

**NUNEATON TOWN DEAL BOARD**

**Date:** 15<sup>th</sup> March 2021  
**From:** Director – Regeneration and Housing  
**Subject:** Governance Arrangements

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**1. Purpose of Report**

1.1 To provide Board with information on the proposed governance arrangements, as included within the Town Investment Plan (TIP).

**2. Recommendations**

2.1 That Board note the contents of the report.

**3. Background Information**

3.1 The TIP, which was submitted on 11<sup>th</sup> December 2020, contained certain information which was a pre-requisite to comply with the guidance and requirements of the Ministry for Housing, Communities and Local Government (MHCLG).

3.2 Sections 7 and 8 in particular, discussed the governance arrangements as they relate to the business case development and assurance process, as well as the overall project management and delivery of the Town Deal Programme.

**4. Business Case Assurance**

4.1 Section 7 of the TIP deals with the business case development and assurance process. In the first instance, Project Teams will be established for each project included within the confirmed list of projects, to be submitted to MHCLG no later than 24<sup>th</sup> May 2021. Each Project Lead, with the support of external consultants, will be responsible for the development and completion of their business case.

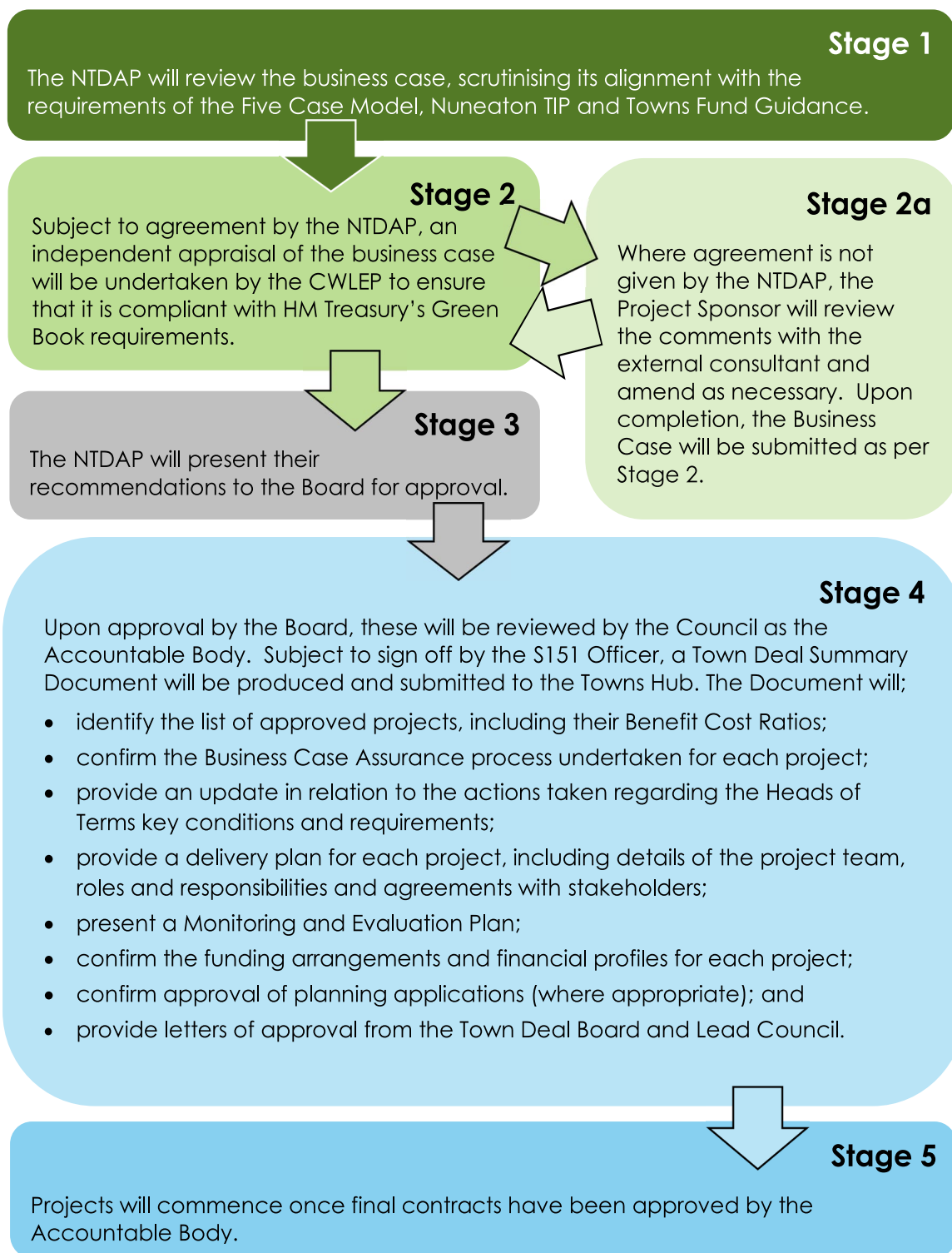
4.2 Progress regarding the business case will be monitored by the Programme Team, with support and capacity identified as necessary. Upon completion of the business case, it will be scrutinised by the Nuneaton Town Deal Assessment Panel (NTDAP).

4.3 The NTDAP will comprise of a minimum of 3 Board Members, who have no previous involvement in the identification and formulation of the projects. External training will be provided to the NTDAP 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 NTDAP must be identified and in place by no later than 30<sup>th</sup> June 2021.

4.3 Subject to a positive assessment from the NTDAP, 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.

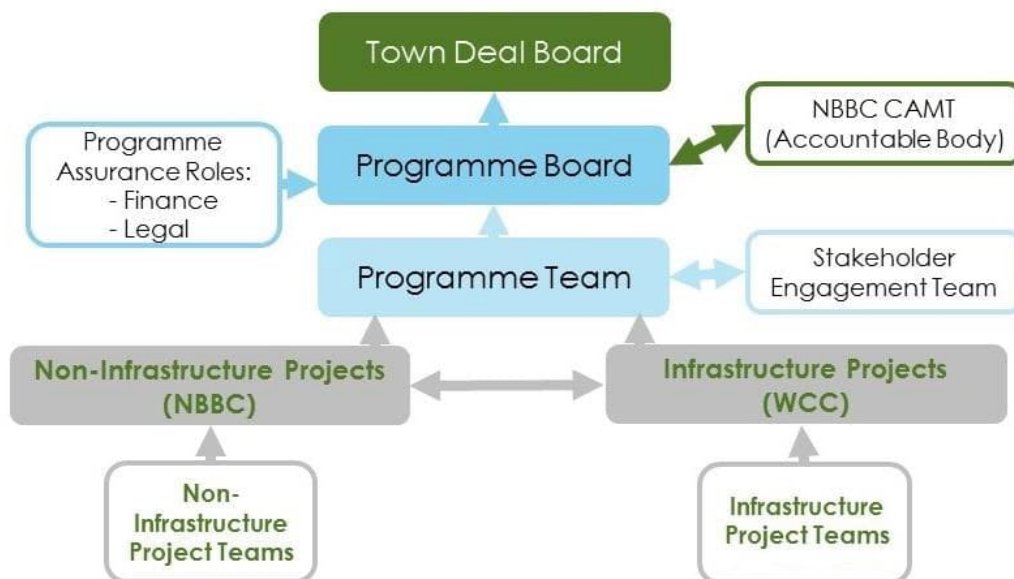
4.4 Once approved by CWLEP, the business case will be reviewed by Nuneaton and Bedworth Borough Council (NBBC) as the Accountable Body and signed off by the Council's Section 151 Officer. The following diagram identifies the process in full;



## 5. Programme Management

5.1 As contained within the TIP, the NBBC has the overall responsibility for the delivery of the Programme, as the Accountable Body. In line with the Towns Fund Guidance, the Board will oversee each step of agreeing a Town Deal and oversee compliance with the Heads of Terms Agreement with Government.

5.2 The following Governance structure has been proposed within the TIP;



5.3 Infrastructure projects relate to the transport proposals, whilst the non-infrastructure projects relate to all others. All Project Teams will meet at least on a monthly basis and report into the Programme Team (PT). The PT will ensure that the projects are on track and in budget and will review all operational matters. The PT will report in to the Programme Board.

5.4 To ensure the alignment of all town centre activity, the remit of the existing TNP Programme Board was expanded to include the FHSF. Given the complementary nature of all these programmes, this Programme Board will also incorporate the Nuneaton Town Deal and meet on a bi-monthly basis.

5.5 The Programme Board has responsibility:

- to maintain a strategic overview, aligning activity between projects;
- to allocate and coordinate partners and stakeholder resources; and
- to deliver the programme on time and to budget.

This Board comprises senior leadership officers from WCC, NBBC and CWLEP.

5.6 As the Accountable Body, NBBC's Corporate Asset Management Team (CAMT) will receive bi-monthly reports, to consider progress, capacity and risks. Any concerns will be fed into the Programme Board.

5.7 On a bi-monthly basis, the Board will receive a Programme monitoring report, detailing progress, capacity and risks. Any concerns will be fed back to the Programme Board.