan setting out what the project is expected to deliver, and the 'core' and 'project specific' indicators that are used to measure progress against targets and success. Project managers are able to choose from a suite of indicators already developed by BEIS (Appendices 1, 2, and 3). These evaluation plans are reviewed by the Accountable Body (Lincolnshire County Council) so as to guarantee that projects are measuring outputs and outcomes consistent with GLLEP projects across the board, as well as national outcomes.

In order that the organisations tasked with delivering these projects complete the necessary paperwork the GLLEP, through the Accountable Body, outlines the benefits to the applicants of complying with the overall monitoring and evaluation process. This can simply be outlining the potential benefits to them in being able to promote outputs/benefits, helping them to sell housing or employment sites. Perhaps more importantly there is also the message to get across that poor monitoring and evaluation processes could impact on any future funding the GLLEP receives from future Growth Deals.

Projects that do not undergo a Level 2 evaluation are given the opportunity to choose whether they do their own internal evaluation. This could take the form of a case study for example, or projects may devise their own innovative ways of capturing an impact or outcome.

All level 1 project evaluations are supported with economic impact modelling by Lincolnshire County Council's Economy & Place Research Team using a locally developed impact calculator (further details available in appendix 4). This also helps to ensure that the GLLEP continues to update its collective knowledge on the outputs of interventions at the local level. This information can then be fed into local economic impact model and used to improve future projected outputs and targets.

Level 2 Evaluations

A select number of projects have been chosen for a full evaluation (either impact or outcome), most likely by an external organisation with specialist knowledge of the type of project e.g. in the case of the Grantham Southern Relief Road, a transport economics specialist would be the obvious choice.

Of the committed projects the GLLEP are proposing that Grantham Southern Relief Road (based on budget size), and the Agricultural College at Riseholme (based on both its uniqueness and rural nature) undergo level 2 evaluations.

Initial evaluation plans for these two projects have been drawn up using the template issued by BEIS and have been formally agreed with the project leads. However, the GLLEP are proposing that these projects are evaluated by organisations with past experience of evaluating projects of this type, size and nature. This will also ensure that there is an external element to the evaluation of the Growth Deal.

Retained Schemes

Following on from the announcement of the first round of the Local Growth Deals in July, Ministers decided that the Department for Transport (DfT) should retain approval oversight of a small number of large and/or complex local schemes. The **Transport Hub in Lincoln** was one such scheme. This meant that the Department's approval was required before the SLGF funding for the scheme could be released to the GLLEP to enable contracting. DfT works flexibly with promoters and LEPs on a case by case basis to determine the precise arrangements for any project to deliver the scheme, and agrees a sensible timetable for how each of the five elements of the business case are considered.

First steps are to ensure project understanding; their associated costs and delivery timescales; and an indication of what is underway or planned in terms of supporting modelling and appraisal work and early engagement on these issues is underway. What this does mean is that the project will undergo evaluation akin to level 2, informed by DfT methodology.

Level 3 Evaluation

The Level 3 evaluation is a GLLEP growth deal level theoretical evaluation which is made up of a number of components.

Firstly, through use of a Local Economy Forecasting Model, Lincolnshire County Council's Economic Research Team will produce a scenario of the Greater Lincolnshire economy in 2021 where the GLLEP Growth Deal projects have not gone ahead. This alternative scenario will be updated over time as pipeline projects become committed, the potential impact of the Growth Deal increases, and changes in the economy are taken into account (e.g. falling oil prices). The aim of this will be to remove all of the main factors affecting economic growth and leave the GLLEP and its Growth Deal projects as the main contributor to local economic change.

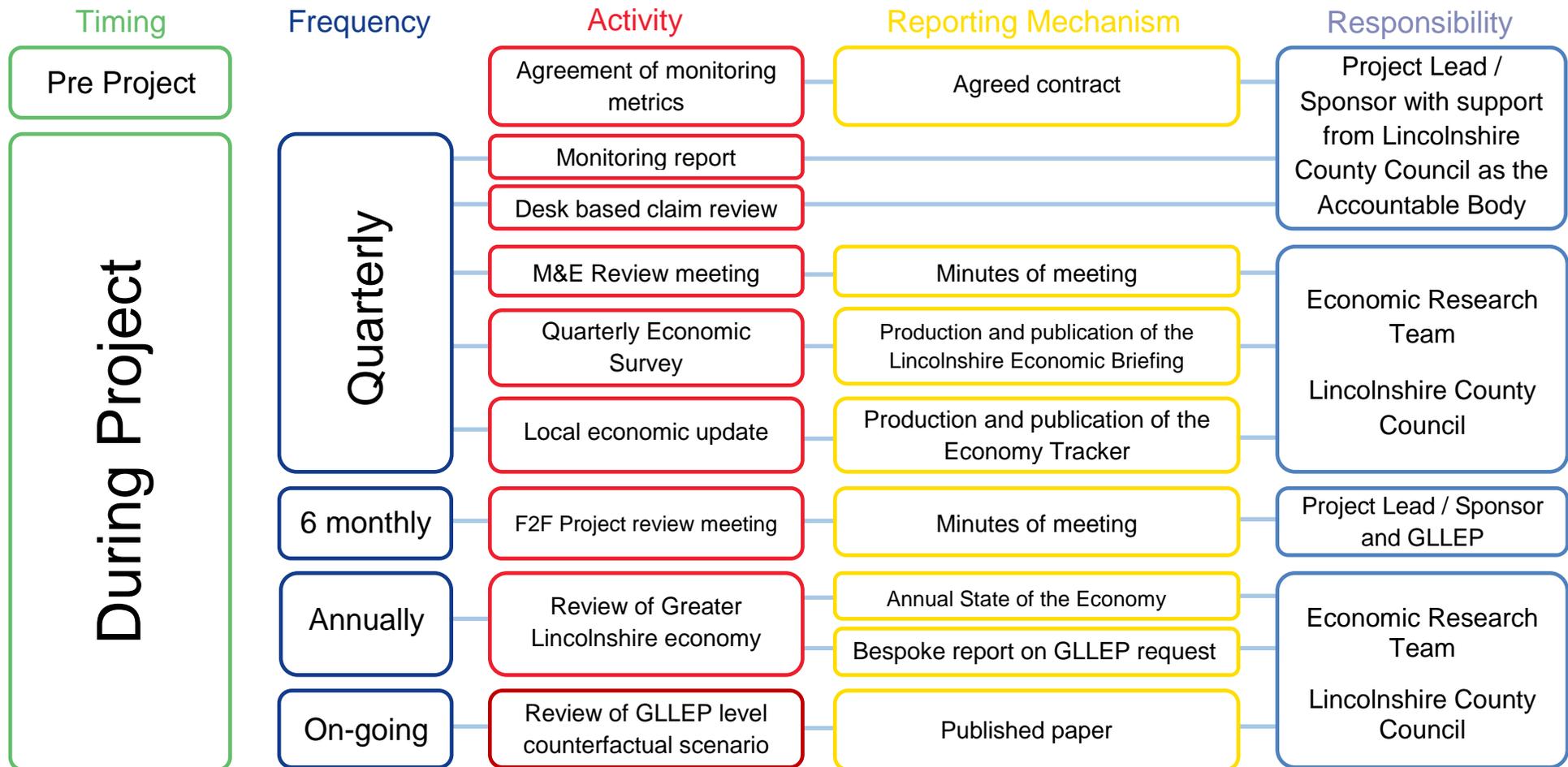
Secondly, the Economic Research Team will use the information captured from countywide/GLLEP employer surveys, dating back as far as 2001, to project trends in factors that are difficult to measure at the local level (e.g. levels of innovation, propensity to export). A GLLEP employer survey was conducted during 2014 for the very reason of setting a baseline and this exercise will be repeated during the growth deal and at a point after it has ended.

Thirdly, and through the use of national statistics on the economy, the Economic Research Team will provide regular outputs on the latest information detailing local economic performance. Initially, these outputs will take the form of an 'economic tracker', and a briefing on local business performance based on results for Lincolnshire and Humberside from the British Chamber of Commerce Quarterly Economic Survey.

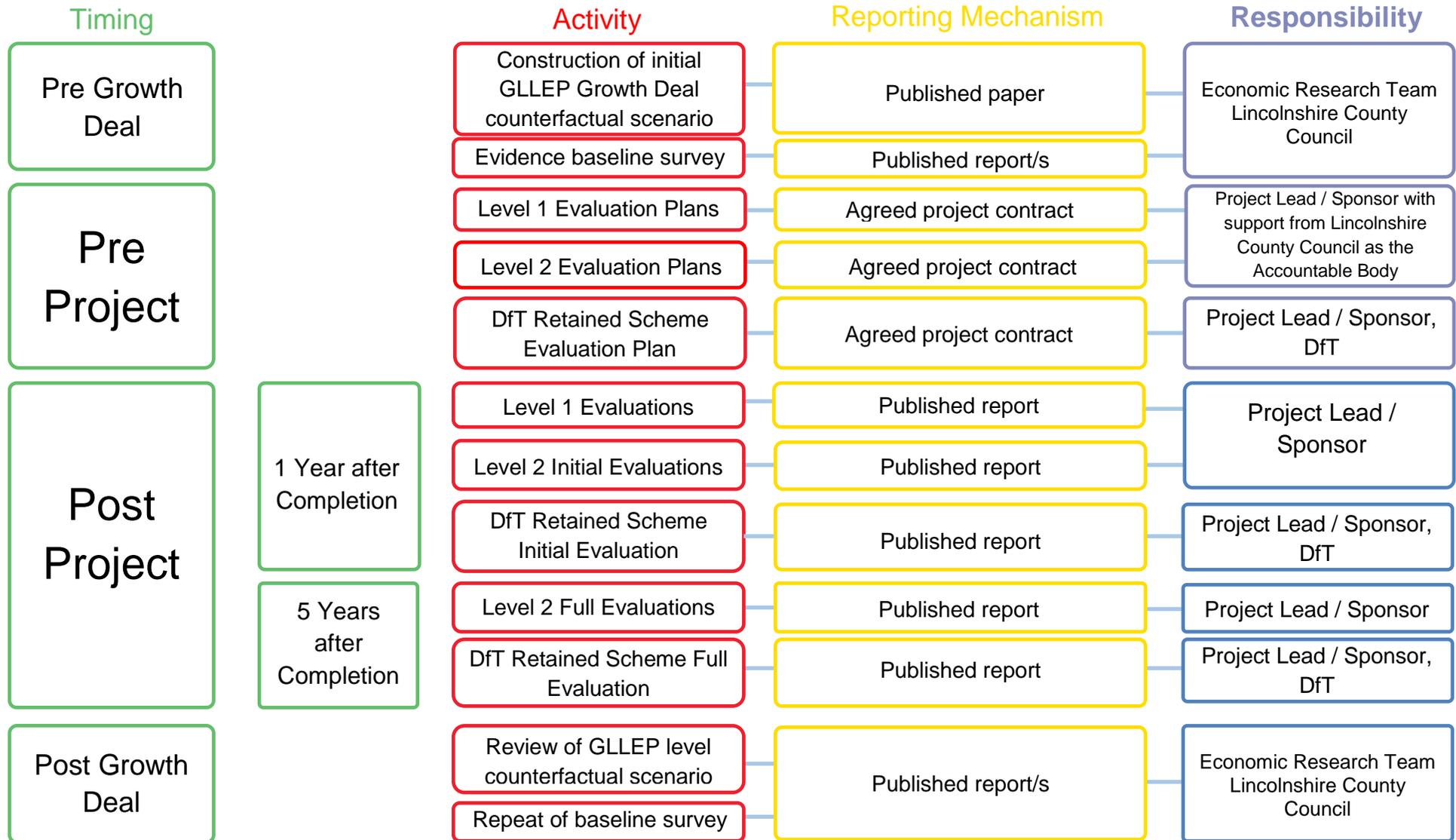
8: Framework Structure and Governance

Monitoring and evaluation frameworks are summarised below, setting out the roles of responsibility and support for ensuring that project specific monitoring and evaluation plans are completed, in place, and are being progressed.

Monitoring Reporting Timeframe



Evaluation Reporting Timeframe



More Information

Links to Greater Lincolnshire LEP website for further detail

www.greaterlincolnshirelep.co.uk

This Monitoring and Evaluation Framework forms one of the four key documents making up the Growth Deal. The Link to the GD group is as follows:

- ***GLLEP Growth Deal Grant Offer Letter***
- ***GLLEP Growth Deal Assurance Framework***
- ***GLLEP Growth Deal Implementation Plan***
- ***GLLEP Growth Deal Monitoring and Evaluation Framework***

<https://www.greaterlincolnshirelep.co.uk/funding-and-projects/other-funding/growth-deal-single-local-growth-fund-slgf/>

Appendices

Appendix 1 - BIS Project Monitoring Core Metrics

Appendix 2 - BIS Project Specific Outputs and Outcomes

Appendix 3 - BIS Additional Monitoring for Specific Schemes

Appendix 4 - Local economic impact calculator

Appendix 1 – BIS Project Monitoring Core Metrics (to be collected for all projects and programmes)

	Unit	Frequency	Definition	Data Source
Inputs				
Expenditure	£, by source	Quarterly	Expenditure defrayed directly on the intervention, broken down into LGF funds, other public sector funds and private funds. Where expenditure takes the form of grant support to applicants (e.g. skills capital, some business support), the amount of grant paid to successful applicants should be reported (not the amount approved).	LEP Monitoring Information
Funding breakdown	£, by source	Quarterly	Non LGF Funding delivered - including public, private and third sector match funding, broken down by source. This should not include in-kind contributions	LEP Monitoring Information
In-kind resources provided	Qualitative	Quarterly	Land, buildings or other assets provided to resource the intervention	LEP Monitoring Information
Outcomes				
Jobs connected to the intervention	FTEs	Annually	Permanent paid full time equivalent jobs that are directly connected to the intervention, measured by FTE at predetermined "impact sites". This includes: <ul style="list-style-type: none"> - Employment on occupied commercial premises (in the case of site development) - Employment in supported enterprises (in the case of business or innovation support) - Employment in FE space directly improved or constructed by the intervention "Impact" sites are those sites where there has been a demonstrable unlocking impact as a result of Growth Deals projects (e.g. transport, skills capital) - these sites of "impact" are to be mutually agreed by LEP/HMG in advance of reporting. Excludes jobs created solely to deliver the intervention, e.g. construction jobs. Likely to require primary survey work. Employment is counted gross - no account of deadweight or displacement at the monitoring stage.	Scheme sponsor
Commercial floorspace	sq m, by class	Annually	For both direct employment sites and "impact" sites, the area and class of commercial floorspace completed. "Impact" sites are defined as for jobs	Scheme sponsor

	Unit	Frequency	Definition	Data Source
constructed			created above. Floor areas should be measured in accordance with the RICS Code of measuring practice (6th edition) 2007. A building should be classified as completed once it is on the non-domestic rating list. Does not take account of refurbished floorspace.	
Housing unit starts	Number	Annually	For both direct housing sites and "impact" sites, the number of housing units completed. "Impact" sites are defined as for jobs created above.	Scheme sponsor
Housing units completed	Number	Annually	For both direct housing sites and "impact" sites, the number of housing units completed. "Impact" sites are defined as for jobs created above.	Scheme sponsor

Appendix 2 – BIS Project Specific Outputs and Outcomes (to be collected where relevant to the intervention)

	Unit	Frequency	Definition	Data Source
Activity / Output Characteristics				
Transport				
Total length of resurfaced roads	Km	Quarterly	Length of road for which maintenance works have been completed	Scheme sponsor monitoring information
Total length of newly built roads	Km	Quarterly	Length of road for which works have been completed and now open for public use	Scheme sponsor monitoring information
Total length of new cycle ways	Km	Quarterly	Length of cycle way for which works have been completed and now open for public use	Scheme sponsor monitoring information
Type of infrastructure delivered		Bi-Annually	Identify what has been constructed as a result of the project - utilise units where appropriate e.g. length of cycle path	Scheme sponsor monitoring information
Type of service improvement delivered		Bi-Annually	Identify the nature of service improvement as a result of the intervention e.g. improved bus service	Scheme sponsor monitoring information
Land / Property Flood Protection				
Area of site reclaimed, (re)developed or assembled	ha	Quarterly	Area of land directly improved by the project that is now suitable for commercial development where previously it was unattractive to commercial developers. Reclaimed: making the land fit for use by removing physical constraints to development or improving the land for hard end use; providing services to open it up for development, e.g. provision of utilities or service roads	Scheme sponsor monitoring information
Utilities installed		Quarterly	Identify what has been constructed as a result of the project. Drop down list: water pipe; gas pipe, electric cables, internet cable. And km of cabling/piping	Scheme sponsor monitoring information
Area of land experiencing a reduction in flooding likelihood	ha	Quarterly	Area of land with a reduced likelihood of flooding as a result of the project	Scheme sponsor monitoring information
Business Support, Innovation and Broadband				
Number of enterprises receiving non-financial support		Quarterly	Number of SMEs receiving support (including advice and training) with the intention of improving performance (i.e. reduce costs, increase turnover/profit, innovation, exporting). Value of the support should be a	Scheme sponsor monitoring information

	Unit	Frequency	Definition	Data Source
			minimum of £1,000, calculated at Gross Grant Equivalent (see ERDF guidance) or a minimum of 2 days of consulting advice.	
Number of new enterprises supported		Quarterly	As above, but businesses that have been trading for less than three years.	Scheme sponsor monitoring information
Number of potential entrepreneurs assisted to be enterprise ready		Quarterly	Number of individuals receiving non-financial support (i.e. advice or training) with the intention of commencement of trading	Scheme sponsor monitoring information
Number of enterprises receiving grant support		Quarterly	Number of SMEs receiving grant funding support with the intention of improving performance (i.e. reduce costs, increase turnover/profit, innovation, exporting). To be counted where the support is at least £1,000.	Scheme sponsor monitoring information
Number of enterprises receiving financial support other than grants		Quarterly	Number of SMEs receiving funding support in the form of equity or repayable loan instruments with the intention of improving performance (i.e. reduce costs, increase turnover/profit, innovation, exporting). Counted where amount of support is at least £1,000.	Scheme sponsor monitoring information
Additional businesses with broadband access of at least 30mbps		Quarterly	For broadband interventions only: number of additional commercial premises that, as a result of intervention, now have the option to access broadband of at least 30mbps (average), where this was not previously the case	Scheme sponsor monitoring information
Skills Capital				
New build training/learning floorspace	Sq m	Quarterly	The amount of "new build" training/learning floorspace constructed. Figures to be provided following completion.	LEP to record from Post Occupancy Evaluation reports (standard reports submitted to SFA on project completion) and/or project implementation reports submitted by colleges/providers
Refurbished training/learning	Sq m (where FE colleges)	Quarterly	The amount of new training/learning floorspace refurbished to improve building condition and/or fitness for purpose. For FE colleges, this	LEP to record from Post Occupancy

	Unit	Frequency	Definition	Data Source
facilities	are involved, by estate grading)		should be by estate grading. Figures to be provided following completion.	Evaluation reports and/or project implementation reports submitted by colleges/providers
Floorspace rationalised	Sq m	Quarterly	The amount of overall floorspace reduced following completion of the project through, for example, demolition or disposal. Figures to be provided following completion.	LEP to record from Post Occupancy Evaluation reports and/or project implementation reports submitted by colleges/providers
Outcomes				
Transport				
Follow on investment at site	£, by source	Annually	For "impact" sites, the volume of public, private or third sector investment undertaken at the site over and above that directly associated with the Growth Deals project, where there is a demonstrable link with the Growth Deals project. This should not include in-kind contributions. "Impact" sites are those sites where there has been a demonstrable unlocking impact as a result of the Growth Deals transport project - these sites of "impact" are to be mutually agreed by LEP/HMG in advance of reporting. Likely to require primary survey work. Deliberately constructed as a gross measure, no correction for deadweight or displacement to be applied at this stage.	Scheme sponsor
Commercial floorspace occupied	sq m, by class	Annually	For "impact" sites, the area and class of commercial floorspace completed that is currently occupied by commercial tenants. "Impact" sites are those sites where there has been a demonstrable unlocking impact as a result of the Growth Deals transport project - these sites of "impact" are to be mutually agreed by LEP/HMG in advance of reporting. Likely to require primary survey work Impacts are gross - no account of displacement. This outcome is a further link of the chain proceeding from follow-on investment rather than a completely separate outcome	Scheme sponsor

	Unit	Frequency	Definition	Data Source
Commercial rental values	£/sq m per month, by class	Annually	The market rate for leasing commercial floorspace at the "impact" site	Scheme sponsor
Land, Property, and Flood Protection				
Follow on investment at site	£, by source	Annually	For the project site, the volume of public, private or third sector investment undertaken at the site over and above that directly associated with the initial Growth Deals project, where there is a demonstrable link with the Growth Deals project. This should not include in-kind contributions.	Scheme sponsor
Commercial floorspace refurbished	sq m, by class	Annually	For project sites, the area and class of refurbished commercial floorspace. Floor areas should be measured in accordance with the RICS Code of measuring practice (6th edition) 2007.	Scheme sponsor
Commercial floorspace occupied	sq m, by class	Annually	For project sites, the area and class of commercial floorspace constructed/refurbished that is currently occupied by commercial tenants.	Scheme sponsor
Commercial rental values	£/sq m per month, by class	Annually	The market rate for leasing commercial floorspace at the project sites	Scheme sponsor
Business Support, Innovation, and Broadband				
Financial return on access to finance schemes	%	Annually	The financial return to the scheme associated with revolving/repayable access to finance interventions - measured as a % return on initial investment.	Scheme sponsor monitoring information
Skills Capital				
Follow on investment at site, including revenue funding	£, by source	Annually	For the project site, the volume of public, private or third sector investment undertaken at the site (including revenue funding, for example for training courses) over and above that for the Growth Deals project, where there is a demonstrable link with the Growth Deals project. This should not include in-kind contributions.	College/SFA data
Post code for new build sites	Qualitative	Annually	Post code for new build sites, for matching with SFA database. This information can potentially be used by the SFA to draw out metrics on learners and qualifications at the site level, to be shared with LEPs.	Scheme sponsor monitoring information

Appendix 3 – BIS Additional Monitoring for Specific Schemes

	Unit	Frequency	Definition	Data Source
Transport - to be collected for all projects/programmes involving more than £5m public funding and where these metrics and the collection points are relevant to the intervention				
Average daily traffic and by peak/non-peak periods	Vehicles	Bi-Annually	Average daily traffic by direction; AM, Inter- and PM peak hour traffic flows by direction. Data collection location depends on the potential impact of transport schemes. Peak/inter-peak is defined based on local traffic flows. This applies to most transport interventions.	Automatic Traffic Counters; Manual Classified Counts
Average AM and PM peak journey time per mile on key routes (journey time measurement)	hr/mile	Bi-Annually	Average AM and PM peak journey time per mile on key routes. Traffic congestion statistics reported across whole intervention area and on key corridors targeted for investment.	Trafficmaster data; Automatic Number Plate Recognition
Average AM and PM peak journey time on key routes (journey time measurement)	Minutes	Bi-Annually	Average AM and PM peak journey time on key routes. Data collection location depends on the potential impact of transport schemes.	Journey time suveys
Day-to-day travel time variability	Minutes	Bi-Annually	Standard deviation of AM and PM peak hour journey time. This applies to highway/public transport intervention on key corridors targeted for investment	Journey time suveys; Trafficmaster data
Average annual CO2 emissions	Tonnes	Bi-Annually	Average annual CO2 emissions Report across whole intervention area	Local Authority Carbon Tool based on distance travelled, vehicle speed and vehicle mix
Accident rate	Number, by severity	Bi-Annually	Number of accidents and accident rate by severity and class of road. Report on key roads/junctions/area targeted for improvement. This metric applies to those schemes which are anticipated to have a significant impact on accidents.	STATS 19 Accident data
Casualty rate	Number, by severity	Bi-Annually	Number of casualties and casualty rate by severity and class of road user. Report on key roads/junctions/area targeted for improvement. This	STATS 19 Accident data

	Unit	Frequency	Definition	Data Source
			metric applies to those schemes which are anticipated to have a significant impact on accidents.	
Nitrogen Oxide and particulate emissions	NOX (tonnes); PM10 (µg/m3)	Bi-Annually	NOX emissions in tonnes per year; PM10 concentrations per year. Affected network is defined as the existing route, the new route, or an improved route on which traffic flow changes are considered to be significant. This metric applies to those schemes which are anticipated to have a significant impact on air quality.	Air quality monitoring survey
Traffic noise levels at receptor locations	LA10, 18hr (dB)	Bi-Annually	Traffic noise levels at receptor locations This depends on the scale of the proposed project, the site and local circumstances, and the location of sensitive receptors. This metric applies to those schemes which are anticipated to have a significant impact on noise.	Automatic Traffic Counters (18 hour Annual Average Weekday Traffic, composition of traffic - % Heavy Goods Vehicles, average traffic speeds); Noise monitoring survey
Annual average daily and peak hour passenger boardings		Bi-Annually	Annual average daily passenger boardings; AM, inter- and PM peak hour passenger boardings	Bus/rail ticketing data; Manual counts at stops/stations
Bus/light rail travel time by peak period	Minutes	Bi-Annually	AM and PM peak bus/light rail travel time	Bus journey time surveys or Automatic Vehicle Location data; Rail journey timetable
Mode share (%)	%	Bi-Annually	AM and PM peak proportion of trips for different travel modes	Automatic Traffic Counters; Manual Classified Counts
Pedestrians counts on new/existing routes		Bi-Annually	Pedestrians counts on new/existing routes This applies to sustainable transport initiatives for walking.	Manual counts; Video cameras
Cycle journeys on new/existing routes		Bi-Annually	Cycle journeys on new/existing routes This applies to sustainable transport initiatives for cycling.	Manual cycle counts; Automatic cycling counters; Video cameras

	Unit	Frequency	Definition	Data Source
Households with access to specific sites by mode within threshold times	Number	Bi-Annually	Households with access to specific sites within 20/40 minutes using public transport/walking, car and cycle	Accessibility statistics published by DfT; Produce bespoke accessibility measures and travel time calculations using off-the-shelf software
Business Support, Innovation and Broadband - to be collected where more robust evaluation is planned and where these metrics are relevant to the intervention				
Detail of successful and unsuccessful applicants		On-going	Administrative database covering company name, address, post code and CRN - company reference number. Named contact, telephone number and email address (and consent for being contacted). This should be captured for both successful and unsuccessful applicants. Required for robust long term evaluation	Scheme sponsor monitoring information
Beneficiary characteristics (business age, size, sector)		On-going	Collected at the point of initial contact with business: - Age: year of business registration / founding year - Size: turnover and employment	Scheme sponsor monitoring information
Other support provided to applicant firm	£, by scheme	On-going	Other types of support received by successful applicants; covering the scheme, timing, type and value (£) of support received	Scheme sponsor monitoring information
Number of entrepreneurial readiness assists progressing to full trading	Number	Annually	The number of potential entrepreneurs assisted that have subsequently progressed to full trading. Will require a bespoke survey of beneficiaries - could do on a sample basis.	Scheme sponsor
Number of enterprises assisted to cooperate with research entities/institutions	Number	Annually	The number of treated SMEs working jointly with research entities after assistance has been given. Should be counted up to 3 years following support. 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	Scheme sponsor

	Unit	Frequency	Definition	Data Source
Number of enterprises supported to introduce new to the market products	Number	Annually	The number of treated SMEs that successfully introduce a new-to-market product after assistance has been given. Product should be available for commercial purchase. Should be counted up to 3 years following support.	Scheme sponsor
Number of enterprises supported to introduce new to the firm products	Number	Annually	The number of treated SMEs that successfully introduce a new-to-firm product after assistance has been given. Product should be available for commercial purchase Should be counted up to 3 years following support.	Scheme sponsor

Appendix 4 – Local Economic Impact Calculator

The idea of an 'economic impact calculator' was born out of the increasing need to be able to demonstrate real life impacts of economic development projects, something which has been (and remains, to a certain extent) notoriously difficult.

With this challenge in mind the Lincolnshire County Council's Research & Information Team produced a tool aimed at assisting colleagues in the Economy & Culture Service Area in:

- quantifying the benefits of regeneration activities
- assigning and acknowledging regeneration outputs and outcomes
- improving case building and intervention evaluation through the benchmarking of projects at both inception and completion
- assessing the appropriateness of bids received and targets set

The majority of the theory that sits behind the calculator is derived from a piece of research work commissioned by the Department for Communities and Local Government (DCLG). This research was published in 2010 under the title of 'Valuing the Benefits of Regeneration'.

The focus of this research was on developing a practical methodology with which to place an economic value on the benefits that are produced by regeneration policies in line with the recommendations of HM Treasury (more specifically the HM Treasury Green Book).

The fact that the project was a national piece of research which evaluated regeneration projects from across the country and created a national set of averages posed a problem. For example it would not be expected that the outputs (in terms of jobs created and safeguarded, or business assisted) from a regeneration project in rural Lincolnshire to be comparable with those from a project in central Manchester or London.

As a result the Research and Information Team localised the national research findings by taking into account local levels of GVA and wages, as well as feeding in local information on project outputs from numerous years of European programme outputs.

In this way it is considered that the outputs from the calculator now better reflect realistic outputs from a local project. This process is on-going, and the outputs from the Growth Deal projects over the next decade will be fed into the model to further improve results, and the understanding of local economic impacts.