



UK Government



GMCA GREATER
MANCHESTER
COMBINED
AUTHORITY

Terms of Reference for the Greater Manchester UK Shared Prosperity Fund (UKSPF) Local Partnership Board

Introduction

The Terms of Reference for the Greater Manchester UK Shared Prosperity Fund (UKSPF) Local Partnership Board is described in the following sections:

- A. Overview and governance context
- B. Functions
- C. Operating practice
- D. Operating protocols
- E. Membership
- F. Conflicts of Interest

A. Overview and governance context

1. UKSPF is a domestic fund replacing EU structural funding such as ERDF and ESF.
2. Working to a UK-wide framework published by the UK government, local partners will influence the Fund through development and delivery of an investment plan for each lead authority – in this case Greater Manchester.
3. The Fund will operate UK-wide and use the financial assistance powers in the UK Internal Market Act 2020 to deliver funding to places across the UK.

4. Throughout the UK, access to local insight and expertise is essential for each place to identify and address need and opportunity, and respond with the right solutions for each place. Comprehensive and balanced local partnerships will be a core component of how the Fund is administered locally.
5. National UKSPF guidance sets out that lead authorities such as Greater Manchester should work with local partners via a Local Partnership Board, this will be alongside a GM MP Engagement Group.
6. Within Greater Manchester, GMCA is re-purposing the GM ESIF Sub-Committee to initially fulfil the role of a GM Local Partnership Board, and the role of the Board and membership may change over time.
7. The GM UKSPF Governance model is set out below. This is fully compliant with national guidance and looks to replicate the successful model of appraisal, decision making and ratification previously used for local decisions on EU funding.

8. GM UKSPF Governance Model: Decision

The GM Partnership Board will include relevant GMCA Portfolio Leaders alongside representatives from the private, civic, voluntary and academic sectors as well as from lead Government departments.

The Board will support GMCA in the development of the GM UKSPF Investment Plan, recommend it for approval to GMCA prior to submission and will support GMCA on:

- i. GM's UKSPF routes to market including open calls, allocations, mini-competitions;
- ii. Suitability of calls, proposals/applications in terms of strategic fit, Value for Money (VfM) and deliverability;

And

- iii. Will offer advice on the management and performance of the UKSPF in Greater Manchester;
- iv. The Partnership Board's recommendations will require the approval of GMCA as the UKSFP Lead Authority for Greater Manchester.

9. GM UKSPF Governance Model: Appraisal

The GMCA UKSPF Officer Team is responsible for:

- i. Drafting calls;

ii. Technical appraisal of project proposals / applications in terms of strategic fit, value for money and deliverability;

iii. Performance and contract management in accordance with the GM UKSPF Investment Plan.

The GM Chief Executives Investment Group UKSPF Appraisal Sub-Group is responsible for:

i. Appraising GM UKSPF calls, proposals / applications and performance for accountable body risk.

B. Functions of GM UKSPF Local Partnership Board

10. The Board will support GMCA as Lead Authority in the development of the GM UKSPF Investment Plan.

11. GMCA will seek the views of the Board, prior to submission of the GM UKSPF Investment Plan.

12. Following Government approval of the GM UKSPF Investment Plan, the Board will be asked to make recommendations on the strategic fit and deliverability of calls, proposals and applications as relevant. These recommendations will require the approval of GMCA as the UKSPF Lead Authority for Greater Manchester.

13. The Board will be asked to offer advice on the management and performance of the Fund in Greater Manchester.

C. Operating practice of the GM UKSPF Local Partnership Board

14. The Board will be chaired by the GMCA Portfolio Leader for Investment.

15. The Board will meet quarterly in person, with any urgent items agreed by written procedure if supported by the Chair.

16. The recommendations of the Board shall be made by consensus, although the minutes will record any members that do not agree with the recommendations.

D. Operating protocols of the GM UKSPF Local Partnership Board

17. Members will be asked to declare conflicts of interest (Section F) and to abide by the Nolan Principles.

18. Membership of the Board is set out in section E. Members are requested not to send substitutes without the prior agreement of the Chair.

19. Where members leave, they may nominate a successor subject to the agreement of the Chair.
20. The Board will be supported by the GMCA UKSPF Officer Team providing reports such as appraisals to the Board as well as regular (six monthly) performance reports.
21. The secretariat function will be provided by GMCA's Democratic Services Team.
22. The meetings are private, but decisions of the Board will be made public to ensure transparency on investment decisions.
23. Minutes of Board meetings will be subject to FOIA.
24. The Board shall review its membership and terms of reference on an annual basis.

E. Membership

25. The proposed membership of the GM UKSPF Partnership Board has evolved from the GM ESIF Sub-Committee to initially fulfil the role of a GM Local Partnership Board, and the role of the Board and membership may change over time.

Member	Link to and role on other GM Governance
(CHAIR) GMCA Portfolio Leader – Resources and Investment GMCA Portfolio Leader – Economy, Business and International GMCA Portfolio Leader – Education, Skills, Work, Apprenticeships and Digital GMCA Portfolio Leader – Green City Region and Waste GMCA Portfolio Leader – Equalities, Inclusion and Cohesion	GM ESIF Sub-Committee/ GMCA
GM LEP	LEP
GM Chamber of Commerce	GM ESIF Sub-Committee
GM Colleges Group ILPN	ESAP
GMCA UKSPF Team	N/A
BEIS/CLGU/Levelling Up	GM ESIF Sub-Committee
VCSE Leadership Group	GM ESIF Sub-Committee
Manchester Metropolitan University University of Salford	GM ESIF Sub-Committee
DWP	GM ESIF Sub-Committee
GM Natural Capital Group	GM ESIF Sub-Committee

GM Health and Social Care Partnership	GM Health and Social Care Partnership
GM Police	Nominee PCC Office

F. Managing Conflicts of Interest

27. All members will be required to declare any financial or non-financial interests in any agenda items, at the start of the meeting. This should include any personal interest, or interest of a family member/close friend which if later scrutinised could be regarded as impairing unbiased decision making. Any interests declared will be recorded in the minutes of the meeting. For any direct financial interest, the member must withdraw from the meeting while the relevant item is being discussed. For any indirect financial, or any non-financial, interest the member should declare the interest and only take part in the debate as agreed by the Chair.