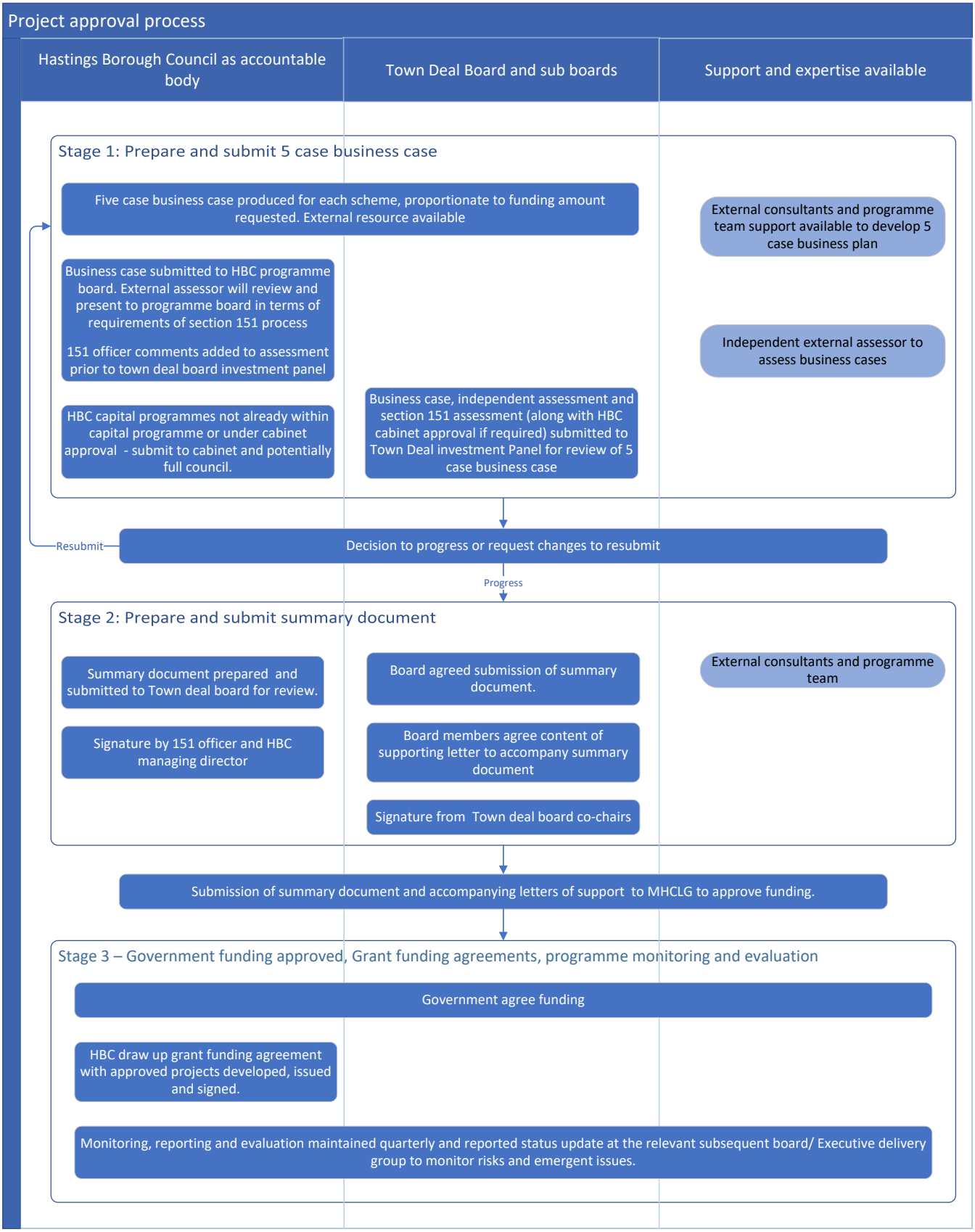
Project approval process
Hastings Borough Council as accountable body
Town Deal Board and sub boards
Support and expertise available
Stage 1: Prepare and submit 5 case business case
Five case business case produced for each scheme, proportionate to funding amount requested. External resource available
External consultants and programme team support available to develop 5 case business plan
Business case submitted to HBC programme board. External assessor will review and present to programme board in terms of requirements of section 151 process
151 officer comments added to assessment prior to town deal board investment panel
Independent external assessor to assess business cases
HBC capital programmes not already within capital programme or under cabinet approval - submit to cabinet and potentially full council.
Business case, independent assessment and section 151 assessment (along with HBC cabinet approval if required) submitted to Town Deal investment Panel for review of 5 case business case
Resubmit
Decision to progress or request changes to resubmit
Progress
Stage 2: Prepare and submit summary document
Summary document prepared and submitted to Town deal board for review.
Board agreed submission of summary document.
External consultants and programme team
Signature by 151 officer and HBC managing director
Board members agree content of supporting letter to accompany summary document
Signature from Town deal board co-chairs
Submission of summary document and accompanying letters of support to MHCLG to approve funding.
Stage 3 – Government funding approved, Grant funding agreements, programme monitoring and evaluation
Government agree funding
HBC draw up grant funding agreement with approved projects developed, issued and signed.
Monitoring, reporting and evaluation maintained quarterly and reported status update at the relevant subsequent board/ Executive delivery group to monitor risks and emergent issues.