

Dewsbury Town Deal Board

2nd September 2021

Item 6: Project Confirmation and Business Cases

1. Introduction

Following on from the last Board meeting – 5th August 2021 there was a resolution relating to the next stages of project development. This paper updates Members on these key resolution's:

- That the Town Board give authority to the Town Board Chair to continue to work with council officers on the Project Confirmation process and to sign off the documents once the processes are completed.
- Note the process of project assurance being proposed by the accountable body.
- Note the intention to appoint a preferred consultant for the delivery of Stage 2 Business Case Development.
- The process for considering business cases be considered at the next meeting of the Board

2. Update on Project Confirmation and Appointment of Consultants

Officers can report that the Project confirmation documents were submitted on time and were signed by the Council's section 151 officer and the Town Deal Board Chair – Keith Ramsey – in accordance with discussions at the last meeting.

The documents which included general project description and financial profiles for all 9 projects will be made available to board members.

Officers can confirm that Avison Young (AY) have been appointed by the Council to undertake detailed business case work. AY have already made contact with project leads.

3. Business Case Assurance Process

Now that the Dewsbury Town Investment Plan has been agreed by Government the Council must agree business cases within a 12 month period. For Dewsbury this means completing all 9 by June 2022

The Guidance and the Board Terms of reference at section 4.1 which sets out the role of the Council as Accountable body. In terms of project delivery the following points are key:

- Developing agreed projects in detail and undertaking any necessary feasibility studies
- Undertaking any required Environmental Impact Assessments or Public Sector Equalities Duties
- Developing detailed business cases for priority projects within the Towns Investment Plan
- Developing a suitable Green Book compliant Assurance Framework to manage the appraisal and approval of detailed business cases

Given the number, diversity and the timeframes set the Council will be agreeing through Cabinet a bespoke process to do this. It is intended to take a report to Cabinet to agree

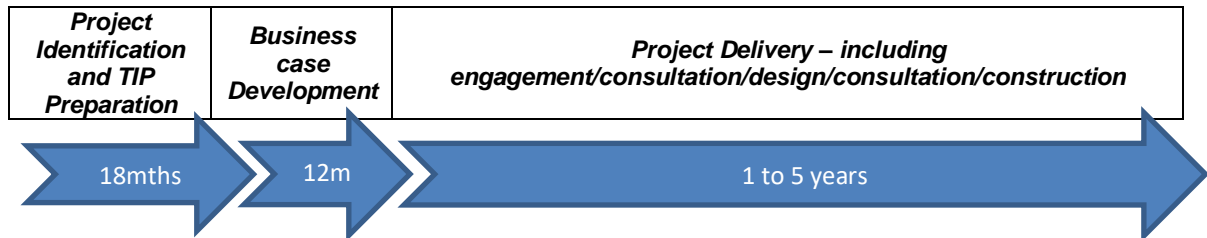
the overall process on 21st September 2021. The process however needs to be efficient and effective because of the reasons set out above.

Key points about Project Business Cases

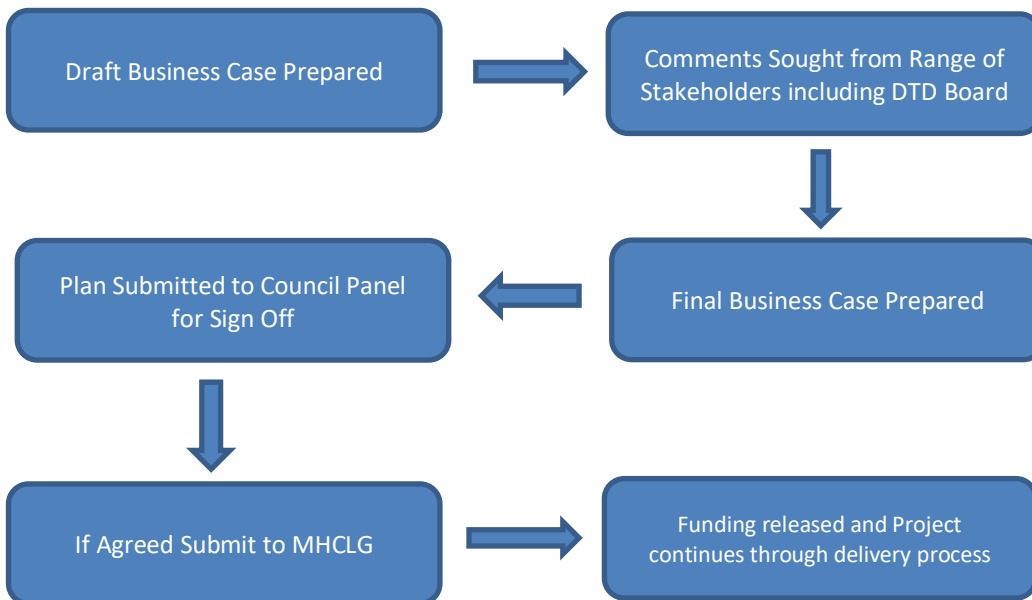
- Business cases are one step in the project development process – see diagram below
- Business cases are expected to follow the government’s five case model. This means developing: Strategic Economic; Commercial; Financial and the Management Cases
- Business cases will be submitted throughout the year and will unlock project funding
- The level of detail in business cases will vary depending on project complexity – the Council will use the proportionality guidelines issued by MHCLG
- The attached forms show the general format for submission

Timeline for Project Delivery

Whilst there is overlap the diagram below shows the general overall process and timeframes



Potential Process



Preparation of Business Cases

Business cases will be prepared throughout the year. Avison Young have set out an initial timetable for delivery this is attached as Appendix 1

Next Stages

The Board is invited to discuss the paper and process of business case assurance.

Appendix 1 – Indicative imetable for Business Case Delivery

Project	Business Case indicative Completion date
Arcade	October 2021
Market	November 2021
Town Park – Urban Realm	March 2022
Daisy Hill Neighbourhood	December 2021
Creative Culture Programme	January 2022
Building Revival	November 2021
Skills Village	March 2022
Fibre	Feb 2022
Sustainable Transport Modes	TBC