

Minutes of Sandwell Towns Fund Superboard

Thursday, 20 January 2022 at 3.00 pm
Meeting not open to the public

Present: J Thompson (Chair)
A Eggington, C Hinson, Cllr K Carmichael, G Layer, J Morris
MP, M Davis, J Spellar MP and S Shingadia.

Also present: A Bell, Sandwell and West Birmingham NHS Trust
J Dennison, Canal and River Trust
J Bailey, Sandwell College
S Griffiths, Sandwell College

T McGovern, Director of Regeneration and Growth
J Langford, Towns Fund Programme Manager
A Oxley, Senior Planning Regeneration Officer
A Reynolds, Senior Planning Regeneration Officer
C Felicio, Planning Regeneration Support Officer
J Singh, Senior Planning Regeneration Officer
M Evans, West Bromwich Town Hall Project Manager
J Lillystone, Service Manager - Tourism, Culture and Leisure
E Blackwood, Ron Davis Centre Expansion Project Lead



19/21 Welcome and Opening Remarks

Jude Thompson welcomed attendees to the meeting of the Sandwell Towns Fund Superboard and thanked Chris Hinson for deputising as chair in last Superboard meeting held in November 2021.

Chair invited Cllr Kerrie Carmichael, Leader of Sandwell MBC, to make opening remarks. Cllr Carmichael thanked the board for their work to date and advised she was looking forward to developing a more detailed understanding of the programme in due course.

20/21 Apologies

Apologies for absence were received from the following Superboard members:

- Kim Bromley-Derry, SMBC Interim Chief Executive
- Michael Jarrett, SMBC Director of Children and Education
- Alan Taylor, Chair of the Smethwick Local Board
- Geoff Foster, SVCO

21/21 Minutes

The minutes of the meeting held on 25 November 2021 were agreed as a correct record.

22/21 Declarations of Interest

No new declarations of interest were received.

Existing and continued declarations from previous meetings: -

- Adrian Eggington, Chair of Rowley Regis Local Board: Interest in Shaftesbury House site so will refrain from discussion with regards to West Bromwich Sandwell Civil and Mechanical Engineering Centre Project
- Nicola Richards, MP West Bromwich East Constituency: Trustee of the Albion Foundation
- Alan Taylor, Chair of Smethwick Local Board in relation to any matters relating to Sandwell College
- Geoff Layer, SVCO in relation to any matters relating to University of Wolverhampton

- Graham Pennington, Sandwell College in relation to any matters relating to Sandwell College

23/21 Towns Fund Programme Update

Jude Thompson introduced Jenna Langford, Towns Fund Programme Manager, to present an overview of the programme progress. Key points for board consideration were:

- The Albion Foundation withdrew Smethwick's Albion Family in the Park project due to a number of practical issues hampering project development and delivery.
- In light of the above, the 6% reduction to all projects in Smethwick (as a result of not achieving full grant ask) is no longer required as the costs allocated for Albion in the Park can now be reallocated between remaining projects (with the exception of Smethwick Connected). A project adjustment form has been completed and will be submitted to DLUHC.
- Feedback has been received from DLUHC on the Digital Den project. Officers are working with Government and project team to provide supporting information where requested.

Board were updated with regards to the programme risk register. There are no longer any remaining red risks across the programme. The audit committee agrees with this assessment which is positive news and reflects recent work to explore efficiencies in procedure through the assurance panel process.

The programme is now moving into delivery stage rather than development. This will require a revision of the risk register to reflect these changes going forward.

Jenna proceeded to provide a brief town by town update to board members on the projects not covered in today's agenda.

West Bromwich: Full Business Cases (FBC) are progressing well. A number of projects will require further tweaks to the FBC as a result of the assurance panel review in advance of final submission to DLUHC. Brief overview of the projects not covered on today's meeting - none of which are red rated (i.e. in danger of slippage).

Smethwick: Projects will receive their 6% reallocation (with the exception of Smethwick Connected). Brief overview of the projects not covered on today's meeting - none of which are red rated (i.e. in danger of slippage).

Austin Bell advises that the planning application for the Midland Metropolitan Learning Campus has been submitted to the LPA this week.

John Spellar MP voiced support for both Midland Met Learning Campus and the Grove Lane projects as priority sites given these have the most transformational scope in his view.

Rowley Regis: FBCs are progressing, all projects are currently in line with expectations other than the Blackheath Bus Interchange Project which is currently red rated. Work is underway to bring that project back into acceptable tolerances.

Town Board Chairs were invited to provide an update of discussions at Local Board meetings.

West Bromwich

Chris Hinson provided an update of the board meeting that took place this week. Everything is progressing well with regards the outstanding projects. Board are happy with progress and have been highly engaged in the process to date. Questions invited but none forthcoming.

Rowley Regis

Adrian Eggington provided a brief update on the local board meeting that took place last week. The board had been updated on the progress of the outstanding FBCs.

Risk had been a topic of conversation, particularly in light of recent hyperinflation of material costs. Methods to control these costs are being explored at individual project level.

Blackheath Bus Interchange has been a challenging project, but signs of improvement are there, and much work is being done on this project by the project team.

Smethwick

Jenna Langford provided an update in place of Alan Taylor. Last meeting of the local board was positive and board members continue to be supportive of projects.

Albion in the Park no longer part of the Towns Fund Programme. The 6% reallocation to projects will hopefully help some of the aforementioned issues surrounding material/ cost inflation experienced recently in the market.

24/21 Town Hall Quarter Full Business Case

This agenda item has changed since the publishing of board papers. The Chair provided an overview advising that that board members will not receive the FBC for agreement during this meeting and that this item will return to February Superboard. Chair invited Jane Lillystone, SMBC, to elaborate.

Jane confirmed the above. FBC requires some amendment which has been identified through the assurance panel review. The BCR is expected to remain strong and match funding remains unchanged. The FBC is on track for submission to the internal assurance panel next week.

25/21 Ron Davis Centre Expansion Full Business Case

Erroll Blackwood, SMBC, provided a brief overview of the project and recent progress on the FBC. The project is with a modular based construction method to alleviate cost pressures, this is standard industry practice for such a facility and has a 60+ year life span. The FBC has been submitted for internal review.

Jenna Langford advised that, having just attended a meeting with the consultancy group, that the BCR is likely to be revised up in due course, which will improve prospects of DLUHC approval.

John Spellar MP raised a question of whether a higher density, multi-storey development had been considered.

Errol advised that this had been considered but was deemed to be unfeasible for a number of practical and economical reasons for this particular project.

John asked that this be considered across all projects in an attempt to bolster housing numbers across the borough.

Tony McGovern, Director of Regeneration and Growth, assured board members that densification was something the Council are actively seeking to achieve in the appropriate locations.

Vote: Agreement of the Full Business Case for the Smethwick Ron Davis Centre Expansion Project including project adjustment and approval for submission.

Vote passed unanimously.

26/21 Rolfe Street Canalside Regeneration Full Business Case

Hayley Insley, SMBC, provided an overview of the Rolfe Street project and the development of the FBC. The project is concerned with demolition and remediation of the site in Smethwick.

FBC development has been progressing at pace over recent weeks. There have been a number of improvements to the identified outputs within the FBC. As a result, the benefit-cost-ratio (BCR) calculations have increased to 2.7. This represents high value for money.

The risk register has been developed and will be attached to the submission. Future investment of c. £23m will be required to fully bring the site forward for development but the de-risking completed as part of this project will make the project more commercially attractive to investors in order to attract this investment.

Some minor alterations/ tweaks expected to be required to the FBC over the coming weeks as it is assessed by the assurance panel.

Vote: Agreement of the Full Business Case for the Smethwick Rolfe Street Canalside Regeneration Project including project adjustment and approval for submission.

Vote passed unanimously.

27/21 Smethwick Walking and Cycling Infrastructure Full Business Case

Andy Miller, SMBC, provided an overview of the Smethwick Walking and Cycling Project and associated progress of the FBC.

Board received a summary of the project context, which is forming part of the strategic case, this included the rationale and links to the wider active travel network. Within the economic case the BCR has been calculated at 2.92, which offers high value for money.

Key risks were identified to board members these included:

- Further COVID implications which could result in delivery delays
- Objections to detailed design
- Unforeseen practical issues such as ground conditions

Financial case has identified a number of ongoing revenue costs, these will be met by SMBC as part of the existing highways maintenance works.

Board were given an overview of management and commercial cases, including proposed procurement route. It is expected that this project can be procured through existing frameworks.

John Spellar MP raised concerns at this point with regard the use of existing schemes and questioned the benefit against the disruption caused via implementation.

Andy Miller advised that the routes, of which these initial phases are only a small part of, will need to be fully complete before the true benefits/ take up can be delivered and that, whilst disruption is inevitable when undertaking works to public highway, any disturbance will only be temporary. No vehicular carriageway is to be removed in the long term as part of these schemes.

Jude Thompson pointed out that, given the seasonal nature of active travel, it is likely that usage will increase as the weather improves.

Vote: Agreement of the Full Business Case for the Smethwick Walking and Cycling Infrastructure Project and approval for submission.

Vote passed by majority.

28/21 Rowley Regis Satellite Education Hub Full Business Case

Simon Griffiths, Sandwell College, provided an update to local board on the Rowley Satellite Education Hub.

The project was taken to the Rowley Regis Local Board last week. Discussions with board members were positive. A number of minor amends has been made following feedback with both partners and local board.

Questions invited, none forthcoming.

Vote: Agreement of the Full Business Case for Rowley Regis Satellite Education Hub Project including project adjustment and approval for submission.

Vote passed unanimously.

29/21 Canal Network Connectivity Full Business Case

Adrian Eggington introduced the project and project manager, James Dennison. Advised board that the Local Board were very supportive of this project, it has not been without challenge with regards costings, but much positive work has been undertaken to address this.

James Dennison provided an overview of the progress with the FBC and each of the cases.

As part of the strategic case, board were reminded of the project objectives which include a series of towpath and access improvements. This is envisaged to generally improve the active travel infrastructure and therefore encourage additional usage.

The economic case is robust and the BCR is currently showing very high value for money. Further tweaks to the BCR are expected, although it is still envisaged that this will remain very strong.

A number of risks were outlined to board members including hyperinflation of material and labour; however, overall funding should accommodate costs identified within the FBC. Total project value of £2.3m.

CRT are well versed in the delivery of such projects and are able to lean upon this vast experience and associated project management techniques within the management case.

Procurement scoping will be ongoing, although a number of exercises have already been conducted with both CRT and SMBC framework providers. There is a programme of consultation and engagement which will be attached to the programme, this will mainly focus on raising awareness.

John Spellar MP offered support for the project, outlining the importance of improved lighting and access points. Urged project team to explore further funding to increase scope where possible.

Vote: Agreement of the Full Business Case for Rowley Regis Canal Network Connectivity Project and approval for submission.

Vote passed unanimously.

30/21 Any Other Business

Question from James Morris MP with regards Blackheath Bus Interchange. Will the FBC be submitted after upcoming local elections?

Response from Andy Millar - no, only the detailed consultation will occur after. FBC will be submitted in advance of local elections as per existing programme timelines.

31/21 Closing Remarks

Jude Thompson thanked board members for their attendance and input. Thanked project leads for their presentations and continued engagement. Meeting closed.

Meeting ended at 16:20

Contact: town_deal@sandwell.gov.uk

Additional Papers

32/21 Assurance Panel - 24 January 2022

Minutes of the Assurance Panel meeting held 24 January 2022.

33/21 Assurance Panel - 8 February 2022

Minutes of the Assurance Panel meeting held 8 February 2022.

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Sandwell Town Deal Assurance Panel Notes

24 January 2022 at 13.30
This meeting will be held online.

Attendees:	Tony McGovern; Simone Hines; Cllr Iqbal Padda; Jude Thompson; Jenna Langford; Emma Parkes; Matthew Driver, Joanne Wrotchford.
Apologies:	None

Item No.	Item Description	Responsible Officer
1.0	Welcome and Opening Remarks	Tony McGovern
1.1	The Chair welcomed all to the Assurance Panel and outlined the items for discussion as per the agenda.	
2.0	Draft Terms of Reference (ToR) To agree draft terms of reference for the Assurance Panel.	Jenna Langford
2.1	Formal delegated authority was given by SMBC Cabinet (924 November 2021) for the Assurance Panel to sign-off Full Business Cases for the Tranche 3 Towns Fund projects and submit to DLUHC by the 24 March 2022.	
2.2	Agreed draft ToR subject to the below revisions: <ul style="list-style-type: none"> • Town Deal Chair agreed to delegate authority to Local Board Chair(s), should he not be able to attend an Assurance Panel, and to authorise signature on Project Summary documents; • Deputy S151 Officer to be included as authorised signatory and can attend the Assurance Panel on behalf of the S151 Officer; • Agreed for Minutes of the Assurance Panel to be published on Mod.Gov. 	
2.3	Action: Revised ToR to be presented to next Assurance Panel for final sign-off (8 February 2022).	PMO
3.0	Smethwick Town Deal Funding Allocations To advise the panel of amends to the Smethwick project funding allocations and seek agreement for Project Documentation to be amended accordingly.	Jenna Langford



Item No.	Item Description	Responsible Officer
3.1	Panel members were advised that a number of the Smethwick Projects (subject to DLUHC approval) will see their Towns Fund Allocations increase to the amounts allocated prior to the 6% reduction being applied.	
3.2	The effected projects are: <ul style="list-style-type: none"> • Ron Davis Centre; • Rolfe Street Canal-side; • Grove Lane; • Midland Met Learning Campus. 	
3.3	It is proposed, that the project summary documents will be amended by the Programme Management Office, to reflect the increase in TF allocation.	
3.4	Agreed.	
4.0	Ron Davis Centre Expansion, Smethwick Panel to consider report, and if agreed, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	SIU
4.1	SIU report provided and includes the review of the Strategic and Management Cases.	
4.2	The Financial, Economic and Commercial Cases (FEC) were to be reviewed by Mott MacDonald's, however the full FEC review had not been received.	
4.3	Action: Project Adjustment Form to be provided to DLUHC to note the change of classroom reduction from 3>2. This will also note the increase in Towns Fund ask as reported under Agenda Item 3.	PMO
4.4	Action: Outstanding FEC to be provided, and any actions to be addressed.	PMO/ Project Team
4.5	Agreed: Project to be resubmitted to the Assurance Panel 8 February 2022 for consideration.	
5.0	Rolfe Street Canalside Regeneration, Smethwick Panel to consider report, and if agreed, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	SIU
5.1	SIU have submitted a report which reviews the Strategic, Financial, Economic, Commercial and Management Cases.	
5.2	Action: FBC to be updated to reflect that the housing delivery may be through either a joint venture or disposal via a development agreement.	PMO
5.3	Action: In-line with recommendation 2 the PMO will submit Project Adjustment to reflect the reduction in residential units from 125>115. This will also note the increase in Towns Fund ask as reported under Agenda Item 3.	PMO



Item No.	Item Description	Responsible Officer
5.4	Note: with regard to recommendation 3 that this project will increase from £1.88m to £2m and as such will have increased contingency (subject to DLUHC approval).	
5.5	Action: Recommendation 4 be amended to reflect the most viable delivery option that delivers 115 residential units will be perused.	SIU
5.6	Note: Subsidy advice has been sought from consultants Bevan Brittan. When considering delivery mechanism, the subsidy advice will need to be considered.	
5.7	Approved: Summary Document to be drafted for signature.	
6.0	Rowley Regis Satellite Education Hub Panel to consider report, and if agreed, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	SIU
6.1	SIU have submitted a report which reviews the Strategic, Financial, Economic, Commercial and Management Cases.	
6.2	Action: Commercial Case review needs to be amended to reflect that the Council are not in partnership with the College in-terms of Delivery. The role of the council is Accountable Body to passport funds. An agreement on this basis is being drafted.	SIU
6.3	Action: Project Adjustment is required to account for new learners reducing from 505>475.	PMO
6.4	Approved: Summary Document to be drafted for signature.	
7.0	Town Hall Quarter Panel to consider report and if agreed, and subject to approval of the Director for Borough Economy, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	SIU
7.1	SIU have submitted a report which reviews the Strategic, Financial, Economic, Commercial and Management Cases.	
7.2	Note: The Director of Borough Economy called in the Full Business Case, requesting further clarity be included within the FBC with regard to the phases 2 & 3 of the project. The full project is a phased approach. The Towns Fund grant will only deliver Phase 1 (Restoration and Renovation) but will unlock phases II & III, subject to further external funding being secured.	
7.3	Action: Project to be considered at Assurance Panel on the 21 February 2022.	PMO
8.0	AOB	All
8.1	None raised.	



Item No.	Item Description	Responsible Officer
9.0	Date of next Assurance Panel	For Information
9.1	21 February 2022, 10.30 hours.	



Representative	
Chair	Tony McGovern, Director Regeneration & Growth, Sandwell MBC
Assurance Panel Members	Jude Thompson, Chair of Sandwell Superboard Simone Hines, SMBC Director of Finance, S151 Officer Cllr Iqbal Padda, SMBC Cabinet Member Regeneration & Growth
SMBC Officers (attending in advisory capacity)	Jenna Langford Emma Parkes Matthew Driver Joanne Wrotchford



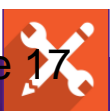
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Sandwell Town Deal Assurance Panel Notes

8 February 2022 at 13.00
This meeting will be held online.

Attendees:	Tony McGovern; Simone Hines; Cllr Iqbal Padda; Jude Thompson; Jenna Langford; Emma Parkes; Matthew Driver.
Apologies:	Joanne Wrotchford – Attendance was not required as colleague Matt Driver reviewed Full Business Cases that was presented to the Panel on 8 February 2022.

Item No.	Item Description	Responsible Officer
1.0	Welcome and Opening Remarks	Tony McGovern
1.1	The Chair welcomed all to the Assurance Panel and outlined the items for discussion as per the agenda.	
2.0	Actions of Previous Panel – 24 January 2022 To agree actions have been recorded accurately, review progress and to confirm they can be published via Mod.Gov.	Tony McGovern
2.1	Updates have been recorded on the attached action log.	
2.2	Agreed: Minutes of the meeting held 24 January 2022 to be uploaded onto Mod.Gov.	
3.0	Draft Terms of Reference To agree draft terms of reference for the Assurance Panel.	Jenna Langford
3.1	Confirmation provided that the following revisions have been made to the Terms of Reference as per the request made on 24 January 2022: - <ul style="list-style-type: none"> • Town Deal Chair agreed to delegate authority to Local Board Chair(s), should he not be able to attend an Assurance Panel, and to authorise signature on Project Summary documents; • Deputy S151 Officer to be included as authorised signatory and can attend the Assurance Panel on behalf of the S151 Officer; • Agreed for Minutes of the Assurance Panel to be published on Mod.Gov. 	
3.2	Agreed: Terms of Reference signed off by Assurance Panel.	



Item No.	Item Description	Responsible Officer
<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p> <p>4.6</p>	<p>Ron Davis Centre (resubmission) Panel to consider report and approve for the Project Summary document to be submitted to DLUHC 24 March 2022.</p> <p>An updated Full Business Case findings report was presented to Assurance Panel Members, of which included more detail around the review feedback on the Financial, Economic and Commercial Case.</p> <p>A detailed discussion took place around the commercial case and the procurement approach.</p> <p>Assurance Panel Members made the following recommendations: -</p> <p>Action: Ron Davis Project Team to provide a breakdown of project costs to ensure no issues with affording project delivery.</p> <p>Action: Ron Davis Project Team to provide assurance of resource should design work be conducted in-house.</p> <p>Action: Ron Davis Project Team to consider a suitable framework agreement that delivers construction only projects.</p> <p>Action: In line with actions 4.5 and 4.6, Ron Davis Project Team to confirm the procurement route.</p> <p>Action: Ron Davis project BCR to be sense checked following procurement route confirmation.</p>	<p>PMO</p>
<p>5.0</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p>Canal Connectivity Panel to consider report and approve for the Project Summary document to be submitted to DLUHC 24 March 2022.</p> <p>A Full Business Case findings report was presented to Assurance Panel Members. SIU conducted a review on the Strategic and Management Cases. No issues were identified, and no specific recommendations have been made.</p> <p>A review of the Financial, Economic and Commercial Cases were conducted by Mott MacDonald. Recommendations involved the inclusion of the approach taken to soft market research, detail around risk transfer between CRT and contractor and further breakdown of capital costs to be included within FBC.</p> <p>All review recommendations have been addressed by the Project Team.</p> <p>Agreed: Project Summary Document to be prepared and proceed with the submission to DLUHC process.</p>	<p>SIU/PMO</p>
<p>6.0</p>	<p>Smethwick Walking & Cycling Panel to consider report and approve for the Project Summary document to be submitted to DLUHC 24 March 2022.</p>	<p>SIU</p>



Item No.	Item Description	Responsible Officer
6.1	A Full Business Case findings report was presented to Assurance Panel Members. SIU conducted a review of all five cases.	
6.2	A discussion took place regarding recommendation 2 and if there is a need to conduct a specific sensitivity analysis, given the project team have used the same approach used by the Department of Transport.	
6.3	Panel Members noted the indicative costs within the FBC as detailed costings are not available. The panel were advised transportation projects have more access to alternative funds should additional funding be required.	
6.4	Action: SIU to amend Recommendation 2 to read 'It is noted that no sensitivity analysis has been undertaken, however the project team have used Web Tag, a system that is Greenbook compliant'.	
6.5	Agreed: Project Summary Document to be prepared and proceed with the submission to DLUHC process.	
8.0	AOB	Tony McGovern
8.1	None raised.	
9.0	Date of next Assurance Panel 21 February 2022, 10.30.	For Information



Representative	
Chair	Tony McGovern, Director Regeneration & Growth, Sandwell MBC
Assurance Panel Members	Jude Thompson, Chair of Sandwell Superboard Simone Hines, SMBC Director of Finance, S151 Officer Cllr Iqbal Padda, SMBC Cabinet Member Regeneration & Growth
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