



Lancashire
Enterprise Partnership

Appendix 'C'

GROWTH DEAL MONITORING & EVALUATION FRAMEWORK



June 2018



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1. Introduction

The Lancashire Growth Deal aims to realise the growth potential of the Lancashire economy, building on key local economic assets including the Lancashire's universities and colleges, the Lancashire Advanced Manufacturing and Energy Cluster (LAMEC), the Preston, South Ribble and Lancashire City Deal, and the high value business clusters in Central and East Lancashire, and Blackpool and the Fylde coast which are a key component of this growth deal. There is also a strong focus on Blackpool, with a combination of transport and housing interventions designed to support and sustain the visitor economy and address local housing market challenges.

Lancashire's Growth Deal comprises three funding awards from Government, Growth Deal 1, 2 and 3, which have a combined allocation of £320m.

The Growth Deal identifies four key priorities which are generally pan-Lancashire, in terms of coverage, and are rooted in maximising the area's competitive economic strengths. The four key priorities are:

- **Releasing Growth Potential;**
- **Renewal of Blackpool;**
- **Growing the local Skills and Business Base; and**
- **Innovation and Manufacturing Excellence.**

By 2021, this Deal is expected to bring to Lancashire's economy:

- 11,000 jobs;
- ,900 homes; and
- £1.2bn private sector investment

Monitoring and evaluation of the Growth Deal programme and the projects that sit within it is required by Government and the Lancashire Enterprise Partnership (LEP) in order to understand what has been spent and what has been delivered, to provide information for reporting back to Ministers and the public, and for influencing future policy. It is in this requirement for transparency that the LEP agreed the need for a Monitoring and Evaluation Framework. The LEP and its Performance Committee will use the monitoring process to manage performance to ensure that the planned delivery is achieved.

Monitoring (at programme and project level) enables all relevant parties to track momentum towards the achievement of milestones and progress towards the creation of outputs.

The approach to monitoring encompasses consideration of a set of metrics covering the activities, outputs and outcomes associated with the main typologies of intervention.

The purpose of evaluation is to allow more accurate judgements to be made of the effectiveness of projects and the programme as a whole and to understand and learn "what works" in different areas and why.

The LEP is committed to ensuring that monitoring and evaluation add real value to its Growth Deal programme and that project sponsors are fully engaged in the process. As such, the monitoring and evaluation information collected will be used to further inform the Strategic Economic Plan (SEP) and future investment proposals and to identify opportunities to achieve enhanced outcomes and impacts.

The control and management of the Growth Deal projects is the responsibility of the Growth Deal Management Board (GDMB). It is the responsibility of the Board to:

- I. Oversee the implementation of the Growth Deal Programme and make recommendations to the LEP Board.
- II. Oversee the operation of a Growth Deal Monitoring and Evaluation Sub Group and will approve all reports for submission to the LEP Board and Government (HMG).
- III. Receive reports to each meeting of the GDMB to track progress against the planned milestones, including key financial and output information, milestones and risks.
- IV. Ensure that the LEP's arrangements for Monitoring & Evaluation will be implemented in accordance with the LEP's Assurance Framework.

This GDMB oversees the work of Lancashire County Council, the accountable body for the LEP, who will ensure that the LEP's arrangements for monitoring and evaluation of the Growth Deal is implemented, in accordance with the LEP's Assurance Framework. The GDMB also oversees the work undertaken by the Monitoring and Evaluation (M&E) Sub Group. The M&E Sub Group has numerous responsibilities which include:

- I. Implement the delivery of the Monitoring & Evaluation Framework;
- II. Monitor the progress of the Growth Deal Monitoring & Evaluation consultant commissioned in accordance with the delivery of the Growth Deal Monitoring & Evaluation Framework and the consultant contract;
- III. Update the Monitoring and Evaluation Framework according to operational need, and annually as a minimum;
- IV. Provide quarterly monitoring reports to the GDMB in respect of the activities being carried out in pursuance of the Monitoring & Evaluation Framework;
- V. Facilitate the development and presentation of project business cases seeking funding recommendation



- VI. Support the GDMB in ensuring that any conditions attached to Local Growth Fund funding agreements are discharged appropriately;
- VII. Approve project material changes where compliant with the parameters of the Growth Deal Change Notice Procedure, and where necessary escalate to the GDMB;
- VIII. Advise the GDMB of any issues arising if project sponsors are unable to comply with the Growth Funding principles agreed by the LEP Board;
- IX. Advise the GDMB of any proposed material changes to project funding in the event of non-delivery, and/or the withdrawal of grant offer.

The LEP and Government recognise that this Monitoring & Evaluation Framework needs to be a "living" document that needs to be revised periodically with flexibility built-in to ensure it remains fit-for-purpose throughout the Growth Deal period. The progress and success of the monitoring and evaluation framework is reviewed annually by the Growth Deal Management Board and periodically by the Growth Deal Performance Committee.

Information Dissemination

The LEP's Assurance Framework sets out a clear commitment by the LEP to publish Agendas and reports on the LEP website. This MEF will be published on the LEP website along with key evaluation and monitoring findings reported to the LEP Board over the course of the Growth Deal Programme.

2. Monitoring and Evaluation Reporting Requirements

There are three distinct audiences/parties who require monitoring and evaluation information:

(a) Government

Government have specified that on a quarterly basis, for the lifetime of the Growth Deal programme, a suite of specified monitoring information must be submitted on retrospective basis.

This monitoring information incorporates detail about individual project spend, draw down of growth deal monies and realisation of agreed project outputs and metrics. The electronic mechanism for providing this information (LOGASnet) is maintained and managed by Cities and Local Growth Unit (CLG).

In October 2017 CLG issued new guidance for 'Growth Deal Reporting and Data Submission', which introduced a new excel based reporting system, RAG Rating Formula and updated Metric definitions.

(b) Lancashire Enterprise Partnership (LEP) Board

The LEP Board and two sub-committees of the Board (Growth Deal Management Board and LEP Performance Committee) require regular monitoring and evaluation information.

The mechanism for provision of this information is via formal reports tabled, as required, at the scheduled meetings of each forum. This enables an appropriate level of scrutiny and also affords the opportunity to take remedial action should it be required.

(c) Accountable Body (Lancashire County Council)

In order to effectively discharge their responsibilities in relation to the programme management of Lancashire Growth Deal, the Accountable Body monitor information on a pre-determined frequency in support of claims for funding from individual projects. This is determined during the development of the formal Growth Fund Agreements/Memorandums of Understanding for individual projects.

This ensures that the Accountable Body is satisfied that funding is being released appropriately in accordance with contracted arrangements. It also provides the mechanism for the Accountable Body to track the achievement of agreed project activity, spend, milestones, outputs and outcomes.

3. Development of the Monitoring Framework

Development activity and methodology

In September 2014, the LEP asked Growth Deal project sponsors to review the expenditure and output information included in the SEP (following an initial consultation exercise to inform this plan) and to identify any additional outputs appropriate to their project from those highlighted in the August 2014 BIS report/presentation on Monitoring and Evaluating Growth Deals.

A list of monitoring metrics, as provided at **Appendix A**, was forwarded to all project sponsors who were asked to identify which were relevant to their project. Projects were therefore ideally placed to respond to the publication on 30th September 2014 by Cabinet Office of a comprehensive draft list of monitoring metrics and definitions.

This second consultation exercise culminated in the submission to Government of a completed monitoring matrix in October 2014. A parallel exercise was also undertaken with the Skills Capital projects and a monitoring matrix, containing details of all projects, was submitted to Government in October.2014

A third consultation exercise was then undertaken with all project sponsors being asked to forecast targets against each of the metrics they had identified as being relevant to their project, profiled over the project lifetime. This exercise was completed in November 2014.

Government officials expressed that they were comfortable with the monitoring matrix submitted and were satisfied with the progress that had been made.

Agreed Approach

Following the meeting with Government officials, the LEP reviewed the metrics which project sponsors had identified as being relevant to their individual project. This was completed in the context of those originally included within the SEP and existing good practice. Discrepancies and ambiguities were worked-through with project sponsors.

The agreed 'pre-contract' metrics for individual projects is contained at **Appendix B**. These metrics would form the basis of the development of the individual project business cases, tested through the business case assurance, and where appropriate incorporated into the Grant Funding Agreement (GFA).

All projects agreed to report on a pre-determined frequency on the metrics as contained in their GFA.

Implementation arrangements



It was agreed that Lancashire County Council, as the accountable body, should be responsible for the collection, collation and verification of all monitoring data from Growth Deal projects. Lancashire County Council is responsible for ensuring that spend, outputs, outcomes and milestones are met and evidenced in accordance with their GFA. The evidence can be used to satisfy all parties that projects are progressing as per the agreed business case and contract arrangements as detailed in the GFA, and that the accountable body is acting in a transparent and neutral way.

All project sponsors are required to identify within their GFA a named project manager and monitoring officer, with the accountable body informed of personnel changes.

As data owners, project sponsors are responsible for collecting and submitting their monitoring data reporting to the accountable body (Lancashire County Council) in accordance with pre-agreed timescales and GFA requirements.

The mechanism for project sponsors to submit their data to the accountable body is the completion of the "Lancashire Growth Deal Claim – Part A (Financial)" "Lancashire Growth Deal Claim – Part B (Progress Report)". These documents are provided at **Appendices C & D**.

Metrics reported are verified against the contents of the individual project GFA, the Monitoring Metrics and Definitions, provided at **Appendix A**, and CLG Growth Deal Metrics Definitions as provided at **Appendix E**.

Following verification of each projects quarterly reporting, data is input quarterly into the LOGASnet reporting system, with prior consent to submit the reporting to CLG sought from the Accountable Body's S151 Officer and the LEP Board.

The LEP, via its Performance Committee may choose to undertake periodic auditing of the monitoring and evaluation information provided by project sponsors to ensure accuracy and consistency.

Social Value

Background

The LEP and GDMB are committed to maximising the Social Value benefits of the individual projects that form part of the Growth Deal Programme, and the Social Value benefits across the Growth Deal Programme.

Social Value benefits being recognised as project activity / outcomes which are not captured via the quantifiable outputs/outcomes reported to government via the Metrics.

Social Value forms part of the GFA, with project sponsors (and their sub-contractors) required to ensure that the Social Value Act 2012 is observed in any procurement processes.

Implementation

In order to progress towards realising this aspiration, the GDMB produced a “Toolkit for Wider Economic and Social Benefits for Growth Deal Projects in Lancashire. This document can be found on the LEP website.

The Toolkit, includes a Social Value template which project sponsors are requested to populate at the start of the project, with the Social Value benefits which they feel the project may achieve during its lifetime.

Project Sponsor provide information on the 'actual' Social Value benefits achieved on an bi-annual basis, which is transferred to a master 'Social Value' Metrics document, which collates returns for all 'live' projects within the programme, to provide information both at a 'Project' and 'Programme' level. This information is reported to the GDMB.

4. Development of the Evaluation Framework

Development activity and methodology

Introduction

Lancaster University was asked by the LEP to work alongside Lancashire's wider higher education institutions in developing the principles for an evaluation framework to sit alongside and compliment the monitoring plan for the county's Growth Deal.

As a result Lancaster University provided advice and guidance on the development of an Evaluation Plan and the development and management of a formative evaluation process of the whole Evaluation Plan.

Review of Evaluation Options

All project sponsors were invited to an Evaluation Workshop arranged on behalf of the LEP by Lancaster University. This event, held in January 2015, provided an opportunity to bring together project sponsors to share ideas about evaluation options at an early stage in the Growth Deal programme.

The programme for the workshop included sessions on mapping the growth deal projects' Inputs, Outputs and Outcomes, the use of Logic Models to create Project and Programme Evaluation Frameworks; and the use of Evaluation Tools to deliver and demonstrate success. Following the Evaluation Workshop, all projects submitted completed Logic Model Templates to Lancaster University and these will form a core part of project management and implementation arrangements.

It was recognised at this Workshop that there would be particular merit in undertaking more detailed formative evaluation on a number of selected projects. The purpose of this, and benefit to the Growth Deal programme, would be to;

- Identify exemplar projects to help promote the activities and achievements of the Growth Deal;
- Support the management of risk, especially of large scale and complex projects;
- Support the transfer of knowledge and learning between projects clusters, for example skills;
- Generate innovation within sector;

- Provide knowledge and expertise for the use of new and emerging projects.

Determination of Evaluation Options

The LEP agreed that all projects within the Growth Deal should be subject to evaluation, with a selection of 6 projects, as detailed below, evaluated in more detail. These were chosen to represent the breadth of activity being supported through the Growth Deal as well as its wide geographical spread and regional significance. Along with the individual projects, the LEP also agreed that a full evaluation of the Growth Deal Programme should be undertaken, therefore allowing for both project and programme level evaluation.

Agreed Approach

The evaluation approach is threefold:

All Projects: For all projects a general evaluation will be required.

Exemplar Evaluation Projects: For 6 specific projects, as detailed below, a more detailed evaluation and assessment will be undertaken:

- Northlight (formerly known as Redevelopment of Brierfield Mill)
- Lancashire Energy HQ
- Burnley, Hyndburn, Pendle Growth Corridor
- Engineering Innovation Centre (EIC)
- Blackpool Town Centre Quality Corridors
- Food, Farm, Innovation Technology Centre

Programme: An overall evaluation is to be undertaken of the entire Growth Deal programme.

Implementation arrangements

The LEP agreed that the implementation activity for evaluation should be undertaken by an external body. An initial allocation of £100,000 was set aside from within the LEP's existing core funding budget to ensure that these consultancy costs of evaluation can be met in the first years of the Growth Deal Programme. It should be noted that additional resources are likely to be required over the life-time of the Growth Deal Programme.

Government have not confirmed future core funding allocations for LEPs, however once there is further clarity on this position the LEP will make further investment decisions on the resources available for monitoring and evaluation.

In accordance with the requirements set out by the LEP, a tender exercise was undertaken by the accountable body in order to procure a consultant to complete the evaluation of the projects and Growth Deal programme. The winning applicant, Warwick Economics & Development, commenced the evaluation process (working with the accountable body) in April 2016.



The evaluation contract delivery schedule is provided at **Appendix F**.

Glossary

BIS:	Department of Business, Innovation and Skills
CLG:	Cities and Local Growth Unit
GDMB:	Growth Deal Management Board
GFA:	Grant Funding Agreement
HMG:	Her Majesty's Government
LCC:	Lancashire County Council
LEP:	Lancashire Enterprise Partnership
LGF:	Local Growth Fund
M&E SG:	Monitoring and Evaluation Sub Group
MEF:	Monitoring and Evaluation Framework
SEP:	Strategic Economic Plan

Appendices

Appendix A – Core and Supplementary Monitoring Metric and Definitions

1. CORE METRICS - to be collected for all projects and programmes					
Inputs	Unit	Frequency	Definition	Data source	Issues / further information
Expenditure	£, by source	Q	<p>Expenditure defrayed directly on the intervention, broken down into LGF funds, other public sector funds and private funds.</p> <p>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).</p>	LEP MI	
Funding breakdown	£, by source	Q	Non LGF Funding delivered - including public, private and third sector match funding, broken down by source. This should not include in-kind contributions	LEP MI	
In-kind resources provided	qualitative	Q	Land, buildings or other assets provided to resource the intervention	LEP MI	

Outcomes					
Jobs connected to the intervention	FTEs	A	<p>Permanent paid full time equivalent jobs that are directly connected to the intervention, measured by FTE at predetermined "impact sites". This includes:</p> <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 <p>"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.</p>	Scheme sponsor	Likely to require primary survey work. Employment is counted gross - no account of deadweight or displacement at the monitoring stage.
Commercial floorspace constructed	sq m, by class	A	<p>For both direct employment sites and "impact" sites, the area and class of commercial floorspace completed. "Impact" sites are defined as for jobs created above. Floor areas should be</p>	Scheme sponsor	Need to define and agree "impact" sites in advance - can we articulate some criteria relating to planning or

			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.		access? Need to demonstrate the credibility of that outcomes can be attributed (on balance) to the project. Likely to require primary survey work. Does not take account of refurbished floorspace.
Housing unit starts	#	A	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	Same issues as defining commercial floorspace above around establishing impact sites. Should we break this up into class of housing? E.g. affordable housing?
Housing units completed	#	A	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	Same issues as defining commercial floorspace above around establishing impact sites. Should we break this up into class of housing? E.g. affordable housing?

2. PROJECT SPECIFIC OUTPUTS AND OUTCOMES - to be collected where relevant to the intervention

Activity/Output Characteristics

Transport

Total length of resurfaced roads	Km	Q	Length of road for which maintenance works have been completed	Scheme sponsor MI	
Total length of newly built roads	Km	Q	Length of road for which works have been completed and now open for public use	Scheme sponsor MI	
Total length of new cycle ways	Km	Q	Length of cycle way for which works have been completed and now open for public use	Scheme sponsor MI	
Type of infrastructure delivered	drop down list	B/A	Identify what has been constructed as a result of the project - utilise units where appropriate e.g. length of cycle path	Scheme sponsor MI	Limit to how long of a list will be provided so interventions will have scope to supplement with other types
Type of service improvement delivered	drop down list	B/A	Identify the nature of service improvement as a result of the intervention e.g. improved bus service	Scheme sponsor MI	

Land, Property and Flood Protection

Area of site reclaimed, (re)developed or assembled	Ha	Q	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	Scheme sponsor MI	
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			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		
Utilities installed	drop down list and km	Q	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 MI	
Area of land experiencing a reduction in flooding likelihood (ha)	Ha	Q	Area of land with a reduced likelihood of flooding as a result of the project	Scheme sponsor MI	

Business Support, Innovation and Broadband

Number of enterprises receiving non-financial support	#, by type of support	Q	Number of SMEs receiving support (inc. 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 minimum of £1,000, calculated at Gross Grant Equivalent (see ERDF guidance) or a minimum of 2 days of consulting advice.	Scheme sponsor MI	
Number of new enterprises supported	#	Q	As above, but businesses that have been trading for less than three years.	Scheme sponsor MI	

Number of potential entrepreneurs assisted to be enterprise ready	#	Q	Number of individuals receiving non-financial support (i.e. advice or training) with the intention of commencement of trading	Scheme sponsor MI	
Number of enterprises receiving grant support	#	Q	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 MI	
Number of enterprises receiving financial support other than grants	#	Q	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 MI	
Additional businesses with broadband access of at least 30mbps	#	Q	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 MI	

Skills Capital					
New build training/learning floorspace	sq m	Q	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 facilities	sq m (where FE colleges are involved, by estate grading)	Q	The amount of new training/learning floorspace refurbished to improve building condition and/or fitness for purpose. For FE colleges, this should be by estate grading. Figures to be provided following completion.	LEP to record from Post Occupancy Evaluation reports and/or project implementation reports submitted by colleges/providers	Unlike FE Colleges, there is no formal building condition benchmarking system for private providers – however the overall amount of floorspace refurbished will be sufficient for private providers.
Floorspace rationalised	sq m	Q	The amount of overall floorspace reduced following completion of the project through, for example,	LEP to record from Post Occupancy Evaluation reports	

			demolition or disposal. Figures to be provided following completion.	and/or project implementation reports submitted by colleges/providers	
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Outcomes

Transport

Follow on investment at site	£, by source	A	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.	Scheme sponsor	Need to define and agree "impact" sites in advance - defined by LEPs so as to maintain the credibility that outcomes can be attributed (on balance) to the project Likely to require primary survey work. Deliberately constructed as a gross measure, no correction for deadweight or displacement to be applied at this stage.
Commercial floorspace occupied	sq m, by class	A	For "impact" sites, the area and class of commercial floorspace completed that is currently occupied by commercial tenants. "Impact" sites	Scheme sponsor	Likely to require primary survey work Impacts are gross - no account of

			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.		displacement. This outcome is a further link of the chain proceeding from follow-on investment rather than a completely separate outcome
Commercial rental values	£/sq m per month, by class	A	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	A	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	As for equivalent transport metric above
Commercial floorspace refurbished	sq m, by class	A	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	Likely to require primary survey work

Commercial floorspace occupied	sq m, by class	A	For project sites, the area and class of commercial floorspace constructed/refurbished that is currently occupied by commercial tenants.	Scheme sponsor	As for equivalent transport metric above
Commercial rental values	£/sq m per month, by class	A	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	%	A	The financial return to the scheme associated with revolving/repayable access to finance interventions - measured as a % return on initial investment.	Scheme sponsor MI	
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Skills Capital

Follow on investment at site, including revenue funding	£, by source	A	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	
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Post code for new build sites	qualitative	A	Post code for new build sites, for matching with SFA database	Scheme sponsor MI 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.	
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3. ADDITIONAL MONITORING - for specific schemes (see below)

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	B/A	Average daily traffic by direction; AM, Inter- and PM peak hour traffic flows by direction	Automatic Traffic Counters; Manual Classified Counts	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.
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Average AM and PM peak journey time per mile on key routes (journey time measurement)	hr/mile	B/A	Average AM and PM peak journey time per mile on key routes	Trafficmaster data; Automatic Number Plate Recognition	Traffic congestion statistics reported across whole intervention area and on key corridors targeted for investment
Average AM and PM peak journey time on key routes (journey time measurement)	Minutes	B/A	Average AM and PM peak journey time on key routes	Journey time surveys	Data collection location depends on the potential impact of transport schemes.
Day-to-day travel time variability	Minutes	B/A	Standard deviation of AM and PM peak hour journey time	Journey time surveys; Trafficmaster data	This applies to highway/public transport intervention on key corridors targeted for investment
Average annual CO2 emissions	tonnes	B/A	Average annual CO2 emissions	Use the Local Authority Carbon Tool based on distance travelled, vehicle speed and vehicle mix	Report across whole intervention area
Accident rate	# by severity	B/A	Number of accidents and accident rate by severity and class of road	STATS 19 Accident data	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.
Casualty rate	# by severity	B/A	Number of casualties and casualty rate by severity and class of road user	STATS 19 Accident data	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.
Nitrogen Oxide and particulate emissions	NO _x (tonnes); PM10 (µg/m ³)	B/A	NO _x emissions in tonnes per year; PM10 concentrations per year	Air quality monitoring survey	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.
Traffic noise levels at receptor locations	LA _{10, 18hr} (dB)	B/A	Traffic noise levels at receptor locations	Automatic Traffic Counters (18 hour	This depends on the scale of the proposed

				Annual Average Weekday Traffic, composition of traffic - % Heavy Goods Vehicles, average traffic speeds); Noise monitoring survey	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.
Annual average daily and peak hour passenger boardings	#	B/A	Annual average daily passenger boardings; AM, inter- and PM peak hour passenger boardings	Bus/rail ticketing data; Manual counts at stops/stations	The data collection method/location depends on the bus/rail/sustainable transport package.
Bus/light rail travel time by peak period	Minutes	B/A	AM and PM peak bus/light rail travel time	Bus journey time surveys or Automatic Vehicle Location data; Rail journey timetable	The data collection method/location depends on the bus/rail/sustainable transport package.
Mode share (%)	%	B/A	AM and PM peak proportion of trips for different travel modes	Automatic Traffic Counters; Manual Classified Counts	Need to define study area / specific site. This metric applies to bus/rail/sustainable transport package.
Pedestrians counts on new/existing routes (#)	#	B/A	Pedestrians counts on new/existing routes	Manual counts; Video cameras	This applies to sustainable transport initiatives for walking.

Cycle journeys on new/existing routes (#)	#	B/A	Cycle journeys on new/existing routes	Manual cycle counts; Automatic cycling counters; Video cameras	This applies to sustainable transport initiatives for cycling.
Households with access to specific sites by mode within threshold times (#)	#	B/A	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	The specific sites targeted for transport schemes.

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.	Scheme sponsor MI	Required for robust long term evaluation
Beneficiary characteristics		On-going	Collected at the point of initial contact - Age: year of business registration /	Scheme sponsor MI	

(business age, size, sector)			<p>founding year</p> <ul style="list-style-type: none"> - Size: turnover and employment - Sector: to SIC (2007) one digit level (or higher) 		
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 MI	
Number of entrepreneurial readiness assists progressing to trading	#	A	The number of potential entrepreneurs assisted that have subsequently progressed to full trading	Scheme sponsor	Will require a bespoke survey of beneficiaries - could do on a sample basis.
Number of enterprises assisted to cooperate with research entities/institutions	#	A	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	
Number of enterprises supported to introduce new to the market products	#	A	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.	Scheme sponsor	

			Should be counted up to 3 years following support.		
Number of enterprises supported to introduce new to the firm products	#	A	The number of treated SMEs that introduce a new-to-firm product after assistance has been given. Product to be available for commercial purchase Should be counted up to 3 years following support.	Scheme sponsor	

Note: These metrics are now supplemented and considered alongside the CLG Metrics Definitions

Appendix B – Individual Project Metric Selection

A6 Broughton Bypass	
• Total length of newly built roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure delivered	Biannual
• Type of service improvement delivered	Biannual
• Average daily traffic and by peak/non peak periods	Biannual
• Average AM and PM peak journey time per mile on key routes (journey time measurement)	Biannual
• Average AM and PM peak journey time on key routes (journey time measurement)	Biannual
• Day-to-day travel time variability	Biannual
• Average annual CO2 emissions	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Traffic noise levels at receptor locations	Biannual
• Pedestrians counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual

Blackburn to Bolton Rail Corridor	
• Jobs connected to the intervention	Annual
• Housing unit starts	Annual
• Housing units completed	Annual
• Type of infrastructure	Biannual
• Type of service improvement	Biannual
• Day-to-day travel time variability	Biannual
• Average annual CO2 emissions	Biannual
• Annual average daily and peak hour passenger boardings	Biannual
• Mode share (%)	Biannual

Blackburn Town Centre Improvements	
• Jobs connected to the intervention	Annual
• Total length of resurfaced roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure	Biannual
• Type of service improvement	Biannual
• Average daily traffic and by peak/non-peak periods	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Mode share (%)	Biannual
• Pedestrian counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual

Burnley - Centenary Way Viaduct Major Maintenance	
• Total length of resurfaced roads	Quarterly
• Type of service improvement	Biannual
• Infrastructure improvement	Biannual
• Economically vital transport route secured	Annual
• Bridges repaired	Annual

Burnley to Pendle Growth Corridor	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Housing unit starts	Annual
• Housing units completed	Annual
• Total length of new cycle ways	Quarterly
• Type of service improvement	Biannual
• Follow on investment at site	Annual
• Commercial floorspace occupied	Annual
• Commercial rental values	Annual
• Average daily traffic and by peak/non-peak periods	Biannual
• Average AM and PM peak journey time on key routes (journey time measurement)	Biannual
• Day-to-day travel time variability	Biannual
• Average annual CO2 emissions	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Annual average daily and peak hour passenger boardings	Biannual
• Pedestrian counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual
• Households with access to specific sites by mode within threshold times (#)	Biannual

Darwen East Development Corridor	
• Total length of newly built roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure delivered	Biannual
• Type of service improvement delivered	Biannual
• Average daily traffic and by peak/non peak periods	Biannual
• Average AM and PM peak journey time per mile on key routes (journey time measurement)	Biannual
• Average AM and PM peak journey time on key routes (journey time measurement)	Biannual
• Day-to-day travel time variability	Biannual
• Average annual CO2 emissions	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Traffic noise levels at receptor locations	Biannual
• Pedestrians counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual

East Lancashire Strategic Cycle Network	
• Total length of resurfaced roads	Quarterly
• Total length of new cycle ways	Quarterly
• Pedestrian counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual
• Total length of improved cycle ways	Extra indicator

M55 to St. Anne's Link Road	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Housing unit starts	Annual
• Housing units completed	Annual
• Total length of newly built roads	Quarterly
• Total length of new cycle ways	Quarterly
• Follow on investment at site	Annual
• Commercial floorspace occupied	Annual
• Area of land experiencing a reduction in flooding likelihood (ha)	Quarterly

Preston City Centre to Bus Station Improvements	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Total length of resurfaced roads	Quarterly
• Type of service improvement	Biannual
• Commercial floorspace occupied	Annual

Preston Western Distributor	
• Total length of newly built roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure delivered	Biannual
• Type of service improvement delivered	Biannual
• Average daily traffic and by peak/non peak periods	Biannual
• Average AM and PM peak journey time per mile on key routes (journey time measurement)	Biannual
• Average AM and PM peak journey time on key routes (journey time measurement)	Biannual
• Day-to-day travel time variability	Biannual
• Average annual CO2 emissions	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Traffic noise levels at receptor locations	Biannual
• Pedestrians counts on new/existing routes (#)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual

Blackpool Integrated Traffic Management	
• Average annual CO2 emissions	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Additional day visits over 5 years	Annual
• Additional visitor spend over 5 years	Annual
• Gross direct and indirect jobs supported over 5 years	Annual
• Net additional GVA over 5 years	Annual

Blackpool Heritage Based Visitor Attraction Blackpool	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Utilities installed	Quarterly

• Commercial floorspace refurbished	Annual
• New build training/learning floorspace	Quarterly
• In kind resources provided	Quarterly
• People taking part in skills and training activities	Annual
• New visitor numbers to town	Annual
• Total annual visits attracted	Annual
• Annual economic benefit	Annual

Blackpool Town Centre Green Corridors	
• Total length of resurfaced roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure	Biannual
• Type of service improvement	Biannual
• Follow on investment at site	Annually
• Commercial floorspace occupied	Annually
• Average daily traffic and by peak/non peak periods	Biannual
• Accident rate	Biannual
• Casualty rate	Biannual
• Nitrogen Oxide and particulate emissions	Biannual
• Mode share (%)	Biannual
• Cycle journeys on new/existing routes (#)	Biannual

Blackpool – Fleetwood Tramway extension	
• Type of infrastructure	Annually
• Type of service improvement	Annually
• Average AM and PM peak journey time on key routes (journey time measurement)	Annually
• Accident rate	Annually
• Casualty rate	Annually
• Nitrogen Oxide and particulate emissions	Annually
• Annual average daily and peak hour passenger boardings	Annually
• Bus/light rail travel time by peak period	Annually

Blackpool & The Fylde College - Lancashire Energy HQ	
• Jobs connected to the intervention	Annual
• Area of site reclaimed (re) developed or assembled	Quarterly
• Utilities installed	Quarterly
• New build training/learning floorspace	Quarterly

Blackpool & The Fylde College – Estate Improvement, Nautical College	
• Jobs connected to the intervention	Annual
• New build training/learning floorspace	Quarterly
• Floorspace rationalised	Quarterly

Fleetwood Fire Training Centre Phase 2, Blackpool and the Fylde College	
• Jobs connected to the intervention	Annual
• Area of site reclaimed (re) developed or assembled	Quarterly
• New build training/learning floorspace	Quarterly
• Follow on investment at site, including revenue funding	Annual

M6 J28 Improvements & Business Growth Centre	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Housing unit starts	Annual
• Housing units completed	Annual
• Total length of resurfaced roads	Quarterly
• Total length of newly built roads	Quarterly
• Total length of new cycle ways	Quarterly
• Type of infrastructure	Biannual
• Type of service improvement	Biannual
• Follow on investment at site	Annual
• Commercial floorspace occupied	Annual
• Commercial rental values	Annual
• Number of enterprises receiving non-financial support	Quarterly
• Number of new enterprises supported	Quarterly
• Number of potential entrepreneurs assisted to be enterprise ready	Quarterly
• Number of enterprises receiving grant support	Quarterly
• Number of enterprises receiving financial support other than grants	Quarterly
• Additional businesses with broadband access of at least 30mbps	Quarterly
• Financial return on access to finance schemes	Quarterly

Rawtenstall Redevelopment Zone	
• Jobs connected to the intervention	Annual
• Housing units completed	Annual
• Commercial floorspace occupied	Annual
• Area of site reclaimed (re) developed or assembled	Quarterly

Redevelopment of Brierfield Mill (Northlight)	
• Jobs connected to the intervention	Annual
• Commercial floorspace occupied	Annual
• Area of site reclaimed (re) developed or assembled	Quarterly

Runshaw College, Engineering, Science and Innovation Centre	
• Jobs connected to the intervention	Annual
• New build training/learning floorspace	Quarterly
• Refurbished training/learning facilities	Quarterly
• Floorspace rationalised	Quarterly
• Follow on investment at site, including revenue funding	Annual

Training 2000, Additional Engineering Training Equipment	
• Jobs connected to the intervention	Annual
• Refurbished training/learning facilities	Quarterly
• Follow on investment at site, including revenue funding	Annual
• Number of Apprenticeships	Annual
• Number of re-skill/ Upskill individuals	Annual

Burnley Vision Park	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Area of site reclaimed, (re)developed or assembled	Quarterly
• Utilities installed	Quarterly

• Follow on investment at site	Annual
• Commercial floorspace occupied	Annual
• Commercial rental values	Annual

Engineering & Innovation Centre – UCLan	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Number of enterprises receiving non financial support	Quarterly
• Number of new enterprises supported	Quarterly
• Number of potential entrepreneurs assisted to be enterprise ready	Quarterly
• Number of enterprises receiving grant support	Quarterly
• Number of enterprises receiving financial support other than grants	Quarterly
• New build training/learning floorspace	Quarterly
• Refurbished training/learning facilities	Quarterly
• Floorspace rationalised	Quarterly
• Follow on investment at site, including revenue funding	Annually
• Detail of successful and unsuccessful applicants	Ongoing
• Beneficiary characteristics (business age,size, sector)	Ongoing
• Other support provided to applicant firm	Ongoing
• Number of entrepreneurial readiness assists progressing to full trading	Annual
• Number of enterprises assisted to cooperate with research entities/institutions	Annual
• Number of enterprises supported to introduce new to the market products	Annual
• Number of enterprises supported to introduce new to the firm products	Annual
• Number of learners (additional metric)	Annual


Lancaster University – Health Innovation Park	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• Number of enterprises receiving non-financial support	Quarterly
• Number of enterprises assisted to cooperate with research entities/institutions	Annual
• Number of enterprises supported to introduce new to the market products	Annual
• Number of enterprises supported to introduce new to the firm products	Annual


Making Rooms – Lancashire's First Fab lab	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual

Myerscough College, Food and Farming Innovation Centre	
• Jobs connected to the intervention	Annual
• Commercial floorspace constructed	Annual
• New build training/learning floorspace	Quarterly
• Refurbished training/learning facilities	Quarterly
• Follow on investment at site, including revenue funding	Annual

Advanced Engineering and Manufacturing Innovation Centre, Nelson and Colne College	
• Jobs connected to the intervention	Annual
• Refurbished training/learning facilities	Quarterly
• Follow on investment at site, including revenue funding	Annual

Appendix C: Lancashire Growth Deal Project Claim – Part A (Financial)





**Lancashire Growth Deal Claim
PART A (Financial)**

Project Name:	
Project Reference:	
Reporting Period (From – To):	

EXPENDITURE PROFILE

Activity	Initial Estimated Qualifying Expenditure	% of costs	Previous Years		2017-18				2017-18 Total	2018-19 Forecast	2019-20 Forecast	2020-21 Forecast	future years forecast	Total (ALL YEARS)
			2015-16 actual	2016-17 actual	Qtr 1 (Apr - Jun) Forecast	Qtr 2 (Jul - Sep) Forecast	Qtr 3 (Oct - Dec) Forecast	Qtr 4 (Jan - Mar) Forecast						
		#DIV/0!							£0					£0
		#DIV/0!							£0					£0
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Monthly Total	£0	#DIV/0!	£0	£0	£0	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

Funding Source	Amount of Funding	% of funding	2015-16	2016-17	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2017-18 Total	2018-19	2019-20	2020-21	future	Total (ALL YEARS)
Growth Deal Funding		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Growth Deal Funding LTP		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Local Funding Contribution:-		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Project Applicant		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
LCC		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total Investment	£0	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Please supply a TRANSACTION LIST to support expenditure above.

It is certified that:

- a) Qualifying Expenditure has been incurred in accordance with the expenditure profile;
- b) the project is being delivered and Project Outputs, Project Milestones and Project Outcomes being achieved within budget/delivery timescales of the project;
- c) the terms of the Grant Funding Agreement have been satisfied;
- d) only declared public funds have been used in relation to the project;
- e) there are no outstanding Cost Overrun other than one which falls below the threshold of a Material Alteration or one which has been notified to the Council via a Change request Form; and
- f) evidence accompanies the Claim.

Claim Form Certification (must be signed by Named Personnel as per the Funding Agreement)

Project Manager Signature	
PRINT NAME:	Date:
Project Monitoring Officer Signature (responsible finance officer as named in the GFA)	
PRINT NAME:	Date:-

CLAIM FORM VERSION DRAFT 0.3

Appendix D: Lancashire Growth Deal Claim – Part B (Progress Form)

**Lancashire Growth Deal Claim
PART B (PROGRESS REPORT)**

1. Project Name:	
2. Project Reference:	
3. Reporting Period (From – To):	

4. Financial Claims	Amount claimed to date	
	Amount claimed in this reporting period	
	Indication of claim for the next period	

5. Milestones			
Milestone Description	Target Contract Date	Planned Date	Achieved Date

6. Progress

Please refer to the Project Plan and confirm what activity has been delivered. Describe what activity will be undertaken in the next & future periods and detail plans to mitigate any delay to the programme/planned activity.

This period	
Next period	
Future periods	



7. Risks, Issues and Changes

7a. KEY RISKS

Please provide your **RISK REGISTER** with this claim – and detail below the current **key** risks for the project. (Indicate impact, probability and how the risk can be mitigated)

7b. EMERGING ISSUES

Please use this section to note any obstacles, issues or interruptions to the progress of your project, particularly in relation to assumptions and inputs as noted in your Logic Model.

7c. CHANGES REQUIRED

Detail any significant changes to the project and the effect upon project deliverables, programme and budget. e.g. relevant dates (detailed in section 6), spend, activity, funding, outputs, results. *(Note: these may or may not constitute "Material Alterations" requiring the consent of the Council under clause 5.*

8a. Outputs and Results Targets (as per GFA)

Metrics, Outputs & Outcomes	2015/16 Target	2016/17 Target	2017/18 Target	2018/19 Target	2019/20 Target	2020/21 Target	TOTAL All Years	Targets - Current Year				
								Q1	Q2	Q3	Q4	Total Year Target

8b. Outputs and Results – Actuals

Metrics, Outputs & Outcomes	2015/16 Actual	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Actual	TOTAL All Years	Actuals - Current Year				
								Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Total Year Actual

* Evidence for actuals reported this period to be submitted with this form.

8c. Output Evidence supplied - Re actuals reported this period.

9. Signature

Project Manager

Signed:..... Date :

Print Name:.....

Position:

Completed forms should be submitted to growthdeal@lancashire.gov.uk

Appendix E: Cities & Local Growth Unit – Growth Deal Metrics Definitions

Financial

LGF Outturn this Quarter	The total LGF funds transferred to the project delivery body from the LEP. For projects which utilise funding from different programmes, please state how much funding is attributable to each individual programme, where relevant. As an example, if X LEP commissions "Road Builders" to build a road, Outturn is how much X LEP has given to "Road Builders."
LGF Expenditure	This is the total funding spent by the project delivery body on the project this quarter for Local Growth Fund only.
Total non-LGF Expenditure	This is the total funding spent by the project delivery body on the project this quarter, excluding Local Growth Fund. Expenditure will include programme funds and any non LGF funds spent by the project delivery body e.g. the amount of non LGF money that road builders have spent in total on building the road.
Of which Public	Please enter the proportion of Public Sector non-LGF expenditure this quarter.
Of which Private	Please enter the proportion of Private Sector non-LGF expenditure this quarter.
Of which Third Sector	Please enter the proportion of Third Sector non-LGF expenditure this quarter.
Leveraged Funds	This is any additional private/public/third sector funding or wider investment that is spent in the area as a result of the LGF intervention.
Of which Public	Please enter the proportion of Public Sector leverage this quarter.

Of which Private	Please enter the proportion of Private Sector leverage this quarter.
Of which Third Sector	Please enter the proportion of Third Sector leverage this quarter.

Employment

Jobs Created/safeguarded	The total number of newly created and safeguarded permanent full-time equivalent jobs as a direct result of the intervention at predetermined employment sites. Employment sites include occupied newly developed commercial premises, the premises of supported enterprises, and any FE space directly improved or constructed by the intervention. Created and safeguarded jobs exclude those created solely to deliver the intervention (e.g. construction). A job is deemed as permanent if it lasts at least a year.
Apprenticeships	Number of apprenticeship positions created as a direct result of the intervention.

Housing

Housing Units Completed	<p>At the impact site, the number of completed housing units.</p> <p>Complete refers to physical completion of the individual unit, or, in the case of flats, on physical completion of the block.</p> <p>Housing unit refers to one discrete housing unit (e.g. house, flat, live/work), regardless of size.</p>
Number of new homes with new or	Number of homes with a new or improved fibre optic provision.

improved fibre optic provision	
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Transport

Length of Road Resurfaced This Period	Length of road for which maintenance works have been completed this quarter (km).
Length of Newly Built Road this period	Length of road for which works have been completed and now open for public use (this quarter) (km).
New Cycle Ways	Length of cycle way for which works have been completed and now open for public use (km).

Skills and Education

Area of new or improved learning/training floorspace (m2)	<p>The amount of "new build" training/learning floorspace constructed. Figures to be provided following completion.</p> <p>The amount of training/learning floorspace refurbished to improve building condition and/or fitness for purpose. For FE Colleges, this should be by estate grading. Figures to be provided following completion.</p>
Prior Estate Grade	Condition graded by surveyor – A, B, C, D

Post Completion Estate Grade	Condition graded by surveyor – A, B, C, D
Floorspace rationalisation (m2)	The amount of overall floorspace reduced following completion of the project through, for example, demolition or disposal. Figures to be provided following completion.
Number of New Learners Assisted (in courses leading to a full qualification)	The number of new learners assisted as a direct result of the intervention, in courses leading to a full qualification.
Specialist Capital Equipment	Type of new specialist equipment - Specialist equipment: Resources specific to a particular sector or industry, and which are required in connection with that sector or industry's production of goods and services. These resources will usually comprise specific mechanical devices, but may include bespoke software, or a combination. Includes resources used to produce goods and services, as well as training resources unique to the industry (e.g. simulators). Does NOT include general equipment, IT infrastructure or resources used for several curriculum areas.
Other Capital Equipment	Non-specialist capital equipment (see above).

Commercial

Commercial Floor Space Completed	At the impact site, the area and class of commercial floor space completed. 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 (sqm).
Commercial Floor Space Refurbished	At the impact site, the area and class of refurbished commercial floor space. Floor areas should be measured in accordance with the RICS Code of measuring practice (6th edition) 2007 (sqm).
Commercial Floor Space Occupied	At the impact site, the area and class of commercial floor space constructed/refurbished that is currently occupied by commercial tenants this quarter (sqm).
Commercial Broadband Access	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 (this quarter) (sqm).

Flood Risk Prevention

Area of Land with reduced likelihood of flooding as a result of the project (m2)	Area of land with a reduced likelihood of flooding as a result of the project (m2) this quarter
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Reduced Flood Risk Homes This Period	Number of homes with a reduced likelihood of flooding as a result of the project this period
Reduced Flood Risk Commercial This Period	Number of commercial units with a reduced likelihood of flooding as a result of the project this period

Business and Enterprise

Number of enterprises receiving grant support	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.
No Number of enterprises receiving financial support other than grants	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.

Number of enterprises receiving non financial support	Number of SMEs receiving support (inc. 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 minimum of £1,000, calculated at Gross Grant Equivalent (see ERDF guidance) or a minimum of 2 days of consulting advice
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Appendix F: Evaluation Contract Delivery Schedule – As at Nov 17

	Project No.	Name of Project	Commenced Evaluation	Completed Evaluation	
				1 st Process & Follow up Progress Reviews & Emerging Benefits	Benefits/Outcomes/ Impact
1	GF01-22-CDT	A6 Broughton Bypass	Apr-16	December 2016 July 2018	March 2019
2	GF01-37-S	Advanced Manufacturing Capital for Skills Development & Employer Engagement	Apr-16	December 2016 April/May 2017	March 2018 (final project evaluation)
3	GF01-10	AMuseum (formerly BHVA)	TBC	TBC	TBC
4	GF01-03 (T)	Blackburn-Bolton Rail Corridor	Apr-16	December 2016 March 2018	March 2019
5	GF01-02	Blackburn Town Centre Improvements	TBC	TBC	TBC
6	GF01-13-S	Blackpool & the Fylde College - Lancashire Energy HQ	Apr-16	December 2016 March 2018	March 2019
7	GF01-15-S	Blackpool & the Fylde College, Nautical College – Maritime Engineering Facility	Apr-16	December 2016 June 2017	March 2018 (final project evaluation)

8	GF01-14-S	Blackpool and the Fylde College M&E Bispham Campus	Apr-16	December 2016 June 2017 March 2018	March 2019
9	GF01-08 (T)	Blackpool Bridges	Apr-16	April/May 2017 March 2018	March 2019
10	GF01-09 (T)	Blackpool Integrated Traffic Management	Jan-17	April 2017 March 2018	March 2019
11	GF01-21	Blackpool Town Centre Quality Corridors	Oct-16	April 2017 July 2018 March 2019	December 2019/ March 2020
12	GF02-24	Blackpool Tramway Extension	Mar-18	July 2018 March 2019	December 2019/ March 2020
13	GF02-28	Burnley Vision Park	Nov-16	April/May 2017 March 2018	March 2019
14	GF01-40	Café Northcote @ Cathedral Quarter	Apr-16	December 2016	March 2018 (final project evaluation)
15	GF01-04 (T)	Centenary Way Viaduct Maintenance	Apr-16	September 2016 March 2018	March 2019
16	GF01-23 (T)	Darwen East Development Corridor	Mar- 18	July 2018 March 2019	December 2019/ March 2020

17	GF01-07 (T)	East Lancashire Strategic Cycle Network	Apr-16	December 2016 June 2017 July 2018	March 2019
18	GF01-35-S	Edge Hill University Innovation Technology Hub	Apr -16	December 2016 April 2017	March 2018 (final project evaluation)
19	GF01-32S	Energy Simulator Suite (equipment) for Lancashire Energy HQ	Apr-16	March 2018	March 2019
20	GF02-29	Engineering & Innovation Centre - UCLan	Jul-16	April/May 2017 July 2018	March 2019
21	GF01-16-S	Fleetwood Fire Training Centre Phase 2	Apr-16	December 2016 April/May 2016 March 2018	March 2019
22	GF01-01 (T)	Hyndburn-Burnley-Pendle Growth Corridor	Apr-16	February 2017 March 2018	March 2019
23	GF01-36-S	LAL College to move to newly renovated facilities at Brierfield Mill	Nov-16	April/May 2017 March 2018	March 2019
24	GF01-31-S	Lancashire Centre for Excellence for Digital Technology and Innovation	Nov-16	April/May 2017	March 2018 (final project evaluation)

25	GF01-34S	Lancaster Campus Teaching Hub (Health and Social Care), Cumbria	Aug-16	December 2016 April/May 2017	March 2018 (final project evaluation)
26	GF01-11	Lancaster Health Innovation Campus	Dec-16	April/May 2017 March 2018 March 2019	December 2019/ March 2020
27	Gf01-06(t)	M55 to St Annes Link Road	TBC	TBC	TBC
28	GF02-30	Making Rooms - Lancashire's First Fab Lab	Sep-16	February 2017 March 2018 July 2018	March 2019
29	GF01-33S	Mechanical & Electrical Replacements, South & Montreal Buildings	Oct-16	December 2016 April/May 2017	March 2018 (final project evaluation)
30	GF01-17-S	Myerscough College - Farm, Innovation Technology Centre	April-16	December 2016 May 2017	March 2018 (final project evaluation)
31	GF01-19-S	Nelson & Colne College - Advanced Engineering & Manufacturing Innovation Centre	Apr-16	December 2016 April/May 2017	March 2018 (final project evaluation)
32	GF01-05-CD	Preston City Centre Improvements	Apr-17	July 2018	March 2019

33	GF01-20-CD	Preston Western Distributor	TBC	TBC	TBC
34	GF02-26	Rawtenstall Redevelopment Zone - Spinning point	Mar-17	March 2018	March 2019
35	GF02-27	Northlight (formerly Redevelopment of Brierfield Mill)	Mar-17	March 2018	March 2019
36	GF01-12-S	Runshaw College - Science & Engineering	Apr-16	December 2016 April/May 2017	March 2018 (final project evaluation)
37	GF01-38-S	Runshaw College - IT Infrastructure Project	Apr-16	December 2016 April/May 2017	March 2018 (final project evaluation)
38	GF02-25	Shady Lane (formerly M6 J28 Improvements & Business Growth Centre)	TBC	TBC	TBC
39	GF01-18-S	Training 2000 - Additional Engineering Training Capability	Apr-16	December 2016 April/May 2017	March 2018 (final project evaluation)