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Date: 9th November, 2020

Our Ref: WEB

Dear Sir/Madam,

A meeting of the **TOWN DEAL BOARD** will be held at on Friday, 13th November, 2020, 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, Julie Nugent,
Lindsey Randle, Les Ratcliffe, and
Alison Thompson.

A G E N D A

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 23rd October, 2020, **(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 7)**. 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 UPDATE** – report of the Director – Regeneration and Housing, NBBC, to follow.

6. **DELIVERY AND BUSINESS CASE DEVELOPMENT PLAN** - briefing note to follow.

7. **STAKEHOLDER ENGAGEMENT PLAN** – report of the Director – Regeneration and Housing, NBBC, to follow.

8. PROJECT CONFIRMATION – report of the Director – Regeneration and Housing, NBBC, to follow, (Confidential).

9. ANY OTHER BUSINESS

10. DATES AND TIMES OF FUTURE MEETINGS

Schedule of meetings:

- Friday, 4th December, 2020 – 10.00 am

NUNEATON AND BEDWORTH BOROUGH COUNCIL

NUNEATON TOWN DEAL BOARD

23rd October, 2020

A meeting of the Town Deal Board was held on Friday, 23rd October, 2020. Due to Government guidance on social-distancing and the Covid-19 virus this meeting was held virtually and live streamed.

Present

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

Councillor Jeff Clarke (WCC), Councillor Julie Jackson (NBBC), Jet Jones (Community Sector), Marcus Jones, (MP), Councillor I. Lloyd (NBBC), Jose Lopes (WMCA - Substitute for Julie Nugent), Uly Lyons (Education Sector), Jenni Northcote (Health Sector), Alison Thompson (WCAVA) and Councillor Kris Wilson (NBBC).

Apologies: Amanda Borne (Local SME Business Sector), Councillor Peter Butlin (WCC), Julie Nugent (WMCA) and Les Ratcliffe (CWLEP).

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

TDB65 **Chair's welcome and announcements**

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

TDB66 **Minutes**

RESOLVED that the minutes of the meeting held on 2nd October, 2020, be confirmed, and signed by the Chair.

TDB67 **Declarations of Interests**

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

Councillor Julie Jackson declared an interest regarding agenda item 6, as her daughter was employed by the college.

Marion Plant declared an interest given her role with the College, in relation to a project listed in the summary at Appendix A of agenda item 6.

Jet Jones declared an interest given her role at Saints, in relation to a project listed in the summary at Appendix A of agenda item 6.

RESOLVED that declarations of Interest be as set out in the Schedule attached to these minutes, and as above.

TDB68 Transforming Nuneaton/Future High Streets Fund/Towns Fund Correlation

The Director – Regeneration and Housing, Nuneaton and Bedworth Borough Council (NBBC), submitted a report to provide the Board with an overview of the correlation between the Towns Fund, the Future High Streets Fund and the Transforming Nuneaton programme, as depicted on the maps attached as appendices to the report.

RESOLVED that the contents of the report be noted.

TDB69 Town Investment Plan Update

The Director – Regeneration and Housing (NBBC), submitted a report to provide the Board with an update of the progress being made regarding the formulation of the Town Investment Plan (TIP).

An updated list of projects was provided at Appendix A to the report, and TIP Section 1 Narrative requirements were set out in Appendix B.

A revised project plan for submission under Cohort 3 was presented to the Board at paragraph 4.1 of the report. However, paragraph 4.2 informed the Board that, in recognition that towns were working at differing speeds, the MHCLG had notified of an additional Cohort, to be known as Cohort 2a, with a submission deadline of 11th December 2020. The Board was asked to consider the benefits of submitting the TIP under Cohort 2a and approve any change of submission date, if required.

The Board also considered the membership of the Project Prioritisation Panel, as recommended at paragraph 2.2 and 2.3 of the report. Project assessment and moderation to be completed by 11th November in order for a shortlist of recommended projects to be submitted to the Board at its next meeting on 13th November, 2020.

The Board was informed that the following documents would also be submitted to the next meeting for consideration:

- Stakeholder Engagement Plan
- Delivery Plan
- Future Governance Plan

The current working copy of the draft TIP Section 1 Narrative was presented to the Board. Feedback and recommendations were made regarding the content and imagery to be used in the document.

RESOLVED that

- a) the Board note the contents of the report;

- b) submission under cohort 2a be approved and the Cities and Local Growth Unit (CLGU) lead be notified;
- c) the Project Prioritisation Panel be made up of five members, that being Sean Farnell as Chair, and a representative from each of the following: Borough, County, third and private sectors; appointments to be confirmed by the Chair outside of the meeting;
- d) the latest version of the working draft TIP Section 1 Narrative (without project information), be provided to Board Members on and as at 30th October, 2020; and
- e) the final version of the TIP Section 1 Narrative be submitted to the Chair and agreed proof-readers at an agreed date prior to sign off and submission.

TDB70 Updated Schedule of Issues

A revised schedule of issues was presented to the Board.

RESOLVED that the schedule be noted.

TDB71 Any other business

None

TDB72 Date and time of the next meeting

Friday, 13th November, 2020 – 10.00 am

RESOLVED that there be a change in the Board meeting schedule to facilitate the amendment to the TIP submission date, i.e. the December meeting be rescheduled to Friday, 4th December, 2020.

(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 • BBMG Limited • Spouse/Partner: DHL Logistics • Gethin House, Bond Street, Nuneaton 	<ul style="list-style-type: none"> • Coventry & Warwickshire Reinvestment Trust Limited • Coventry & Warwickshire Local Enterprise Partnership Limited • Growth Hub Business Solutions Limited • FSB & CW Chamber representative on CWLEP • Strategic Partner with CW Chamber • Board Member of Audit & Assurance committee of WMCA 	

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
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"> • Diocese of Coventry, Together for Change (including Saints Nuneaton) • Director Renovate Solutions Ltd • Spouse/Partner: Renovate Solutions Ltd and All Nations Church, Wolverhampton • Together for Change lease Saints, Nuneaton 	<ul style="list-style-type: none"> • Nexus ICA • All Nations Church, Wolverhampton • Education Strategy Board for NBBC 	
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. 	<p>Non Executive Director with Nuneaton and Bedworth Community Enterprises Limited. Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Nuneaton & Bedworth Sports Forum • Camp Hill Urban Village and Pride in Camp Hill • Poor's Piece Charity <p>Committee of Management of Hartshill & Nuneaton Recreation Group</p>	
Ulysses Lyons	<ul style="list-style-type: none"> • CEO, Better Futures Multi Academy Trust 		

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
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 		
Dr Julie Nugent	<ul style="list-style-type: none"> • Director of Skills and Productivity, West Midlands Combined Authority 		
Marion Plant (Vice-Chair)	<ul style="list-style-type: none"> • Principal & Chief Executive, North Warwickshire and South Leicestershire College • Spouse/Partner: Relations Manager, Christian Aid • North Warwickshire and South Leicestershire College Property/land: Hartshill School, The Nuneaton Academy and George Eliot School • Licence and lease from Warwickshire County Council for The Nuneaton Academy 	<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 • Deputy Chair and 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 • Vice-Chair, Colleges West Midlands • Member, Skills Advisory Panel, WMCA • Programme Board Member, Leicester and Leicestershire Local Enterprise Partnership Ltd • Member, ESFA Skills Advisory Group 	
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"> • Owner: Community Engagement Limited • Director: Engineering in Motion Ltd. • Spouse/Partner: Director Community Engagement Ltd. 	<ul style="list-style-type: none"> • Chair – Coventry & Warwickshire Place Board – Champions • Board Member – CWLEP Growth HUB • Board Member – Coventry City of Culture Place Board • Board Member – Coventry City of Culture Place Board • Board Member – Coventry City of Culture Place Board 	
Alison Thompson	<ul style="list-style-type: none"> • Area Manager, Warwickshire Community and Voluntary Action • WCAVA NBBC Lease Newtown Centre • Spouse/Partner: Stores Supervisor, 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 	