

Meeting of the TIP Subgroup 22nd June 2021

In Attendance: SY (Chair), DK, PC, AB, JA, CJar, JG, CJac

1. Preparation in advance of the Town Deal offer announcement.

The Subgroup noted the timetable and agreed the actions as a consequence of the Government announcement as follows:

- a) Week Zero – Town Deal offer announcement.
- b) Weeks 1 and 2 – TIP Sub-group to review the Town Deal offer and determine a recommendation to the Town Board and Cheshire East Council
- c) Week 2 – Town Board to consider the Sub-group recommendation.
- d) Week 3 – acceptance or rejection of the Town Deal offer by the Town Board Chair and CEC Leader
- e) Weeks 4 to 10 – TIP Sub-group to review the TIP projects in the light of the Town deal offer and recommend any changes to the Town Board based on:
 - 1) Preparatory work undertaken by the project since the TIP was submitted.
 - 2) The adaptability and delivery of the project if subject to a significant reduction in budget
 - 3) Capacity within the project to meet the requirements of Business Case preparation
- f) Week 10 – Town Board to agree the revised projects, spend profile and Monitoring and Evaluation Plan
- g) Week 11 – Revised TIP submitted to Government.
- h) Weeks 15 to 19 – Final approval to proceed to Business Case development
- i) Weeks 11 to 52 – Business Case preparation by each project

2. Business Case development

The Sub-group considered the further actions necessary to ensure effective Business case development as follows:

- a) CEC Officers to conclude initial assessments of the status of the existing projects in discussion with Project Leads in readiness for the work to take place after Week 3. Some projects have already identified the need for support.
- b) The responsibility for developing Business Cases lies with the individual projects and the Project Lead. And it will be important for the Board and the Accountable body to manage expectations.
- c) Projects will have varying levels of capacity to prepare their Business Case and will need support and training. CEC Officers will include identified support needs in the initial assessment of each project.
- d) A discussion with Hatch is required to determine its contribution to the Business Case development, to be paid for from the Capacity Fund, for

those projects requiring it, with an emphasis on the Economic and Commercial Case and linking the golden thread from the bid documents into the Strategic Case as against the Heads of Terms.

- e) The recent guidance on Business Cases includes: “The importance of the Strategic Case, clear objectives and the golden thread – this has been highlighted previously by TFDP and has now gained increased relevance. A strong Strategic Case can really help justify investments with weaker BCRs. Projects should also think about their specific contribution towards the government’s wider objectives such as the levelling up agenda and net zero”.
- f) Assurance that the Business Cases are sufficiently robust remains the responsibility of the Town Board and CEC who will be expected to appraise the Business cases and provide additional summaries to Government. To ensure transparency and accountability it will be necessary for the commissioning of independent appraisals to be undertaken funded via the Capacity Fund.
- g) Consideration needs to be given to how the necessary assurance can be given to the Town Board and CEC and how Board Members have the means to undertake the “check and challenge” role which will now be expected. An approach will be made to the Towns Fund Partner by DK for support and training for Board Members on the role of the Board.
- h) Business cases can be submitted to Government in tranches rather than as a single collective, and we are expecting to submit up to three tranches.

3. AOB

- a) Additional support and guidance – DK and Officers to approach other Towns who have current experiences or who have themselves asked for support e.g., Barrow, Lincoln, and Southport
- b) Press releases – noted that these had been prepared in readiness for the announcement.