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Date: 1st September, 2020

Our Ref: WEB

Dear Sir/Madam,

A meeting of the **TOWN DEAL BOARD** will be held at on Friday, 4th September, 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, Neil Phillips and Kris
Wilson.
Amanda Bourne, Uly Lyons,
Jet Jones, Marcus Jones (MP),
Julie Nugent, Lindsey Randle,
Les Ratcliffe, Adrian Stokes, and
Alison Thompson.

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 17th July, 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. UPDATE ON CONSULTATION – report of Director – Regeneration and Housing (NBBC), to follow.

6. PROJECT PLAN – report of Director – Regeneration and Housing (NBBC), to follow.

7. TOWN DEAL BOARD AIMS AND OBJECTIVES – report of Director – Regeneration and Housing (NBBC), to follow.

8. PRIORITISATION CRITERIA – verbal discussion.

9. UPDATED SCHEDULE OF ISSUES – to follow.

10. ANY OTHER BUSINESS

- Task & Finish Groups – verbal update

11. DATES AND TIMES OF FUTURE MEETINGS

Schedule of meetings:

- Friday, 2nd October, 2020 – 10.00 am
- 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

17th July, 2020

A meeting of the Town Deal Board was held on Friday, 17th July, 2020. 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

Councillor P. Butlin (WCC), Councillor Jeff Clarke (WCC), Councillor Julie Jackson (NBBC), Marcus Jones, (MP), Jose Lopes (Substitute for Dr. J. Nugent), Uly Lyons (Education Sector), Councillor Neil Phillips (NBBC), Les Ratcliffe (CWLEP), Alison Thompson (WCAVA) and Councillor Kris Wilson (NBBC).

Apologies: Dr J. Nugent (WMCA) and Adrian Stokes (Education Sector).

TDB36 **Chair's welcome and announcements**

The Chair welcomed all Board Members to the meeting.

TDB37 **Minutes** – to confirm the minutes of the meeting held on 19th June, 2020.

RESOLVED that the minutes of the meeting held on 19th June 2020, be confirmed and signed by the Chair.

TDB38 **Declarations of Interests**

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

RESOLVED that

- a) declarations of interest are as set out in the Schedule attached to these minutes;
- b) Adrian Stokes be notified that his declarations of interest are outstanding.

TDB39 **Town Investment Plan – Stage 1**

The Director – Regeneration and Housing, Nuneaton and Bedworth Borough Council (NBBC), submitted a report to provide the Board with information contained within the Town Investment Plan Templates, in relation to the content required for the Town Investment Plan (TIP).

Detailed guidance in relation to the Towns Fund programme was issued on 16th June 2020. A summary of that guidance was presented to Board at its meeting of 19th June, 2020. On 9th July, 2020, the TIP templates were published, as provided at Appendix A to the report.

The Board was informed that Julian Pye of Arup had been appointed as Nuneaton's Towns Fund Delivery Partner (TFDP) by the Ministry for Housing, Communities and Local Government (MHCLG). Julian would be invited to attend future meetings of the Board. Section 3.3 of the report listed the type of support available from the TFDP to help the Board develop the TIP and business cases.

RESOLVED that

- a) the contents of the report be noted; and
- b) Julian Pye be invited to all future meetings of the Board.

TDB40

Task and Finish Group Update

The Director – Regeneration and Housing (NBBC), gave a verbal update on the status of the formation of Task and Finish Groups, following an initial meeting with the group leads.

The Task and Finish groups that were agreed at the previous meeting of the Board, with the proposed leads were as follows:

- Integrated Transport Hub, Flood Alleviation and Highways – Lead: WCC – Catherine Marks
- Skills and Enterprise – Lead: Education Sector – Marion Plant and Uly Lyons
- Health – Lead: WNCCG – Jenni Northcote
- 5G – CWLEP/WMCA - Sarah Windrum and Zamurad Hussain
- Car Charging Points – WCC – Catherine Marks
- Cultural Facilities – NBBC – Catherine Nisbett
- Comms and Engagement – NBBC/Community Sector – Dawn Dawson and Abu Malek

Following discussions and concerns raised during the Task and Finish Group Leads' meeting, it was recommended to the Board that further clarification be sought from the TFDP regarding the proposed approach.

RESOLVED that

- a) Board Members contact the Chair if they wish to express an interest in being part of a Task and Finish Group, or with any other offers of support/contributions;
- b) a meeting be arranged with Arup to discuss the proposed approach; and
- c) a briefing note be sent to Board Members following those discussions.

TDB41 Communication Strategy Update

The Director – Regeneration and Housing (NBBC), introduced Adam Dent and Ryan Merriman of Advent, who had been commissioned to provide communication and consultation services.

Advent provided a verbal update on the communication strategy which included a proposal to launch a new website and social media accounts for MYTOWNNUNEATON. A copy of the proposed logo was submitted to the Board, along with text for a new website.

RESOLVED that

- a) the logo and website copy be approved; and
- b) the Board's email distribution list be checked, to ensure that all members received future board meeting papers and correspondence.

TDB42 Town's Fund Grant – Capital Projects Delivery By 31st March 2021

The Director – Regeneration and Housing (NBBC) submitted a report to provide the Board with information relating to the potential award of £1m advanced funding from the Towns Fund, for capital projects that could be completed by 31st March 2020.

The funding was for capital projects only, must be spent by 31st March 2020 and be used for projects that support towns in responding to immediate challenges, including;

- improvements to or new parks and green spaces and sustainable transport links;
- improvements to town centres including repurposing empty commercial properties;
- demolition or site remediation where this will have an immediate benefit.

The Board welcomed the funding and requested that when available, business cases be shared with members, especially for the the Co-op development.

The following matters were also raised by members for further consideration and response by the Director – Housing and Regeneration (NBBC):

- projects with a possible emphasis on youth and those graduating from colleges and schools where employment will be challenging, and opportunities for post 16 year olds to set up their own businesses;
- how many jobs might be created and if there were any interactions with Job Centre Plus.

Offers of help to deliver projects were made by representatives on behalf of Warwickshire County Council and the Coventry and Warwickshire Local Enterprise Partnership.

RESOLVED that

- a) the report be noted;
- b) once prepared, the business cases for the Co-op, and other projects, be shared with Board members;
- c) a Towns Fund project plan be finalised and provided to the Board.

TDB43 Any Other Business

RESOLVED that the Schedule of Issues be included as a standard item on the agenda.

TDB44 Date and time of the next meeting

RESOLVED that the schedule of future meetings be amended as follows:

- August – no meeting – update briefing notes
- Friday 4th September, 2020 – 10.00 am
- Friday 2nd October, 2020 – 10.00 am
- Friday 23rd October, 2020 – 10.00 am
- Friday 13th November, 2020 – 10.00 am
- Friday 11th December, 2020 – 10.00 am

(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 	
Ulysses Lyons	<ul style="list-style-type: none"> • CEO, Better Futures Multi Academy Trust 		
Dr Julie Nugent	<ul style="list-style-type: none"> • Director of Skills and Productivity, West Midlands Combined Authority 		
Councillor Neil Phillips	<ul style="list-style-type: none"> • Department of Work and Pensions • Spouse/Partner: Warwickshire County Council • Owner of a property in Nuneaton 	<ul style="list-style-type: none"> • Member of A5 Steering Group • Member, Nuneaton Labour Group • Member, The Fabian Society, • Member, The George Eliot Society, • Member, The PCS Union • Member, Nuneaton Credit Union • Spouse/Partner: Member, Nuneaton Labour Party • Member, Nuneaton Credit Union 	

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
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 • 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 		
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 	

Name of Board Member	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
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 	