

Appendix 1: 2014-20 FINANCIAL DELEGATIONS for ERDF

SUB DELEGATION OF FINANCIAL AUTHORITY FOR LONDON EUROPEAN REGIONAL DEVELOPMENT FUND (ERDF) PROGRAMME 2014-2020

1. The GLA has been designated as an Intermediate Body under Article 123 of EC Regulation 1303/2013 to carry out some 'Managing Authority' functions on behalf of the Ministry for Housing, Communities and Local Government (MHCLG) for European Regional Development Funds (ERDF).
2. The England ERDF Operational Programme designates the Greater London Authority (GLA) as an Intermediate Body for London.
3. Responsibility for managing the ERDF programme in London at the GLA rests with the European Programmes Management Unit (EPMU).
4. EPMU must ensure that projects are approved for funding and that contracts are entered into only where they are eligible for ERDF and have been subject to rigorous appraisal. Where claims for payment are submitted – on the Managing Authorities' web-based IT system [known as E-Claims] – EPMU must ensure that all expenditure defrayed is eligible and that conditions attached to the grant have been fulfilled.
5. Table 1 lists the officers and functions in EPMU which are covered by this delegation; it also identifies the relevant E-Claims user roles for each function. EPMU officers are authorised to carry out specified financial transactions up to the limits shown. They must observe at all times the principles and procedures set out by the Managing Authority.
6. The powers set out in the table may not be sub-delegated. Transactions must not be split in order to bypass delegation limits.
7. There is no authority for write-off. All write-offs need to be discussed with and approved by the Managing Authority.
8. Where an offer of ERDF is made to the GLA as final beneficiary, the offer of grant must be accepted by the relevant GLA team's Executive Director.
9. Where EPMU applies for 'technical assistance' from ERDF programme to support its running costs, the initial application will be assessed by colleagues outside EPMU.
10. A copy of this delegation is provided to each officer occupying the posts listed below. The sums refer to ERDF only, not the total project size.

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| Role: | Appraise application | Funding Agreement (project approval) | Funding Agreement variation | Payment Certification | Payment Authorisation | Irregularities |
|----------------------------------------------------|-----------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------|
| | | Approval (including signing of hard copy) | E-Claims¹ Role: Grant Approver (contract variation) | E-Claims Role: Claim Approver/ Certifier | E-Claims Role: Claim Authoriser | E-Claims Role: Irregularity Editor/ Reviewer |
| Mayor of London | - | Any application deemed novel, contentious or repercussive by the Intermediate Body | - | - | - | - |
| Chief Officer | - | Unlimited unless novel, contentious or repercussive | - | Yes | Unlimited | - |
| Executive Director, Resources | - | Unlimited unless novel, contentious or repercussive | - | Yes | Unlimited | - |
| Assistant Director, Finance and Governance | - | Up to £5,000,000 | - | - | Up to £5,000,000 | - |
| Assistant Director, Brexit and European Programmes | Yes | Up to £1,500,000 | In line with Managing Authority (MA) guidance | Yes | Up to £1,500,000 | |
| Senior Programme Manager² | Yes | - | In line with MA guidance | Yes | Up to £250,000 Recommendation to raise to £300,000 | Yes |
| Programme Manager³ | Yes | - | In line with MA guidance | Yes | Up to £100,000 Recommendation to raise to £200,000 | Yes |
| Programme Officer ⁴ | Yes | - | In line with MA guidance | Yes | Up to £100,000 | Yes |
| Programme Support Officer | - | - | - | - | - | |

¹ 'E-Claims' is the national IT system for managing ERDF programmes in England.

² Appropriate separations will be put in place between officers to ensure that there is the necessary separation of functions required by Regulation (EU) No 1303/2013.

³ Appropriate separations will be put in place between officers to ensure that there is the necessary separation of functions required by Regulation (EU) No 1303/2013.

⁴ Appropriate separations will be put in place between officers to ensure that there is the necessary separation of functions required by Regulation (EU) No 1303/2013.