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Date: 29<sup>th</sup> September, 2020

Our Ref: WEB

Dear Sir/Madam,

A meeting of the **TOWN DEAL BOARD** will be held at on Friday, 2<sup>nd</sup> October, 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, Neil Phillips 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 4<sup>th</sup> September, 2020, 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. FINALISED VISION AND OBJECTIVES – verbal update from the Director – Regeneration and Housing (NBBC) and attached (Page 12)

### 6. UPDATE ON TIP ACTIONS AND NEXT REQUIREMENTS – report of the Director – Regeneration and Housing (NBBC), to follow.

7. FEEDBACK ON CHECK AND CHALLENGE – verbal update from the Director – Regeneration and Housing (NBBC).
8. UPDATED SCHEDULE OF ISSUES – to follow.
9. ANY OTHER BUSINESS
10. DATES AND TIMES OF FUTURE MEETINGS

Schedule of meetings:

- Friday, 23rd October, 2020 – 10.00 am
- Friday, 13th November, 2020 – 10.00 am
- Friday, 11th December, 2020 – 10.00 am

**NUNEATON AND BEDWORTH BOROUGH COUNCIL**

**NUNEATON TOWN DEAL BOARD**

**4<sup>th</sup> September, 2020**

A meeting of the Town Deal Board was held on Friday, 4<sup>th</sup> September, 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

Amanda Bourne (Local SME Business Sector), Councillor Peter Butlin (WCC), Councillor Jeff Clarke (WCC), Councillor Julie Jackson (NBBC), Jet Jones (Community Sector), Marcus Jones, (MP), Uly Lyons (Education Sector), Jenni Northcote (representative for Adrian Stokes (Health Sector), Dr Julie Nugent (WMCA), Councillor Neil Phillips (NBBC), Les Ratcliffe (CWLEP), Alison Thompson (WCAVA) and Councillor Kris Wilson (NBBC).

Apologies: None received.

Officers in attendance: W. Bolton (NBBC), B. Davies (NBBC), D. Dawson (NBBC), A. Dent (Advent), Catherine Marks (WCC), J. Pye (Arup), R. Merriman (Advent).

TDB45      **Chair's welcome and announcements**

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

TDB46      **Minutes**

**RESOLVED** that the minutes of the meeting held on 17<sup>th</sup> July, 2020, be confirmed, and signed by the Chair.

TDB47      **Declarations of Interests**

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

**RESOLVED** that declarations of Interest are as set out in the Schedule attached to these minutes.

TDB48      **Update on Consultation**

The Director – Regeneration and Housing, Nuneaton and Bedworth Borough Council (NBBC), submitted a report to provide the Board with information pertaining to the results of the first stage of the consultation process which ended on 28<sup>th</sup> August, 2020.

It was reported that Advent, the appointed Communications and Engagement Consultant, had worked closely with Warwickshire

Community and Voluntary Action (WCAVA) to ensure the consultation reached as many community groups as possible. Additionally, the consultation was promoted by:

- The Federation of Small Businesses;
- Coventry and Warwickshire Chamber of Commerce;
- Coventry and Warwickshire Local Enterprise Partnership;
- Coventry and Warwickshire Local Enterprise Growth Hub.

The first stage consultation commenced on 14<sup>th</sup> August 2020 and ended on 28<sup>th</sup> August 2020, however, responses received up to 1<sup>st</sup> September were also accepted. A summary of responses by theme was attached as Appendix A to the report.

It was proposed that consultation be extended for a further seven days to target businesses and education, and to specifically ask the community for their thoughts on the digital agenda. Jet Jones offered the use of the Saints building for the extended consultation and Marion Plant also suggested that targeted work could be done through education communication channels now that schools and colleges were open.

Adam Dent, Managing Director of Advent, outlined the next steps which included a variety of communications via social media, the website and press, in order to keep residents, local businesses and organisations informed of developments in regards to the consultation outcomes, project selection and the TIP submission.

**RESOLVED** that

- a) the contents of the report and appendix be noted;
- b) the consultation period be extended a further week; and
- c) Adam Dent meet with Jet Jones, Marion Plant and Dawn Dawson immediately following the Board meeting, to further explore ways of widening the consultation during the extension.

TDB49

#### Project Plan

The Director – Regeneration and Housing (NBBC), submitted a project plan and outlined the key stages of TIP development and submission.

The Board was informed that Ann Water, Economic Development Manager (NBBC), was drafting the strategic narrative and that Task and Finish Groups were working vigorously to gather evidence and determine projects for shortlisting by the September deadline.

The Chair informed the Board that as the date for submission was tight, approval had been given for information to be circulated for consideration by Members between Board meetings.

Julian Pye of Arup, Nuneaton's Town Deal Delivery Partner, requested that meeting dates be scheduled in the diary for early October to check and challenge on the draft TIP.

**RESOLVED** that the contents of the project plan be noted and a date be scheduled in the diary for early October for check and challenge.

TDB50 Town Deal Board Aims and Objectives

Following discussions with Nuneaton's Town Deal Delivery Partner and BEIS Delivery Manager, the Board had been notified that it was required to agree a vision and objectives in relation to the Towns Fund initiative. This would be critical to demonstrating clarity in relation to strategy and would be used to inform a scoring mechanism for shortlisting projects to be put forward within the TIP.

The Director – Regeneration and Housing (NBBC), submitted a draft map of the proposed Towns Fund vision statement and objectives, cross referenced to the Towns Fund and Transforming Nuneaton, and requested feedback from Members.

Julian Pye suggested that more consideration be given to the wording of the vision statement which he felt could be improved by being more specific, include some of the outcomes and an indication of what the transformation was going to be. Julian recommended that the vision statement and objectives set out what Nuneaton was all about, the ambitions for the town and how it would be transformed.

It was also suggested that the objectives be amended to ensure that they reflected Nuneaton's unique opportunities and challenges and the pursuit of quality, sustainability, innovation, and the need to address inequality and disadvantage.

**RESOLVED** that Board Members submit any contributions regarding the draft vision statement and objectives to Dawn/Wendy by no later than noon on Monday, 7<sup>th</sup> September.

TDB51 Prioritisation Criteria

The Director – Regeneration and Housing (NBBC) presented the following draft list of prioritisation criteria for consideration by Board Members:

1. strategic fit - alignment with objectives
2. deliverability
3. alignment with consultation outcomes
4. co-funding/private investment
5. costs - is the project a capital bid.
6. additionality - does the project bring wider benefits.

Members recommended that careful consideration be given to rephrasing point 6. additionality, in order not to make the criteria too wide and ambitious.

It was also suggested that in regard to co-funding and private investment, a measurement be included relating to the opportunity to stimulate investment and wider economy.

The Chair recommended that more work be done on the criteria as it was vitally important the Board could give a reason to accept or reject projects during shortlisting.

**RESOLVED** that following further discussions with the TDDP, the amended criteria be submitted to the Board for further consideration.

TDB52 Updated Schedule of Issues

An updated schedule of issues was presented to the Board for approval.

**RESOLVED** that the schedule of issues be updated to include project information and be used as a project management tool.

TDB53 Task and Finish Group Update

The Director – Regeneration and Housing (NBBC) provided Board members with a verbal update on the huge amount of work being done by Task and Finish Groups in terms of evidence gathering and potential project development.

**RESOLVED** that thanks be extended to those working on Task and Finish Groups.

TDB54 Any other business

Concern was raised regarding the large volume of Towns Fund work being undertaken by the Director – Regeneration and Housing, alongside her other Council responsibilities and duties.

Councillor Jackson, leader of NBBC, confirmed that an Assistant Director was in post at the Council and that other resources had been identified to support the work.

**RESOLVED** that

- a) the Executive Director – Operations, Executive Director – Resources (NBBC) and the Director – Regeneration and Housing further consider ways to resource the work; and
- b) the Chair offered support from the Board membership if required.

TDB55 Date and time of the next meeting

Friday, 2<sup>nd</sup> October, 2020 – 10.00 am

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(Chair)

## SCHEDULE OF DECLARATIONS OF INTERESTS - TOWN DEAL BOARD

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



Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
<b>Councillor Julie Jackson</b>	<ul style="list-style-type: none"> <li>• Leader, Nuneaton and Bedworth Borough Council</li> <li>• Spouse/partner: Cleansing Driver, Nuneaton and Bedworth Borough Council, Swimming Teacher, Sports and Leisure Management</li> <li>• Owner of a property in Bedworth</li> <li>• Spouse/partner: owner of an allotment in Bedworth</li> </ul>	<ul style="list-style-type: none"> <li>• Nuneaton and Bedworth Community Enterprise Ltd</li> <li>• West Midlands Combined Authority</li> <li>• Coventry &amp; Warwickshire Local Enterprise Partnership (Substitute member)</li> <li>• Member, Labour Party</li> <li>• Member Association of Labour Councillors</li> <li>• Member of Unite the Union</li> <li>• Spouse/Partner: Member, Labour Party</li> <li>• Member, Unite the Union</li> <li>• Member, Bedworth Lions</li> </ul>	
<b>Jet Jones</b>	<ul style="list-style-type: none"> <li>• Diocese of Coventry, Together for Change (including Saints Nuneaton)</li> <li>• Director Renovate Solutions Ltd</li> <li>• Spouse/Partner: Renovate Solutions Ltd and All Nations Church, Wolverhampton</li> <li>• Together for Change lease Saints, Nuneaton</li> </ul>	<ul style="list-style-type: none"> <li>• Nexus ICA</li> <li>• All Nations Church, Wolverhampton</li> <li>• Education Strategy Board for NBBC</li> </ul>	
<b>Marcus Jones MP</b>	<ul style="list-style-type: none"> <li>• Member of Parliament for Nuneaton</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>Dr Julie Nugent</b>	<ul style="list-style-type: none"> <li>• Director of Skills and Productivity, West Midlands Combined Authority</li> </ul>		
<b>Councillor Neil Phillips</b>	<ul style="list-style-type: none"> <li>• Department of Work and Pensions</li> <li>• Spouse/Partner: Warwickshire County Council</li> <li>• Owner of a property in Nuneaton</li> </ul>	<ul style="list-style-type: none"> <li>• Member of A5 Steering Group</li> <li>• Member, Nuneaton Labour Group</li> <li>• Member, The Fabian Society,</li> <li>• Member, The George Eliot Society,</li> <li>• Member, The PCS Union</li> <li>• Member, Nuneaton Credit Union</li> <li>• Spouse/Partner: Member, Nuneaton Labour Party</li> <li>• Member, Nuneaton Credit Union</li> </ul>	

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
<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>• Spouse/Partner: Relations Manager, Christian Aid</li> <li>• North Warwickshire and South Leicestershire College Property/land: Hartshill School, The Nuneaton Academy and George Eliot School</li> <li>• Licence and lease from Warwickshire County Council for The Nuneaton Academy</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>• Vice-Chair, 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> </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>• Owner: Community Engagement Limited</li> <li>• Director: Engineering in Motion Ltd.</li> <li>• Spouse/Partner: Director Community Engagement Ltd.</li> </ul>	<ul style="list-style-type: none"> <li>• Chair – Coventry &amp; Warwickshire Place Board – Champions</li> <li>• Board Member – CWLEP Growth HUB</li> <li>• Board Member – Coventry City of Culture Place Board</li> <li>• Board Member – Coventry City of Culture Place Board</li> <li>• Board Member – Coventry City of Culture Place Board</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>• Spouse/Partner: Stores Supervisor, A-Dec Dental UK Ltd</li> <li>• Owner of a property in Nuneaton</li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Milby Nursery and Kids Club</li> </ul>	

<b>Name of Board Member</b>	<b>Disclosable Pecuniary Interest</b>	<b>Other Personal Interest</b>	<b>Dispensation</b>
<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>	

To deliver a step change for Nuneaton by 2030; Building upon our proud industrial heritage, our vision is to create a forward looking innovation and entrepreneurial centre in Northern Warwickshire, which helps to raise aspirations and skills, is supported by modern transport and digital infrastructure, and offers a diverse range of community, enterprise and leisure uses.

**1. Innovation and growth**

Create a resilient local economy which supports and enables new enterprise in Nuneaton, delivers more and better local jobs, and harnesses local innovation potential.

**2. Green Growth**

Embed environmental sustainability within our approach to contribute positively to the national and local Clean Growth Agendas.

**3. Leisure, culture and heritage**

Attract residents and visitors to the town by improving the leisure, cultural and heritage offer in Nuneaton, and ensuring that the offer is affordable and accessible to all.

**4. Sustainable transport**

Improve local transport infrastructure, prioritising sustainable modes, public transport and enhancing cycling and pedestrian connections and environments.

**5. Diversity town centre offer**

Diversify our urban realm to create a variety of residential & digitally enabled commercial accommodation, to facilitate start up, scale up, incubation and co-working spaces.

**6. Skills and employment**

Address low skills and aspiration by creating sustainable employment opportunities across a range of sectors and providing high quality, life-long training opportunities for all.

**7. Digitally-enabled growth**

Provide high quality digital infrastructure within the town centre, accompanied by provision of digital training and business support.

**8. Health and wellbeing**

Improve the health and wellbeing of the community and reduce inequality in comparison to the rest of Warwickshire.