# **AGENDA ITEM NO. 6.**

## **NUNEATON TOWN DEAL BOARD**

**Date:** 14<sup>th</sup> May 2021

**From:** Director – Regeneration, Economy & Assets

**Subject:** Town Deal Assurance Panel

#### 1. Purpose of Report

1.1 To provide Board with further information in relation to the requirement for a Town Deal Assurance Panel.

#### 2. Recommendations

2.1 That Board identify the membership of the Town Deal Assurance Panel.

# 3. Background Information

- 3.1 The Town Investment Plan (TIP), was successfully submitted in December 2020, with the notification of our success in securing a Town Deal totalling £23.2m being announced on 3<sup>rd</sup> March 2021.
- 3.2 There were specific requirements in relation to the content of the TIP, with the Governance and local assurance processes being just two of those requirements. The final TIP was approved by Board in December 2020 and a further report regarding the business case assurance process was presented to Board on 15<sup>th</sup> March 2021.

#### 4. Town Deal Assurance Panel

- 4.1 Section 7 of the TIP deals with the business case development and assurance process. It identifies that the establishment of an Assurance Panel is necessary to provide independence and support and the robustness and transparency of approach.
- 4.2 The Panel should comprise of a minimum of 3 Board Members and a maximum of 4 Board Members, who have no previous involvement in the identification and formulation of the projects. External training will be provided to the Panel members, to ensure they have sufficient knowledge of the 5 Case Model and Her Majesty's Treasury (HMT) Green Book requirements, to undertake robust scrutiny of the business cases. The members of the Panel must be identified, trained and in place by no later than 30<sup>th</sup> June 2021.

#### 5. Business Case Assurance Process

5.1 The Business Case Assurance Process, as submitted via the TIP is;

# Stage 1

The NTDAP will review the business case, scrutinising its alignment with the requirements of the Five Case Model, Nuneaton TIP and Towns Fund Guidance.

Stage 2

Subject to agreement by the NTDAP, an independent appraisal of the business case will be undertaken by the CW LEP to ensure that it is compliant with HM Treasury's Green Book requirements.

Stage 3

The NTDAP will present their recommendations to the Board for approval.

Stage 2a

Where agreement is not given by the NTDAP, the Project Sponsor will review the comments with the external consultant and amend as necessary. Upon completion, the Business Case will be submitted as per Stage 2.

Stage 4

Upon approval by the Board, these will be reviewed by the Council as the Accountable Body. Subject to sign off by the \$151 Officer, a Town Deal Summary Document will be produced and submitted to the Towns Hub. The Document will;

- identify the list of approved projects, including their Benefit Cost Ratios;
- confirm the Business Case Assurance process undertaken for each project;
- provide an update in relation to the actions taken regarding the Heads of Terms key conditions and requirements;
- provide a delivery plan for each project, including details of the project team, roles and responsibilities and agreements with stakeholders;
- present a Monitoring and Evaluation Plan;
- confirm the funding arrangements and financial profiles for each project;
- confirm approval of planning applications (where appropriate); and
- provide letters of approval from the Town Deal Board and Lead Council.



Stage 5

Projects will commence once final contracts have been approved by the Accountable Body.

- This process identifies that following sign off by the Panel, an independent appraisal will be undertaken by the Coventry and Warwickshire Local Enterprise Partnership (CWLEP), to confirm its robustness and compliance with HMT Green Book requirements.
- 5.3 Once approved by CWELP, the business case will be reviewed by Nuneaton and Bedworth Borough Council (NBBC) as the Accountable Body and signed off by the Council's Section 151 Officer.
- 5.4 Upon completion of this process, the project will be reported to Board and approval for submission to MHCLG will be sought. Once received, a Town Deal Summary Document will be produced and submitted to the Towns Hub, from where a final contract for the project should be issued by MHCLG.

# 6. Conclusion

6.1 The Assurance process has been formulated in light of the Towns Fund requirements and previously approved by Board. This process is necessary to demonstrate transparency and robustness of approach in regards to the delivery of the Towns Fund programme.