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Date: 12 May 2023

Our Ref: JP

Dear Sir/Madam

A meeting of the **TOWN DEAL BOARD** will be held on Friday 19 May 2023 at 10.00 am, in Committee Room B, Town Hall, Coton Road, Nuneaton, CV11 5AA.

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.

AGENDA

TOUR OF MUSEUM AND VERBAL UPDATE

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 17 February 2023 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 9**). 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. COMMUNICATIONS UPDATE – verbal update to be provided by Marketing Manager
6. HIGHLIGHT REPORT – presented by the Programme Manager (NBBC) - attached.

7. ANY OTHER BUSINESS

- a) VNCP project to be formally closed

8. 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.

9. RISK REGISTER – presented by the Programme Manager (NBBC) - attached.

10. DATE OF NEXT MEETING

Friday 8 September 2023 at 10.00 am, Location - Nuneaton Museum

NUNEATON AND BEDWORTH BOROUGH COUNCIL

NUNEATON TOWN DEAL BOARD

17th February 2023

A meeting of the Town Deal Board was held on Friday, 17th February, 2023. The meeting was held at Saints, in Nuneaton town centre.

Present

Sean Farnell (CWLEP) - Chair

Present: Amanda Bourne, Councillor Jeff Clarke (WCC), Jet Jones, Tony O'Callaghan (WMCA, substitute for Dr. Julie Nugent), Marcus Jones MP, Stuart Noss, Marion Plant, Lindsey Randle, Les Ratcliffe (CWLEP) and Alison Thompson.

Officers in attendance: Ian Andrew (NBBC), Wendy Bolton (NBBC), Dawn Dawson (NBBC), Tom Hobbs (NBBC), Catherine Marks (WCC) and Sandy Johal.

Apologies: Councillor Peter Butlin (WCC), Councillor Clare Golby (NBBC), Uly Lyons, Dr Julie Nugent (WMCA), Patricia Willoughby and Councillor Kris Wilson (NBBC).

TDB165 Chair's welcome and announcements

The Chair welcomed Board members to the meeting and thanked Saints for hosting the Board meeting.

TDB166 Minutes

The minutes of the meeting held on 18th November, 2022, were confirmed and signed by the Chair.

TDB167 Declarations of Interests

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

TDB168 Saints

A tour of the Saints building took place, with particular interest in the proposed renovation and refurbishment of the first floor ballroom, restrooms and kitchen, which was to be funded by £600k of Towns Fund monies.

A Saints Progress Report for 2021/22 was attached to the agenda. A verbal update was provided by Jet Jones, Director of Regeneration and Community Transformation and CEO of 'Together For Change' for the Diocese of Coventry.

Consideration was given to the project's synergy with other Towns Fund and Transforming Nuneaton projects.

It was agreed that once the building purchase was completed a more overt communication piece be released detailing the Saints story and integration with other Transforming Nuneaton projects.

TDB169 Museum & Parks Project Update

The Programme Manager provided a verbal update on the status of the project. It was recognised that this was the flag ship project of the programme with it being a key cultural asset and its links to the wider visitor economy, but because of a funding gap there was a risk of the project not being delivered.

The Programme Manager reported that consideration had been given to reallocating some of the available funding from other projects to meet the shortfall for this key project:

- Digital Evolution - works now to be delivered by the private sector.
- Weddington Road Cycling Link - further design work had found that the project could be delivered for £500k less without any impact on outputs.
- Visiting Nuneaton: Changing Perspectives – it had been agreed that it would be challenging to deliver this public realm project alongside all the other project construction works happening at the same time in the same area. NBBC/WCC therefore had agreed to pause the project with a view to it being delivered at some point in the future when additional funding had been found.

It was noted that the Town Deal Board Chair had been consulted and given written approval to these changes. A Business Case had been submitted and approved by DLUCH in January 2023. Formal approval of the reallocation of funding was still awaited from government.

The Programme Manager reported that projects were still on track for completion by the fund deadline of March 2026.

TDB170 Digital Skills & Innovation Centre

The Programme Manager updated the Board on project developments since the last meeting. Planning permission had been received in January 2023 and BAM, the contractors, were moving forward with delivering the first stage of the Abbey Street project, now named 'Grayson Place' (a brochure was available on request). It was anticipated that the contract for final works would be signed later in the year.

It was noted that there would be an opportunity for the Town Deal Board to

have a site visit at an appropriate time.

It was reported that the contract with the college had been signed off and that there was a sense of excitement and optimism from college students, specialist restaurant staff and entrepreneurs.

TDB171 Towns Fund Communications

Consideration was given to the wider coordination opportunity for Transforming Nuneaton and Towns Fund projects communications. The Transforming Nuneaton Project Officer attended the meeting and informed the Board of the current media channels available. She expressed a desire to release joint communication messages.

It was agreed that the best approach was to share people's stories and perspectives, eg students, saints activity users, talking about the impact and difference the project is making to residents and their families. Consideration was also given to the need for a wider marketing strategy, eg the private sector market; the quality and benefit of producing professional brochures was discussed.

Consideration was given to the possibility of providing tours of the Abbey Street site to business and organisational groups, for example repeating the Town Centre Partnership site visit.

Consideration was also given to communicating how the programme could support residents during the cost of living crisis and the longer term plan to help solve some of those issues, eg potential recruitment and apprenticeship opportunities at the hotel. It was felt important to capture the message that the Hilton Hotel chain was enthusiastic about Nuneaton and who would use the hotel; and that more regional promotion work could be done recognising that the new King Edward College town centre campus was attracting students from around the region.

The Director for Regeneration & Housing recommended that a review of the content of Town Investment Plan would be helpful and consideration be given to how that content could be presented in a professional brochure. Whilst the Town Investment Plan vision supported Transforming Nuneaton they were currently not being linked together.

It was agreed that the personal message had up to now been missed for valid reasons but that it was now time to change gear with programme communications with an emphasis on marketing.

TDB172 Highlight Report

The Regeneration Programme Manager (NBBC) submitted a Highlight Report to update Board members on the status of the Towns Fund programme and individual projects. The report detailed the overall Towns

Fund programme financial status as at February 2023, the key risks and upcoming activities.

It was reported that projects were on track to deliver by the deadline, however there had been a change to delivery dates for the transport project due to timing on the network.

The content of the Highlight Report was noted.

TDB173 Communications and Engagement Plan

An updated rolling masterplan of Towns Fund communications and engagement was to be circulated following the meeting for information.

The NBBC Corporate Communications and Marketing Manager highlighted the following:

- Abbey Street Development - Grayson Place launch.
- Saints – pieces of work were imminent.
- Bridge to Living – pieces of work were imminent.

TDB174 Any Other Business

- a) Nuneaton Train Station - consultation had been commissioned on the strategic master plan for the area around the train station. Interest in workshops to be expressed to the Transforming Nuneaton Project Officer.
- b) The Programme Manager notified the Board that this was his last Board meeting before he took up a new position with Tamworth Borough Council. The Chair thanked Tom Hobbs for his work on the programme and expressed the Board's best wishes for the future.

TDB175 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 items, 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

TDB176 Risk Register

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

Consideration was given to contractor availability, however the Programme Manager reported that no issues had been identified at present.

The content of the current Risk Register was noted.

Chair of the Board

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 TC Partnership 	
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 	<ul style="list-style-type: none"> Coventry & Warwickshire Reinvestment Trust Ltd Coventry & Warwickshire Local Enterprise Partnership Ltd Growth Hub Business Solutions Ltd 	
Councillor C. Golby	<ul style="list-style-type: none"> IPT Administration Manager, Galliford Try Elected Member of Warwickshire County Council 	<ul style="list-style-type: none"> Bermuda Bridge Action Group Bermuda Phoenix Community Centre Management <p>Member of the following Outside</p>	

	<ul style="list-style-type: none"> Spouse: employed by RS Components 	Bodies: <ul style="list-style-type: none"> Coventry, Warwickshire and Hinckley and Bosworth Joint Committee District Leaders Local Enterprise Partnership Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) Nuneaton and Bedworth Home Improvement Agency NBBC representative on the George Eliot Hospital NHS Trust – Public/User Board NBBC representative on George Eliot Hospital NHS Foundation Trust Governors 	
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 Trustee of Bedworth Parish Church 	
Marcus Jones MP	<ul style="list-style-type: none"> Member of Parliament for Nuneaton Minister of State (Minister for Housing) in the Department for Levelling Up, Housing and Communities 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 		
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		
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 		
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 NBBS for services to support the voluntary and community sector Leases: Newtown Centre, Newtown Road, Nuneaton, CV11 4HG 		

	<p>and 1 Donnithorne Avenue, Nuneaton, CV10 7AF</p> <ul style="list-style-type: none"> • Spouse/Partner: A-Dec Dental UK Ltd • Owner of a property in Nuneaton 		
Councillor C.M. Watkins	<ul style="list-style-type: none"> • Landlord of a privately rented property 	<p>Representative on the following outside bodies:</p> <ul style="list-style-type: none"> • Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) 	
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 	