

## **AGENDA ITEM NO. 5.**

### **NUNEATON TOWN DEAL BOARD**

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

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

**Subject:** Programme Update

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#### **1. Purpose of Report**

1.1 To provide Board with an update in relation to the progress of the programme to date.

#### **2. Recommendations**

2.1 That Board note the report.

#### **3. Background Information**

3.1 On 3<sup>rd</sup> March 2021, it was announced that Nuneaton had been successful in securing a Town Deal, with an award of £23.2m. This reflects the removal of £1m for the Flood Alleviation project, which secured funding via the Future High Streets Fund.

3.2 Following the announcement, work was progressed in order to identify key milestones and actions to ensure the successful delivery of the Programme, within the timeframes specified by the Towns Fund initiative.

#### **4. Funding / Cash Flow**

4.1 At its meeting of 15<sup>th</sup> March 2021, Board were advised that further clarification had been sought in relation to the funding split against each project. This was because the 'Funding Limit' identified by the Ministry for Housing, Communities and Local Government (MHCLG) within the Heads of Terms document did not exactly correlate with the funding bid for each project. Some projects had a funding limit above the level requested within the Town Investment Plan (TIP), whilst others had a lower figure.

4.2 The deadline for submission of the Heads of Terms to MHCLG was 24<sup>th</sup> March 2021. Clarification was received prior to this date, with confirmation that this was a rounding issue and that all projects had been awarded the figure identified within the TIP. Following receipt of the clarification, the Heads of Terms were duly submitted to MHCLG on time.

4.3 By 24<sup>th</sup> May 2021, the confirmation of projects must be submitted to MHCLG. Along with this, an updated financial profile identifying the funding drawdown amounts within each year of the project must also be submitted. This is undergoing final checks with Project Leads prior to submission.

#### **5. Project Management Groups**

5.1 Leads have now been identified across all projects. Project meetings have commenced with the initial actions, such as cash flow projections and monitoring and evaluation updates prepared ready for the 24<sup>th</sup> May submission date.

5.2 Compilation of business cases has commenced across a number of projects. However, there are projects that are more complex with additional work required in order to complete a full business case. Across all projects, the necessary actions have all been commenced.

## 6. Next Steps

6.1 Monitoring and Evaluation Guidance has now been issued and has been aligned with the Future High Streets Fund to streamline processes and to avoid duplication where towns are running both Towns Fund and Future High Streets Fund initiatives, as is the case for Nuneaton. This process will involve reporting mechanisms back to MHCLG in relation to the following;

ToC Level	What you are required to report on:	When
Level 1 Inputs & Activities	<ul style="list-style-type: none"> <li>The amount spent directly on project delivery (either local authority or implementation partners)</li> <li>The amount of co-funding spent on project delivery (private and public)</li> <li>The amount of co-funding committed (private and public)</li> <li>The percentage of projects starting on time according to contract</li> </ul>	Semi-annually through the monitoring form
Level 2 Outputs	<ul style="list-style-type: none"> <li>The number of temporary full-time jobs supported during project implementation</li> <li>The number of projects successfully completed</li> <li>The percentage of projects completed within budget</li> <li>The percentage of projects completed on time</li> </ul>	Semi-annually through the monitoring form
	<ul style="list-style-type: none"> <li>The number of staff in the regeneration team at the local authority</li> <li>The amount budgeted for economic development teams and functions</li> <li>Project specific output indicators (see 5.6 and 5.7 below)</li> </ul>	Annually through the monitoring form
Level 3 Intermediate outcomes	<p>Self-assessment on (Town Deals only):</p> <ul style="list-style-type: none"> <li>Leadership and Vision</li> <li>Delivery capacity and capability</li> <li>Financial viability and ability to attract investment</li> <li>Accountability, collaboration, and responsive governance.</li> </ul> <p><i>Please note that the collection of qualitative data is for learning purposes only and will not be used for performance management.</i></p>	Annually through the monitoring form
Level 4 Outcomes	<ul style="list-style-type: none"> <li>The number of full-time equivalent (FTE) permanent jobs <b>created</b> through the projects</li> <li>The number of full-time equivalent (FTE) permanent jobs <b>safeguarded</b> through the projects</li> <li>Year on Year monthly percentage change in footfall (mandatory for Future High Streets Fund places)</li> </ul>	Annually through the monitoring form

6.2 As identified at Level 2 within the above table, reporting will also be required against the project specific indicators that were submitted as part of the TIP. Currently, work is being undertaken to finalise the indicators for submission back to MHCLG.

- 6.3 Level 3 identified within the above table identifies the need for self-assessment. It is anticipated that further clarification / guidance in relation to this requirement will be received in due course.
- 6.4 In addition to the indicators set out in the above table, there is also a requirement to provide semi annual updates for progress tracking, management of expectations and to highlight any needs for intervention. The following table sets out these additional requirements;

What you are required to provide updates on:	When
<ul style="list-style-type: none"> <li>• <b>Project Expenditure:</b> Expenditure on project activities by local authorities or, in the case where a partner is implementing the project, their expenditure on project activities to date. This will also include forecasted spend.</li> <li>• <b>Project Progress:</b> A brief narrative to explain the below progress you are reporting on.</li> <li>• <b>Project Changes:</b> Any material changes to project designs or plans should be disclosed and described, including any timing delays.</li> <li>• <b>Risks:</b> Updates should be made to the project risk schedule using a RAG rating, as well as an explanation of the risks and required mitigation steps. The RAG rating will be used to flag any issues that require action or amendments. This will also allow changes in risk to be tracked over time.</li> </ul>	Semi-annually through the monitoring form
<ul style="list-style-type: none"> <li>• <b>Feedback on local engagements and how your overall investment strategy is progressing.</b> Questions to aid the qualitative feedback will be provided in the monitoring forms.</li> </ul>	Annually through the monitoring form

- 6.5 The format of a Programme Report pro forma is currently being finalized and will be used to provide feedback to the Board, detailing progress against key milestones, financial management and risk.

## 7. Conclusions

- 7.1 There remain a number of actions ongoing in order to establish the correct proformas, reporting mechanisms and management arrangements as we navigate our approach against the known and emerging requirements. That being said, all organisations involved in the project delivery have quickly established sound, cooperative and collaborative relationships that will ensure the successful delivery of the Programme.