



Paper Number EB 11.3

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Meeting & Date:	Midlands Engine Executive Board 22nd November 2018		
Subject:	Governance		
Attachments:	Accountable Body Report		
Author:	Accountable Body	Total no of sheets: (inc cover sheet)	3

Papers are provided for:	Approval	Discussion <input checked="" type="checkbox"/>	Information
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Summary & Recommendation:
Summary This report sets out on behalf of the Accountable Body of the Midlands Engine: <ul style="list-style-type: none">• Financial summary• Staffing position
Recommendation To note summary and actions required, including: <ol style="list-style-type: none">1. The ongoing action in train to pursue the shortfall in local partner match funding contributions



Financial Summary

The table below sets out the financial summary to 13th November 2018.

Midlands Engine - Summary of Income and Expenditure @ 13th November 2018

Expenditure	Actual spend 16-17	Actual spend 17-18	Actual spend 18-19	Total Project Spend P6 (Sept 18)
Staff (Inc support costs)	104,012	308,068	243,143	655,223
Travel & subsistence	7,101	16,280	21,799	45,181
Publication, marketing & events	136,167	278,326	38,319	452,812
Consultancy Services	11,350	343,486	153,073	507,909
IT	5,194	27,647	1,930	34,770
Other Fees / services	7,598	205,164	182,268	395,030
Total Programme Expenditure	271,422	1,178,970	640,532	2,090,924

Income	Actual Income 16-17	Actual Income 17-18	Actual Income 18-19	Total Project Income
Central Government	-974,372	-1,212,500		-2,186,872
LEP	-180,000	-100,000	-40,000	-320,000
Local Authority	-320,000	-80,000	-220,000	-620,000
Other	-30,000			-30,000
Total Programme Income	-1,504,372	-1,392,500	-260,000	-3,156,872

Total Income received	-3,156,872
Total Expenditure to 13.11.18	2,090,924
Funds available @ 13.11.18	-1,065,948

Work is underway with the Midlands Engine Programme Director to confirm a forecast budget for the remainder of the year, based upon programmed Midlands Engine activity.

As reported to the last Executive Board, we continue to raise a clear concern that local partner core funding contributions are not yet fully complete. These are a requirement of Government funding. We will continue to work through the Programme Director to escalate this with Chief Executives of each contributing authority whose payment has not yet been received.

Grant letters for the Mental Health programme (£7 million) and ESOL programme (£1million) have now also been received. The tender process for the ESOL programme has been completed and the contracts issued.



Staffing position

The table below sets out the current position on recruitment of staff for the Midlands Engine Secretariat. Based upon the structures and budgets agreed previously by Executive Board, following recent recruitment processes, eight posts are currently filled.

- **Communications and Marketing Director** - following the resignation of the previous post holder, the Programme Director has appointed a consultant on an interim basis.
- **Innovation Officer** – remains vacant.

Role	Current situation
Programme Director	In post
Communications Consultant	(Consultant) in post
Private Secretary to the Chair	Vacant
Senior Executive Officer	In post
Executive Officer x 2	Innovation Officer- currently vacant. Will be advertised. 2 nd role filled (Trade & Investment) for short term pending Internationalisation Strategy. Contract extended by further 6 months.
Communications and Marketing Officer	In post
Business Support	In post
Exec Assistant to Senior Team	In post
Programme Development Manager	In post as at 12 th September
<i>Accountable Body</i>	<i>In roles</i>

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