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Date: 11<sup>th</sup> November, 2022

Our Ref: WEB

Dear Sir/Madam,

A meeting of the **TOWN DEAL BOARD** will be held on Friday, 18th November, 2022, at the King Edward VI College, Queens Road, Nuneaton.

Please gather promptly in the College Foyer (the entrance is in the Ropewalk) between 9:50 - 10.00 a.m. before being guided upstairs for the meeting.

Yours faithfully,

BRENT DAVIS

Chief Executive Officer

To: All Members of the Town  
Deal Board

Sean Farnell (Chair), Marion Plant  
(Vice-Chair).  
Councillors Peter Butlin (WCC), Jeff  
Clarke (WCC), Clare Golby (NBBC),  
Chris Watkins (NBBC) and Kris  
Wilson (NBBC).  
Amanda Bourne, Uly Lyons,  
Jet Jones, Marcus Jones (MP),  
Jenni Northcote, Lindsey Randle,  
Les Ratcliffe, Alison Thompson and  
Patricia Willoughby.

## **A G E N D A**

### TOUR OF THE COLLEGE FACILITIES – Stuart Noss, Principal of the College

1. ANNOUNCEMENTS

Please make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - to receive apologies for absence from the meeting.

3. MINUTES - of the meeting held on 12<sup>th</sup> August, 2022 attached (Page 4).

4. DECLARATIONS OF INTERESTS - To receive declarations of Disclosable Pecuniary and Other interests in accordance with the Members' Code of Conduct.

#### **Declaring interests at meetings**

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non- pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made for interests that are declared regularly by Board Members to be appended to the agenda (**Page 8**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Board Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the Board Member feels that the interest is such that they must leave the room. Prior to leaving the room, the Board Member must inform the Chair of the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Council's Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

5. DIGITAL SKILLS & INNOVATION CENTRE PRESENTATION – by the Abbey Street Design Team.
6. HIGHLIGHT REPORT – report of the Programme Manager (NBBC), to follow.
7. COMMUNICATIONS & ENGAGEMENT PLAN – for information, to follow.
8. ANY OTHER BUSINESS

9. EXCLUSION OF THE PUBLIC AND PRESS

Recommended that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraph (iii) of Part I of Schedule 12A to the Act.

10. RISK REGISTER – presented by the Programme Manager (NBBC), to follow.

11. PROJECT UPDATE – verbal update by the Programme Manager (NBBC).

**NUNEATON AND BEDWORTH BOROUGH COUNCIL**

**NUNEATON TOWN DEAL BOARD**

**12<sup>th</sup> August, 2022**

A meeting of the Town Deal Board was held on Friday, 12<sup>th</sup> August, 2022. The meeting was held in the Council Chamber at the Town Hall.

**Present**

Sean Farnell (CWLEP) – Chair

Present: Councillor Richard Baxter-Payne (substitute for Councillor Kris Wilson), Amanda Bourne, Councillor Jeff Clarke (WCC), Councillor Peter Butlin (WCC), Jet Jones (Community Sector), Marcus Jones MP and Les Ratcliffe (CWLEP).

Officers in attendance: Ian Andrew (NBBC), Wendy Bolton (NBBC), Dawn Dawson (NBBC) and Tom Hobbs (NBBC).

Apologies: Councillor Clare Golby (NBBC), Uly Lyons (Education Sector), Catherine Marks (WCC), Jenni Northcote, Dr Julie Nugent (WMCA), Marion Plant (Education Sector), Lindsey Randle (Local Business Sector), Alison Thompson (WCAVA), Councillor Chris Watkins (NBBC), Patricia Willoughby (WMCA) and Councillor Kris Wilson (NBBC).

TDB143 **Chair's welcome and announcements**

The Chair welcomed Board Members to the meeting. The Chair noted that under the Board's Terms of Reference the meeting was not quorate and therefore items for consideration were for noting only.

TDB144 **Minutes**

The minutes of the meeting held on 27<sup>th</sup> May, 2022, were confirmed and signed by the Chair.

TDB145 **Declarations of Interests**

Board Members' interests for the meeting were as set out in a Schedule of Declarations of Interests, attached to the agenda.

Amanda Bourne declared that she had been appointed to the TC Partnership.

Marcus Jones MP declared that he had been appointed as Minister of State (Minister for Housing) in the Department for Levelling Up, Housing and Communities.

The declarations of interest were as set out in the schedule attached to the agenda, as amended above.

TDB146 Highlights Report

The Regeneration Programme Manager (NBBC) submitted a Highlight Report to update the Board on the status of the Towns Fund programme and individual projects. The report detailed the overall Towns Fund programme financial status as at August 2022, the key risks and upcoming activities.

Consideration was given to the procurement approach and mitigation of risk resulting from inflation and possible contractor delays.

It was requested that the benefits of the Towns Fund transport projects be communicated to residents and Councillor Clarke agreed to bring an update on the Rail Station development to a future meeting of the Board.

The content of the Highlight Report was noted and the Chair requested that the Programme Manager submit a report on the impact of cost increases on project funding to the next meeting of the Board.

TDB147 Reimaging Nuneaton Museum Presentation

Due to work pressures, the Museum and Arts Officer submitted her apologies. The Chair requested that the presentation and tour of the Museum be rescheduled to the next meeting of the Board.

TDB 148 Museum & Parks Business Case.

The Regeneration Programme Manager (NBBC) provided an update of progress with finalising the Museum and Parks project Business Case. Value engineering was expected to be completed by the end of August. The Chair raised concern regarding any further delay with submission of the Business Case beyond the September deadline.

TDB149 Transforming Nuneaton Programme Update

The Regeneration Programme Manager (NBBC) presented an update of the broader aspects of the wider Transforming Nuneaton Programme, the key projects, their location and how they interact with Towns Fund projects.

The content of the presentation was noted and the following recommendations considered:

- A detailed presentation of the Abbey Street project from Queensbury will be available in due course providing more information on the scheme.
- Comms highlighting the benefits of the Wheat Street Junction Scheme.
- The availability and current under-utilisation of town centre car parking space.
- Possible use of the outdoor space as a creative exhibition space between the new library and Saints.
- Comms to highlight job creation resulting from the various schemes and projects.
- The need for the Saints project upper hall venue and the new Theatre to compliment each other.

TDB150 Terms of Reference of the Town Deal Board

An updated terms of reference was circulated prior to the meeting and noted.

TDB151 Communications and Engagement Plan

The NBBC Corporate Communications and Marketing Manager submitted an updated rolling masterplan of Towns Fund communications and engagement, for information. The live document detailed completed activities and the anticipated communication and engagement opportunities for specific projects.

The following comms opportunities were considered:

- The opportunity to tell the College story.
- A newsletter be drafted providing an update on all projects.
- The possibility of the use of time lapse video and QR codes on hoardings, dependent on costs and availability of funding.

The contents of the rolling masterplan was noted.

TDB152 Any Other Business

Date of the next meeting - the next meeting of the Board to be schedule mid November, 2022.

TDB153 Exclusion of the Public and Press

Under section 100A(4) of the Local Government Act 1972, the public and press were excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraph (iii) of Part I of Schedule 12A to the Act.

**CONFIDENTIAL ITEM**

TDB154 Risk Register

The Programme Manager (NBBC) submitted an updated Programme Risk Register. The Board considered specific risks raised by the updated register.

The content of the current Risk Register was noted.

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Chair of the Board

**SCHEDULE OF DECLARATIONS OF INTERESTS - TOWN DEAL BOARD**

<b>Name of Board Member</b>	<b>Disclosable Pecuniary Interest</b>	<b>Other Personal Interest</b>	<b>Dispensation</b>
<b>Amanda Bourne</b>	<ul style="list-style-type: none"> <li>Managing Director, FindaBiz Ltd</li> </ul>	<ul style="list-style-type: none"> <li>Vice Chair, Nuneaton BID Steering Group</li> <li>Secretary, Nuneaton Business Alliance</li> <li>FSB Representative Nuneaton and Bedworth</li> <li>Representative Warwickshire Town Forum</li> <li>TC Partnership</li> </ul>	
<b>Councillor Peter Butlin</b>	<ul style="list-style-type: none"> <li>Elected Member: Warwickshire County Council</li> </ul>	<p>Appointed to the following outside bodies:</p> <ul style="list-style-type: none"> <li>Coventry &amp; Warwickshire Local Enterprise Partnership (CWLEP)</li> <li>Eastern Shires Purchasing Organisation (ESPO) Management Committee</li> <li>Eastern Shires Purchasing Organisation - Finance and Audit Sub-Committee</li> <li>Local Government Association (LGA)</li> <li>Local Government Association County Councils Network (CCN)</li> <li>Warwickshire Solihull and Coventry Local Access Forum</li> </ul>	
<b>Councillor Jeffrey Clarke</b>	<ul style="list-style-type: none"> <li>Senior Caseworker, Office of Marcus Jones MP</li> <li>Elected Member Warwickshire County Council – Cabinet Member for Transport and Planning</li> <li>Owner of a property in Nuneaton</li> </ul>	<ul style="list-style-type: none"> <li>Chairman A5 Partnership</li> <li>Member A46 Partnership</li> <li>Coventry Station Masterplan Partnership/ Knuckle Board</li> <li>Executive Member Nuneaton Conservative Association</li> </ul>	
<b>Sean Farnell FCA (Chair)</b>	<ul style="list-style-type: none"> <li>Burgis &amp; Bullock, Chartered Accountants</li> <li>Burgis &amp; Bullock Management Ltd (dormant)</li> <li>Burgis &amp; Bullock Ltd (dormant)</li> <li>CCWP Ltd (dormant)</li> <li>Burgis &amp; Bullock (Audit) Ltd (dormant)</li> <li>Burgis &amp; Bullock Corporate Finance Ltd</li> <li>BB-BMG Limited</li> </ul>	<ul style="list-style-type: none"> <li>Coventry &amp; Warwickshire Reinvestment Trust Ltd</li> <li>Coventry &amp; Warwickshire Local Enterprise Partnership Ltd</li> <li>Growth Hub Business Solutions Ltd</li> </ul>	
<b>Councillor C. Golby</b>	<ul style="list-style-type: none"> <li>IPT Administration Manager, Galliford Try</li> <li>Elected Member of Warwickshire County Council</li> </ul>	<ul style="list-style-type: none"> <li>Bermuda Bridge Action Group</li> <li>Bermuda Phoenix Community Centre Management</li> </ul> <p>Member of the following Outside</p>	



Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	<ul style="list-style-type: none"> <li>• Spouse: employed by RS Components</li> </ul>	<p>Bodies:</p> <ul style="list-style-type: none"> <li>• Coventry, Warwickshire and Hinckley and Bosworth Joint Committee</li> <li>• District Leaders</li> <li>• Local Enterprise Partnership</li> <li>• Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL)</li> <li>• Nuneaton and Bedworth Home Improvement Agency</li> <li>• NBBC representative on the George Eliot Hospital NHS Trust – Public/User Board</li> <li>• NBBC representative on George Eliot Hospital NHS Foundation Trust Governors</li> </ul>	
<b>Jet Jones</b>	<ul style="list-style-type: none"> <li>• Director of Regeneration and Community Transformation of the Diocesan Board of Finance, Church of England.</li> <li>• CEO of Together for Change - Together for Change lease Saints, Nuneaton</li> <li>• Director Renovate Solutions Ltd</li> <li>• Spouse/Partner: Director of Renovate Solutions Ltd</li> <li>• Funeral celebrant/minister – self-employed and contracted via Devalls Funeral Services</li> </ul>	<ul style="list-style-type: none"> <li>• Nexus ICA</li> <li>• Trustee of Bedworth Parish Church</li> </ul>	
<b>Marcus Jones MP</b>	<ul style="list-style-type: none"> <li>• Member of Parliament for Nuneaton</li> <li>• Minister of State (Minister for Housing) in the Department for Levelling Up, Housing and Communities</li> <li>• HM Government Whip</li> <li>• Lessee: 13-17 Hollybush House, Nuneaton</li> <li>• Owner of a property in Nuneaton</li> <li>• Spouse/Partner: e-ppl,</li> </ul>	<ul style="list-style-type: none"> <li>• Patron of Mary Ann Evans Hospice</li> <li>• Honorary Member of Nuneaton Rotary Club</li> </ul>	
<b>Ulysses Lyons</b>	<ul style="list-style-type: none"> <li>• CEO, Better Futures Multi Academy Trust</li> </ul>		
<b>Jenni Northcote</b>	<ul style="list-style-type: none"> <li>• George Eliot Hospital NHS Trust - Director of Strategy, Service Improvement and Primary Care</li> <li>• NHS Warwickshire North and NHS Coventry &amp;</li> </ul>		

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	Rugby Clinical Commissioning Group - Chief Strategy & Primary Care Officer WNCCG & CRCCG		
<b>Marion Plant (Vice-Chair)</b>	<ul style="list-style-type: none"> <li>• Principal &amp; Chief Executive, North Warwickshire and South Leicestershire College</li> <li>• North Warwickshire and South Leicestershire College Property/land</li> <li>• Nuneaton academies within the Midlands Academies Trust: Hartshill School, The Nuneaton Academy and George Eliot School</li> <li>• Long lease for part of the site from Warwickshire County Council for The Nuneaton Academy</li> <li>• Spouse/Partner: Relations Relations Manager, Christian Aid</li> </ul>	<ul style="list-style-type: none"> <li>• Chief Executive Officer, The Midland Academies Trust</li> <li>• Director, South Leicestershire Colleges Enterprises Ltd</li> <li>• Director, NWHC Services Ltd</li> <li>• Director, The Learning Chain Ltd</li> <li>• Director, Coventry &amp; Warwickshire Local Enterprise Partnership Ltd</li> <li>• Director, The Skills Show Ltd</li> <li>• Director &amp; Deputy Chair, Worldskills UK</li> <li>• Board Member, National Society Council, Church of England</li> <li>• Member, Colleges West Midlands</li> <li>• Member, Skills Advisory Panel, WMCA</li> <li>• Programme Board Member, Leicester and Leicestershire Local Enterprise Partnership Ltd</li> <li>• Member, ESFA Skills Advisory Group</li> <li>• Governor &amp; Chair of Academic Affairs Committee, Coventry University</li> </ul>	
<b>Lindsey Randle</b>	<ul style="list-style-type: none"> <li>• MIRA</li> <li>• Spouse/Partner: MIRA</li> <li>• Owner of a property in Hartshill</li> </ul>		
<b>Les Ratcliffe</b>	<ul style="list-style-type: none"> <li>• Managing Director - Community Engagement Limited</li> <li>• Director - Engineering in Motion Ltd.</li> <li>• Non Executive Director - Verity Housing</li> <li>• Spouse/Partner: Director Community Engagement Ltd.</li> </ul>	<ul style="list-style-type: none"> <li>• Chairman – Coventry &amp; Warwickshire Place Board</li> <li>• Board Member – CWLEP Growth HUB</li> <li>• Deputy Lieutenant – West Midlands Lieutenancy</li> <li>• Board Member – Coventry &amp; Warwickshire NSPCC Business Group</li> </ul>	
<b>Alison Thompson</b>	<ul style="list-style-type: none"> <li>• Area Manager, Warwickshire Community and Voluntary Action</li> <li>• WCAVA NBBC Lease Newtown Centre</li> <li>• Service Level Agreement between WCAVA and NBBC for services to support the voluntary and</li> </ul>		

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	community sector <ul style="list-style-type: none"> <li>• Leases: Newtown Centre, Newtown Road, Nuneaton, CV11 4HG and 1 Donnithorne Avenue, Nuneaton, CV10 7AF</li> <li>• Spouse/Partner: A-Dec Dental UK Ltd</li> <li>• Owner of a property in Nuneaton</li> </ul>		
<b>Councillor C.M. Watkins</b>	<ul style="list-style-type: none"> <li>• Landlord of a privately rented property</li> </ul>	Representative on the following outside bodies: <ul style="list-style-type: none"> <li>• Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL)</li> </ul>	
<b>Councillor K. Wilson</b>	<ul style="list-style-type: none"> <li>• Acting Delivery Manager HMCTS – Nuneaton &amp; Warwick County Courts</li> <li>• Elected Member of Nuneaton and Bedworth Borough Council</li> <li>• Election Expenses Paid By Nuneaton Conservative Association</li> <li>• HMCTS has a lease With The Warwickshire Police And Crime Commissioner for the Warwickshire Justice Centre</li> <li>• As Deputy Chairman Of Nuneaton Conservatives we have a lease to occupy an office at Hollybush House, Bond Gate, Nuneaton</li> </ul>	<ul style="list-style-type: none"> <li>• Director Of Nuneaton And Bedworth Community Enterprises Ltd</li> <li>• Representative on Transforming Nuneaton Board</li> <li>• Deputy Chairman Of Nuneaton Conservative Association</li> </ul>	
<b>Patricia Willoughby</b>	<ul style="list-style-type: none"> <li>• Head of Policy (Housing &amp; Regeneration), West Midlands Combined Authority</li> <li>• Spouse: Director, Process Technique Ltd</li> </ul>	<ul style="list-style-type: none"> <li>• Wolverhampton Town Fund Board</li> </ul>	