

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :			
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide		YES/ NO	
	Discretionary /	Need to be recommendations to Council		YES /NO	
	Operational	Is it a Key Decision		YES /NO	
Lead Member: Cllr Graham Middleton E-mail: cllr.graham.middleton@west-norfolk.gov.uk			Other Cabinet Members consulted: Cllr Richard Blunt		
			Other Members consulted: N/A		
Lead Officer: Alexa Baker, Monitoring Officer E-mail: alexa.baker@west-norfolk.gov.uk Direct Dial: 01553 616270			Other Officers consulted: Assistant Director - Regeneration, Housing and Place Other Consultees: Chair of the Town Deal Board,		
Financial Implications YES/ NO	Policy/ Personnel Implications YES /NO	Statutory Implications YES /NO	Equal Impact Assessment YES /NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/ NO	Environmental Considerations YES /NO
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 17 April 2023

KING'S LYNN TOWN DEAL - LOCAL ASSURANCE FRAMEWORK UPDATE

Summary

A government requirement of the Borough Council, in its role as Accountable Body for the King's Lynn Town Deal, is to ensure a there is an appropriate local assurance process is in place to oversee the delivery of approved projects in line with the approved Business Cases. This report seeks approval to update the Local Assurance Framework to reflect the latest government guidance for the implementation phase of the Town Deal for King's Lynn.

Recommendation

1. Approve the updated King's Lynn Town Deal Local Assurance Framework.(appendix 1)

Reason for Decision

To ensure that the governance arrangements around the delivery of the Town Fund are fit for purpose.

1 Background

- 1.1 A Local Assurance Framework (LAF) was implemented in August 2021 to provide assurance around the process for the development and sign off of individual Business Cases for the Town Deal projects, which were finally signed off by the Section 151 Officer and Town Deal Board Chair. This is a

locally devised framework and therefore each town awarded a Towns Deal will have developed their own bespoke framework.

1.2 Cabinet approved King's Lynn's Towns Deal Local Assurance Framework (LAF) on 24 August 2021 and subsequent amendment in August 2022. This LAF sets out the governance and decision-making structure in relation to the Towns Fund during the delivery phase. Its purpose is to:

- Enable accountable decision-making
- Ensure value for money
- Provide for effective monitoring and evaluation

1.3 There is a diagram set out in Appendix 1 of the LAF which shows the flow of reporting and decision making that may be required during the delivery phase, including a process for dispute resolution should there be a disagreement on project scope between the Accountable Body, Town Deal Board and, where applicable, lead council/delivery partner for particular projects (i.e. Norfolk County Council).

1.4 The LAF was initially developed as a projection of how the governance and decision making would work during the business case development and sign off phase, to reflect the specific requirements set out by government for securing a Town Deal through the concept of a 'Town Deal Board.' This represented an entirely new way of working for the Council. Now that the Town Deal Programme Board has had experience of taking business cases through this governance framework; taking into consideration the democratic process and updated government guidance, it has identified refinements and updated the type and level of governance and oversight required for this next stage.

1.5 From engagement with external third parties who are also working on other town deals, the Programme Board has also received feedback that the King's Lynn's Local Assurance Framework is more extensive than what has been seen elsewhere. A selection of benchmarking from other Towns was completed in August 2022. The Programme Board is therefore assured that there is a robust process without unduly impacting on governance and risk management.

1.6 The updating of the Local Assurance Framework has also included recommendations and improved reporting and processes that are being implemented across the Council's portfolio of projects, following an independent review by an Interim Advisor.

2 Options Considered

2.1 The current LAF sets out the process for agreeing and signing off business cases through the Council's Panels and Cabinet before the Town Deal Board. Now all 6 Business Cases have been approved by Government, the Council and its delivery partners, Norfolk County Council, need to ensure there is appropriate reporting, monitoring and decision making processes in place for this next phase of the Towns Fund programme.

2.2 Options are therefore:

- a) Do not make any changes to the LAF this would result in non-compliance with the latest government guidance to reflect the delivery phase of the Town Deal. This will demonstrate a failure to ensure appropriate governance arrangements for the Towns Deal in spite of a robust process having been followed to date.
 - b) Amend the Local Assurance Framework to reflect the latest government guidance and reflect the likely decision making process required during the delivery phase of the Towns Fund programme.
- 2.3 Monitoring and evaluation is a significant part of the governance framework around the Town Deal, both internally through the Council's internal audit processes but also by Central Government who are assessing the delivery of these place-based funding initiatives. Accordingly, the Programme Board wishes to ensure that the LAF is fit for purpose and that every effort is undertaken to comply with it.

3 Policy Implications

- 3.1 The Local Assurance Framework is aligned with the council's corporate priorities and policies in relation to;
- Corporate Business Plan
 - Risk Management Strategy
 - Town Investment Plan

4 Financial Implications

There should be no financial implications to amend the LAF.

5 Personnel Implications

As above.

6 Environmental Considerations

None

7 Statutory Considerations

None

8 Equality Impact Assessment (EIA)

(Pre screening report template attached)

No impact.

9 Risk Management Implications

The LAF is critical to manage the Towns Fund investment to ensure the appropriate reporting, monitoring and governance arrangements are in place to manage the risks, spend and delivery of the programme.

10 Declarations of Interest / Dispensations Granted

Cllrs Middleton and Blunt are the Council appointed representatives on the Town Board.

11 Background Papers

(Definition : Unpublished work relied on to a material extent in preparing the report that disclose facts or matters on which the report or an important part of the report is based. A copy of all background papers must be supplied to Democratic Services with the report for publishing with the agenda)

Cabinet Report, August 2021

Cabinet Report, August 2022

Pre-Screening Equality Impact Assessment

Borough Council of
King's Lynn & West Norfolk



Name of policy/service/function					
Is this a new or existing policy/service/function?	New / Existing (delete as appropriate)				
<p>Brief summary/description of the main aims of the policy/service/function being screened.</p> <p>Please state if this policy/service is rigidly constrained by statutory obligations</p>					
Question	Answer				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age				
	Disability				
	Gender				
	Gender Re-assignment				
	Marriage/civil partnership				
	Pregnancy & maternity				
	Race				
	Religion or belief				
	Sexual orientation				
Other (eg low income)					

Question	Answer	Comments
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	Yes / No	
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No	
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No	
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes / No	<p>Actions:</p>
		<p>Actions agreed by EWG member:</p> <p>.....</p>
<p>If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</p> <p>Decision agreed by EWG member:</p>		
<p>Assessment completed by:</p> <p>Name</p>		
<p>Job title</p>		
<p>Date</p>		