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Date: 27th September 2021

Our Ref: WEB

Dear Sir/Madam,

A meeting of the **TOWN DEAL BOARD** will be held on Friday, 1st October, 2021 commencing at 10.00 am.

Due to government guidance on social-distancing and the Covid-19 virus, this meeting will be held virtually via MS Teams.

Yours faithfully,

BRENT DAVIS

Executive Director - Operations

To: All Members of the Town
Deal Board

Sean Farnell (Chair), Marion Plant
(Vice-Chair).
Councillors Peter Butlin, Jeff Clarke,
Julie Jackson, Ian Lloyd and Kris
Wilson.
Amanda Bourne, Uly Lyons,
Jet Jones, Marcus Jones (MP),
Jenni Northcote, Lindsey Randle,
Les Ratcliffe, Alison Thompson and
Patricia Willoughby.

AGENDA

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 14th May, 2021, attached (Page 3).

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 6**). 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. TOWN INVESTMENT PLAN DELIVERY UPDATE - Report of the Director - Regeneration, Economy & Assets - to follow.

6. ANY OTHER BUSINESS

NUNEATON AND BEDWORTH BOROUGH COUNCIL

NUNEATON TOWN DEAL BOARD

14th May, 2021

A meeting of the Town Deal Board was held on Friday, 14th May, 2021. Due to Government guidance on social-distancing and the Covid-19 virus this meeting was held virtually.

Present

Sean Farnell (CWLEP) – Chair
Marion Plant (Education Sector) – Vice-Chair

Amanda Bourne (Local SME Business Sector), Councillor Peter Butlin (WCC), Councillor Jeff Clarke (WCC), Jet Jones (Community Sector), Marcus Jones, (MP), Jenni Northcote (Health Sector), Lindsey Randle (Local Business Sector), Alison Thompson (WCAVA), Patricia Willoughby (WMCA) and Councillor K. Wilson (NBBC).

Officers in attendance: I. Andrew (NBBC), W. Bolton (NBBC), B. Davis (NBBC), D. Dawson (NBBC), A. Dent (Advent), Catherine Marks (WCC), Julian Pye (Arup) and R. Merriman (Advent).

Apologies: V. Barnard (WCC), Simone Hines (NBBC), Jose Lopes (WMCA), Uly Lyons (Education Sector) and Les Ratcliffe (CWLEP).

TDB95 Chair's welcome and announcements

The Chair welcomed Board Members and other invited guests to the meeting.

TDB96 Minutes

RESOLVED that the minutes of the meeting held on 15th March, 2021, be confirmed and signed by the Chair.

TDB97 Declarations of Interests

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

Councillor J. Clarke declared that he was now an elected member of Nuneaton and Bedworth Borough Council and that his interests in regards to Warwickshire County Council would be updated in due course.

RESOLVED that

- a) declarations of interest be as set out in the schedule attached to these minutes, and as above; and

- b) Members submit any outstanding updated declarations of interest forms to Wendy Bolton as soon as possible, or alternatively provide an email confirmation that their interests were unchanged.

TDB98 Project Update

The Director – Regeneration, Economy and Assets (NBBC) submitted a report to provide Board with an update on the progress of the programme to date.

On 3rd March 2021, it was announced that Nuneaton had been successful in securing a Town Deal, with an award of £23.2m. Following the announcement, work had progressed to identify key milestones and actions to ensure the successful delivery of the Programme, within the timeframes specified by the Towns Fund initiative.

The report concluded that there remained a number of actions ongoing in order to establish the correct proformas, reporting mechanisms and management arrangements to navigate the approach against the known and emerging requirements.

It was reported that all organisations involved in project delivery had quickly established sound, cooperative and collaborative relationships to ensure the successful delivery of the Programme.

The Chair confirmed to the Board that the Heads of Terms had been signed and returned.

RESOLVED that the contents of the report be noted.

TDB99 Town Deal Assurance Panel

The Director – Regeneration, Economy and Assets (NBBC) submitted a report to provide Board with further information in regards to the requirement for a Town Deal Assurance Panel.

The Assurance process had been formulated in light of the Towns Fund requirements and previously approved by Board. This process was necessary to demonstrate transparency and robustness of approach to the delivery of the Towns Fund programme. The Board was asked to consider and identify the membership of the Town Deal Assurance Panel.

The Chair confirmed that Uly Lyons (Education Sector), Alison Thompson (WCAVA) and Patricia Willoughby (WMCA), had agreed to form the Assurance Panel, and he was waiting for confirmation from one other member.

The Chair also confirmed that the Coventry and Warwickshire Local Enterprise Partnership (CWLEP), had agreed to undertake the business case independent appraisal as detailed in paragraph 5.2 of the report.

The Board considered whether the training being provided for the Assurance Panel, as detailed in paragraph 4.2 of the report, would be helpful to other members, and it was confirmed that training could be widened for any members that wished to attend. The Board was also informed that there were other training courses being provided by the Delivery Partner, Arup, in June, that possibly might be of interest to members.

RESOLVED that

- a) a Town Deal Assurance Panel consisting of three to four appointed Board members be established;
- b) any Board member wishing to undertake Assurance Panel training, notify Wendy Bolton; and
- c) the Board be provided with details of any other relevant training opportunities.

TDB100 Any Other Business

None

(Chair)

SCHEDULE OF DECLARATIONS OF INTERESTS - TOWN DEAL BOARD

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

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	Ltd <ul style="list-style-type: none"> • Growth Hub Business Solutions Ltd • Spouse/Partner: DHL Logistics • Gethin House, Bond Street, Nuneaton 		
Councillor Julie Jackson	<ul style="list-style-type: none"> • Leader, Nuneaton and Bedworth Borough Council • Spouse/partner: Cleansing Driver, Nuneaton and Bedworth Borough Council, Swimming Teacher, Sports and Leisure Management • Owner of a property in Bedworth • Spouse/partner: owner of an allotment in Bedworth 	<ul style="list-style-type: none"> • Nuneaton and Bedworth Community Enterprise Ltd • West Midlands Combined Authority • Coventry & Warwickshire Local Enterprise Partnership (Substitute member) • Member, Labour Party • Member Association of Labour Councillors • Member of Unite the Union • Spouse/Partner: Member, Labour Party • Member, Unite the Union • Member, Bedworth Lions 	
Jet Jones	<ul style="list-style-type: none"> • Director of Regeneration and Community Transformation of the Diocesan Board of Finance, Church of England. • CEO of Together for Change - Together for Change lease Saints, Nuneaton • Director Renovate Solutions Ltd • Spouse/Partner: Director of Renovate Solutions Ltd • Funeral celebrant/minister – self-employed and contracted via Devalls Funeral Services 	<ul style="list-style-type: none"> • Nexus ICA 	
Marcus Jones MP	<ul style="list-style-type: none"> • Member of Parliament for Nuneaton • HM Government Whip • Lessee: 13-17 Hollybush House, Nuneaton • Owner of a property in Nuneaton • Spouse/Partner: e-ppl, 	<ul style="list-style-type: none"> • Patron of Mary Ann Evans Hospice • Honorary Member of Nuneaton Rotary Club 	
Councillor Ian Lloyd	<ul style="list-style-type: none"> • Deputy Leader, Nuneaton and Bedworth Borough Council. 	Non Executive Director with Nuneaton and Bedworth Community Enterprises Limited. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Nuneaton & Bedworth Sports Forum • Camp Hill Urban Village and 	

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
		Pride in Camp Hill • Poor's Piece Charity Committee of Management of Hartshill & Nuneaton Recreation Group	
Ulysses Lyons	<ul style="list-style-type: none"> • CEO, Better Futures Multi Academy Trust 		
Jenni Northcote	<ul style="list-style-type: none"> • George Eliot Hospital NHS Trust - Director of Strategy, Service Improvement and Primary Care • NHS Warwickshire North and NHS Coventry & Rugby Clinical Commissioning Group - Chief Strategy & Primary Care Officer WNCCG & CRCCG 		
Marion Plant (Vice-Chair)	<ul style="list-style-type: none"> • Principal & Chief Executive, North Warwickshire and South Leicestershire College • North Warwickshire and South Leicestershire College Property/land • Nuneaton academies within the Midlands Academies Trust: Hartshill School, The Nuneaton Academy and George Eliot School • Long lease for part of the site from Warwickshire County Council for The Nuneaton Academy • Spouse/Partner: Relations Relations Manager, Christian Aid 	<ul style="list-style-type: none"> • Chief Executive Officer, The Midland Academies Trust • Director, South Leicestershire Colleges Enterprises Ltd • Director, NWHC Services Ltd • Director, The Learning Chain Ltd • Director, Coventry & Warwickshire Local Enterprise Partnership Ltd • Director, The Skills Show Ltd • Director & Deputy Chair, Worldskills UK • Board Member, National Society Council, Church of England • Member, Colleges West Midlands • Member, Skills Advisory Panel, WMCA • Programme Board Member, Leicester and Leicestershire Local Enterprise Partnership Ltd • Member, ESFA Skills Advisory Group • Governor & Chair of Academic Affairs Committee, Coventry University 	
Lindsey Randle	<ul style="list-style-type: none"> • MIRA • Spouse/Partner: MIRA • Owner of a property in Hartshill 		

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
Les Ratcliffe	<ul style="list-style-type: none"> • Managing Director - Community Engagement Limited • Director - Engineering in Motion Ltd. • Non Executive Director - Verity Housing • Spouse/Partner: Director Community Engagement Ltd. 	<ul style="list-style-type: none"> • Chairman – Coventry & Warwickshire Place Board • Board Member – CWLEP Growth HUB • Deputy Lieutenant – West Midlands Lieutenancy • Board Member – Coventry & Warwickshire NSPCC Business Group 	
Alison Thompson	<ul style="list-style-type: none"> • Area Manager, Warwickshire Community and Voluntary Action • WCAVA NBBC Lease Newtown Centre • Service Level Agreement between WCAVA and NBBC for services to support the voluntary and community sector • Leases: Newtown Centre, Newtown Road, Nuneaton, CV11 4HG and 1 Donnithorne Avenue, Nuneaton, CV10 7AF • Spouse/Partner: A-Dec Dental UK Ltd • Owner of a property in Nuneaton 	<ul style="list-style-type: none"> • Trustee, Milby Nursery and Kids Club 	
Councillor K. Wilson	<ul style="list-style-type: none"> • Acting Delivery Manager HMCTS – Nuneaton & Warwick County Courts • Elected Member of Nuneaton and Bedworth Borough Council • Election Expenses Paid By Nuneaton Conservative Association • HMCTS has a lease With The Warwickshire Police And Crime Commissioner for the Warwickshire Justice Centre • As Deputy Chairman Of Nuneaton Conservatives we have a lease to occupy an office at Hollybush House, Bond Gate, Nuneaton 	<ul style="list-style-type: none"> • Director Of Nuneaton And Bedworth Community Enterprises Ltd • Representative on Transforming Nuneaton Board • Deputy Chairman Of Nuneaton Conservative Association 	
Patricia Willoughby	<ul style="list-style-type: none"> • Head of Policy (Housing & Regeneration), West Midlands Combined Authority • Spouse: Director, Process Technique Ltd 	<ul style="list-style-type: none"> • Wolverhampton Town Fund Board 	