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Date: 5 April 2024

Our Ref: TDB/JP

Dear Sir/Madam

A meeting of the **TOWN DEAL BOARD** will be held on Friday 12 April 2024 at 12.00 noon.

There will be a site visit to the Hilton Hotel, Grayson Place. For those attending the site visit please remember to bring your safety footwear if you have any. We will meet at 11.55 am sharp outside the former Ritz bingo hall, CV11 5BX.

Following the site visit we will return to Committee Room B, Town Hall, Coton Road, CV11 5AA to continue the meeting.

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, Stuart Noss, Jet Jones, Marcus Jones (MP), Jenni Northcote, Lindsey Randle, Les Ratcliffe, Alison Thompson and Leo Pollak.

A G E N D A

Site visit to Hilton Hotel, Grayson Place in anticipation of approval of the Simplification Pathfinder – meet at 11.55 am sharp outside former Ritz Bingo Hall, just down from Nuneaton Methodist Church, 100 Abbey Street, CV11 5BX.

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 8 December 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. **SIMPLIFICATION PATHFINDER** -update by the Programme Manager (NBBC).
6. **HIGHLIGHT REPORT** – presented by the Programme Manager (NBBC) –

(attached).

7. ANY OTHER BUSINESS

a)

9. 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.

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

11. DATE OF NEXT MEETING

Friday 21 June 2024 at 12.00 noon, Location – TBC

Future meeting dates:

Friday 27 September 2024

Friday 3 January 2025

NUNEATON AND BEDWORTH BOROUGH COUNCIL

NUNEATON TOWN DEAL BOARD

8 December 2023

A meeting of the Town Deal Board was held on Friday 29 September 2023. The meeting was held at Nuneaton Museum, Riversley Park.

Present: Sean Farnell (CWLEP) – Chair, Alison Thompson, Councillor Jeff Clarke (WCC), Jet Jones, Les Ratcliffe, Lindsey Randle, Councillor Richard Smith (NBBC), Catherine Marks (WCC)

Officers in attendance: Ian Andrews (NBBC), Jo Pierson (NBBC) – Mins, Sandy Johal (NBBC), Tom Shardlow (NBBC)

Apologies: Stuart Noss (KEGS), Dr. Julie Nugent (WMCA), Marion Plant (NWSLC), Councillor Chris Watkins (NBBC), Councillor Clare Golby (NBBC), Jenni Northcote (GEH), Councillor Peter Butlin (WCC), Tony O’Callaghan, Amanda Bourne, Marcus Jones MP, Councillor Kris Wilson (NBBC)

TDB193 Chair’s welcome and announcements

The Chair welcomed Board members to the meeting.

TDB194 Minutes

Item TDB189 – Highlight Report - Wheat Street – “gone through process audit”, should say “gone through road safety audit”.

The minutes of the meeting held on 29 September 2023, were confirmed and signed by the Chair.

TDB195 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 Richard Smith’s – None.

TDB196 Simplification Pathfinder – presentation by Programme Manager

SJ gave a presentation which included details of what the pathfinder pilot is, NBBC has completed and submitted a light touch investment plan, what the governance would look like, board membership (assurance given that it is not an elected member led board, although member feedback is important) and a portfolio of the projects.

Questions/comments following presentation:

a) -SF - it provides a chance to reset the Board, will mean a slight change in the

constitution and an increased geography. However, wanted to review the members of the board anyway due to some non-attendance of some members.

ACTION: JP to send list of non-attendance over the last 12 months to SF.

- b) BPAH – small funding gap, applied to Sports England for additional funding.
- c) Board members have been identified in the ToR circulated prior to this meeting. It is important to ensure that local businesses are represented at these meetings.

ACTION: Current board members to provide feedback/comments on the ToR and whether the right people from their Dept are on the proposed new board by Friday 22 December 2023.

- d) TS informed that NBBC are doing a review of capital projects due to the inflation costs etc, report from consultants is due on 14 December, which will be followed by a report to Cabinet in January hopefully. SF stated should get a complete overview at our next meeting.

The ToR doesn't require approving at today's meeting. SJ has a meeting with DLUHC this afternoon and will be asking for an update on whether the Investment Plan has been accepted or not.

SF felt the "Simplification Pathfinder" was great news for the Borough, giving flexibility and brings all schemes under one roof, making feedback and decision making easier.

TDB197 Governance and Meeting Arrangements – Tom Shardlow (NBBC)

Councillor Kris Wilson has made a request that the timings of these meeting be reconsidered. NBBC's meetings are generally held in the evening, and he would like this Board to meet at the same time. SF has provided his view already via email, wanted to open it up to the wider board members.

A discussion took place. A lot of Councillors can't make day-time meetings due to work commitments. The only viable evening meeting due to MPs other commitments, along with the Chair would be a Friday evening. It was generally felt that this was unsuitable.

Virtual/hybrid meetings were discussed, but it is believed that constitutionally these can't take place.

Friday lunchtime, early morning or early evening meetings (16.00 pm) were considered.

A vote was taken: 1 in favour of evening meetings; 6 in favour of lunchtime.

ACTION: TS to feedback the above to Councillor Kris Wilson

TDB198

Highlight Report

The Regeneration Programme Manager (NBBC) submitted a Highlight Report (which had been circulated prior to the meeting) 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, the key risks and upcoming activities.

The costs for the projects have increased due to inflation, borrowing costs, etc. Therefore, all projects are being reviewed by an external consultant and the S151 Officer to see what projects can afford internally. As previously stated, we will receive the report on 14 December, take to Cabinet in January 2023.

- Digital Skills – SF spoke to Marion Plant about the completion date of Q1 2025 – she was unaware the date had changed from Q2 2024. Need to be mindful of communicating changes at all stages between project leads and board members.
Post meeting note: Meetings have been taking place between Queensbury/NBBC and the College giving updates on timescales, etc.
- George Eliot VC - New architect engaged, working on preferred option, reapply for Planning permission in new year. Timelines have moved, however it's not a big project, confident will spend funding in the timeframe. Anticipated completion October 2024.
- Saints - First floor refurb works – PCSA tender received no returns, agreed to direct award. Funding won't move over to Saints, NBBC would be invoiced for the cost of the works. JJ working with Newdigate Builders who seem keen to put a quote in for the works, deadline 11 December 2023.

SF declared an interest – he has a client who works in construction, specifically churches. Will pass details to JJ.

JJ informed there has been an issue with lease being signed by NBBC, delay since April 2023. This has a knock-on effect on budgets, once the lease is signed Saints receive the income from the flats above, currently budget down by £21,000, although has been promised this will be backdated, however not sure the correct amount has been invoiced for. Have people who are desperate for homes but can't do anything until the lease is signed. The lease not being signed is having a big impact on medium size charity income.

TS informed that SF had raised this last week at Chairs briefing. TS has spoken to NBBC's solicitors and Land and Property team, he will chase it again. Requested JJ includes him in any concerns going forward. TS had

been assured contact had been made to JJ's solicitor, JJ stated it was just to see what was outstanding. SF asked to be kept informed as well, feels communication is falling down here as well.

JJ stated the first time she gets to see the Highlight Dashboard is when it is circulated at these meetings. SJ will speak to Project lead to share beforehand.

ACTION: SF to pass contact details of contractor to JJ
TS to chase signing of the Saints lease
Highlight dashboard to be shared with project leads before meeting.

- SF wants direct feedback from Project Leads into the Board, really keen to have a presentation from a project at each meeting to get an update on project.

ACTION: SJ/JP to ensure this happens going forward.

- Museum/Parks - On pause until had review report back.
- Wheat Street - works commence Q2 25/26, works won't be carried out on network at same time as Corporation Street. Completion Q4 25/26
- Corporation Street - is programmed to take place before Wheat Street, completion Q1 25/26.
- Weddington Road - it has been confirmed from NBBC that this project would be paused, and the funding reallocated to one of our other projects. However, the decision needs to be formally ratified at Cabinet.
- E-mobility – units active by mid 2024. SF queried how many units there would be. SJ to confirm. *Post meeting note – Phase 1 – 7 EV points as part of hotel, Phase 2 – 33 EV points as part of multi-storey car park.*

TDB199 Any Other Business

LR (MIRA) – works with a lot of construction companies, can provide details if it will help.

TDB200 Exclusion of the Public and Press

Under Section 100A(4) of the Local Government Act 9172, 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 on the description specified in paragraph (iii) of Part I of Schedule 12A to the Act.

CONFIDENTIAL ITEM

TDB201 Risk register

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

Previous minutes stated include spend deadline as a risk, however already on at number 14.

JJ keeps getting calls from the press asking for updates on Saints. Not sure how to respond. Feels the project leads reputation should be included on the risk register.

IA is very happy to assist outside the meeting on how to respond to the press.

ACTION: SJ update number 9 on risk register.
Provide support to project leads on how to respond to the press.

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 of Warwickshire County Council – Communities Overview and Scrutiny Committee Owner of a property in Nuneaton 	<ul style="list-style-type: none"> 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 HM Treasurer of the Household (Deputy Chief 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 		

Marion Plant (Vice Chair)	<p>Care Officer WNCCG</p> <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 and 1 Donnithorne Avenue, Nuneaton, CV10 7AF 		

	<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 	