

REPORT OF: HOUSING, HEALTH AND ENGINEERING SERVICES
MANAGER

TO: NELSON TOWN DEAL BOARD

DATES: 1st OCTOBER 2021

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BUSINESS CASE DEVELOPMENT AND TEMPLATE

PURPOSE OF REPORT

To seek agreement to the Business Case Template and to note the timetable for the development of business cases.

RECOMMENDATIONS

That the Board:

1. Agree the template that will be used to develop business cases.
2. Note the timetable for the Business Case development stage of the Town Deal.

REASONS FOR RECOMMENDATION

1. To ensure business cases are prepared in line with the Green Book requirements and within the 12 month timeframe from Heads of Terms being agreed.

ISSUE

Background

1. Stage 2 of the Town Deal process requires towns to develop a business case for each project and to submit a Summary Document to Government. The Department for Levelling Up, Housing and Communities (DLUHC, formerly MHCLG) will need to review and be satisfied with the Summary Document before delivery funding is released.
2. Business Cases need to be HM Treasury Green Book compliant and address in a proportionate manner the five cases set out in the Green Book.

3. All business cases will need to pass through local assurance mechanisms, though DLUHC reserves the right to call in any business case to be assured centrally. A draft Local Assurance Framework for Nelson is discussed elsewhere on the agenda for this meeting.

Business Case Development and Template

4. To ensure we have the relevant skills and capacity for undertaking this work, Hatch have been appointed to assist the project leads in developing their business case. Input from Hatch will focus on developing the strategic and economic cases, whilst project leads are best placed to develop the financial, management and commercial case; with Hatch acting as a critical friend. Project leads will also be responsible for commissioning any feasibility studies, design work, costings, etc, needed to support business case development and also for and carrying out engagement activities.
5. To assist with this work, Hatch have prepared a Business Case Template for each project to complete. This is included in Appendix 1 to this report and the Board are asked to agree its use.
6. Each of the Business Cases will be developed over differing timeframes relating to their nature, complexity and target dates for commencing project delivery. A schedule/timeline is provided in Appendix 2.
7. Regular updates will be brought to future meetings of the Board regarding progress on the development of each business case.

IMPLICATIONS

Policy: None directly arising from this report.

Financial: None directly arising from this report.

Legal: None directly arising from this report.

Risk Management: None directly arising from this report.

Health and Safety: None directly arising from this report.

Sustainability: None directly arising from this report.

Community Safety: None directly arising from this report.

Equality and Diversity: None directly arising from this report.

Appendix 1: Draft Business Case Template

Appendix 2: Indicative Business Case development timeline

Business Case Development Timeline

	2021					2022							
	A	S	O	N	D	J	F	M	A	M	J	J	A
Heads of Terms Offer agreed (4th Aug)													
YES Hub													
This is Nelson													
Digital Skills Hub													
Business Resilience and Growth													
Healthy Town													
Accessible Nelson													
Revitalised Nelson													
Modernising Nelson's Industrial Potential													

Key

	Business Case development (inc studies/technical input, engagement activities), etc
	Business Case Appraisal
	Summary Document submitted