Appendix B – Place and Prosperity Investment Framework Governance

Council Approval

Establish Investment Fund

Agree scoring matrices and parameters for investment decisions

Delegate investment decisions to Director of Finance in agreement with Leader & Portfolio Holders for Finance (Assets) and the Portfolio Holder for Economy.

And with consultation from ward members who represent the ward where the proposed investment is to be located



6 monthly performance reports

Place and Prosperity Investment Board By unanimous Agreement

The Board will be a subcommittee of Cabinet consisting of the Leader, the Portfolio Holder for Finance and the Portfolio Holder for Economy. The Board to be $\underline{advised}$ by the Director of Finance and other key officers. The Board will have authority to make decisions up to and including £5,000,000.

If an investment opportunity exceeds this £5,000,000 limit then the Council's normal decision making route will apply and the Board will recommend the investment to the Cabinet/Council as appropriate.

In making a decision, the Board should be $\underline{\text{fully agreed}}$. If a decision is not unanimous then it cannot proceed.

With consultation from w ard members w ho represent the ward where the proposed investment is to be located and include consultation w ith relevant Portfolio Holders at the Full Appraisal stage as deemed necessary.

Nominated substitutes can be nominated with the agreement of Board

See notes below

Place and Prosperity Investment Assessment Group

Make formal recommendations for investment within parameters of adopted Framework to Board

All investment opportunities will be channeled through the Council's Assistant Director – Place, Assets & Commercialisation

Any investment opportunity if considered feasible is considered alongside the criteria of this Framew ork, and if consistent is then scored against the relevant Scoring Matrix.

If the investment opportunity fails to deliver the necessary score and/or indicative return then it is dismissed. All opportunities should be reported in summary form to ensure transparency.

- If the investment opportunity achieves the necessary score and indicative return then it progresses to a dedicated Investment Assessment Group of Officers (with support of consultants if necessary), these being existing staff with the right skillset and aptitude to think commercially. This Investment Assessment Group is to comprise:
- Director Finance
- Director Governance and Licensing
- Assistant Director Place, Assets & Commercialisation
- Other Officers on a case-by-case basis

If an investment opportunity exceeds this £5,000,000 limit then the Council's normal decision making route will apply.

Nominated substitutes can be nominated with the agreement of Board



Updates issued at each AMF (limited to non-commercially sensitive info)



Updates issued to SMT every 3 months and at other key milestones

1.1 Assessment of Investment Opportunities – Process & Governance:

Investment opportunities often arise unexpectedly and it is important when considering the allocation of resources (internal and external) that the decisions are made objectively, consistently, are informed by the correct advice and fit for purpose. Other Local Authorities who invest for these reasons have taken a similar approach and the proposal set out below is a proven model:

- The Place and Prosperity Assessment Group of Officers led by Assistant Director Place, Assets & Commercialisation working with external agents, colleagues and Councillors will identify investment opportunities. All property investment opportunities will be channelled via the PAC team (note all referrals must be recorded so that introductions and commission fees can be correctly paid).
- Any investment opportunity if considered feasible is considered alongside the criteria in this Framework, and if consistent, it is then scored against the relevant Scoring Matrix (see Appendix C).
- If the investment opportunity fails to deliver the necessary score and / or indicative return then it is dismissed but a record of it must be kept and reported to AMF as part of the normal reporting cycle.
- If the investment opportunity achieves the necessary score and indicative return then it progresses to a dedicated Place and Prosperity Investment Assessment Group of Officers (with support of consultants if necessary), these being existing staff with the right skillset and aptitude to think commercially. This Investment Assessment Group is to comprise:
 - Director Finance
 - Director Governance and Licensing
 - Assistant Director Place, Assets & Commercialisation
 - Other Officers on a case-by-case basis
- A Full Appraisal (the method chosen should be proportionate to the costs and complexity involved) is prepared to enable a final recommendation on whether to invest to be considered by the Place and Prosperity Investment Assessment Board. The Board will be a subcommittee of Cabinet consisting of the Leader, the Portfolio Holder for Finance and the Portfolio Holder for Economy. The Board to be advised by the Director of Finance and other key officers. The Board will have authority to make decisions up to and including £5,000,000.
- If an investment opportunity exceeds this £5,000,000 limit then the Council's normal decision making route will apply and the Board will recommend the investment to the Cabinet/Council as appropriate.
- In making a decision, the Board should be <u>fully agreed</u>. If a decision is not unanimous then it cannot proceed.