

# Meeting Notes – Rowley Regis Town Deal Board

25<sup>th</sup> May 2023 12:30 – 14:00

**Present:** A Eggington (Chair), J Thompson (Vice-Chair), D Harrold, K Harris, L Bird, J Morris MP, Cllr P Hughes, Cllr V Smith

**Also Present:** A Reynolds, M Farid, R Rahim, T McGovern and R Barrett-Price.

Item No.	Item Description
1.0	<p><b>Welcome and Opening Remarks</b></p> <p>The Chair welcomed board members to the meeting before outlining the agenda items for discussion</p>
2.0	<p><b>Apologies</b></p> <p>To receive any apologies for absence.</p> <p>Apologies were received from the following board members: -</p> <ul style="list-style-type: none"><li>• Jenna Langford – SMBC</li><li>• Sandeep Shingadia</li><li>• Andy Miller – SMBC</li></ul>
3.0	<p><b>Minutes and Action Log</b></p> <p>To confirm the minutes of the meeting held on 23 February 2023 as a correct record.</p> <p><u>Minutes</u> Board members agreed minutes of the Local Board meeting held on 23 February 2023 were a correct record.</p> <p><u>Action Log</u> Updates recorded on the attached Action Log.</p>
4.0	<p><b>Declarations of Interests</b></p> <p>To receive any declarations of interest from board members relating to any item on the agenda.</p> <p>The Chair asked board members to raise any declarations of interests.</p> <p>Cllr V Smith expressed she raised a declaration of interest at another meeting where the Satellite Education Hub was discussed.</p>
5.0	<p><b>Governance Arrangements</b></p> <ul style="list-style-type: none"><li>• Changes to Board membership following elections</li><li>• Proposed update to Terms of Reference</li></ul> <p>There are two suggestions for updating the Terms of Reference:</p> <ul style="list-style-type: none"><li>- Terms of Reference to be updated so it is clear that its required to update Register of Interest on an annual basis and any interest and on appointment which was agreed by Board Members</li><li>- Scheme of delegation has been updated regarding potential sunken/abortive costs to project budget i.e. where contractors have been changed. It was initially suggested £5k or 10% of individual budget lines.</li></ul>

However, comments were made at other Town Deal Boards and not in agreement of this and suggested otherwise based on the size of projects. The document will be updated by PMO and circulated for approval.

The following comments were made regarding the suggestions:

It was clarified it would be 10% of individual line budget, rather than of the whole project. For example, a smaller project of £300,000, £5k would be applicable. Some board members from other board felt a percentage wasn't suitable and a set figure would be better. It was agreed more work is required regarding these suggestions and PMO will share with board members once updated.

It was enquired what would the governance arrangement be in the meantime until approval. PMO clarified Chairs/Board Members would be contacted for review. However, there are none forthcoming for Rowley Regis currently.

Appointments to annual allocations for town leads are done on an annual basis. There have been some changes this week and PMO will arrange an introduction meeting for the Chair and newly elected members.

The Cabinet Portfolio holder is still the same for Rowley Regis and new members have been elected for Town Lead and Deputy Lead.

**Action: PMO to setup introduction meeting between Chair and newly elected members.**

PMO informed board members of new allocations – Cllr Webb and Cllr Millard. They will be joining the Board and will be invited to future meetings.

**Action: PMO to invite new board members to future meetings.**

## 6.0 Project Reporting

To receive an update on project progress and monitoring information for the period of Jan – Mar 2023.

Board members received Item 6a - Rowley Regis Town Deal Board Reporting Jan – March 2023 prior to the board meeting. This appendix was shared on screen to provide an update on project progress.

The following discussions were held as a result of the information presented: -

A report will be submitted to DLUHC on 9<sup>th</sup> June of all submissions/project progress received up until 31<sup>st</sup> March 2023. There is some slippage to future years. DLUHC have suggested staggered payments for this financial year.

### Britannia Park

This project has been RAG rated 3 due to slippage into future years. There is still ongoing review into the design of the changing rooms. There have been some discussions with the Football foundation regarding the standard requirements of changing rooms. Architects are currently relooking at designs. The build is changed from modern method of construction to traditionally build as the cost was coming in the same.

The project lead reported that the grounds for the allotments have had some soil testing and it's not suitable for growing. Project leads are looking at alternative options.

Land remediation is coming back as overbudget. The play equipment is being looked into and design works are being reviewed. Project is on target to complete in March 2024.

Board members made comments regarding the changing rooms.  
Regarding soil beds, can we get Ideal for All involved?

#### Rowley Regis Satellite Education Hub

Project lead provided an update.

A planning application has been submitted and a number of concerns have been raised. Building drawing, plans, courses were shared on screen. A board member raised there have been concerns regarding courses and not enough level 3 courses are being offered. Traineeships will be removed from the course list due to de-funding.

It was queried regarding age range of students. There's a 70/30 split of young and adult learners. Discussions took place at the planning committee around car parking. It was asked what is being considered regarding the concerns. The college offers free bus passes and it was suggested to offer free rail passes also. A suggestion was also made if students can provide an economic need, a parking permit can be offered. There are pre-existing underutilised car parks within close proximity which can help with parking concerns. The College and SMBC are working on presenting further information as requested at the Planning Committee relating to student demographic, car parking options, site selection and member consultation. It was requested for this information to be shared with members in confidence.

**Action: PMO to share car park information with board members in the next 2 weeks.**

A board member commented they were pleased to see EHCP provision at the facility.

#### Rowley Regis Connected

There are delays for this project with regards to moving funding to 2023/24. There is staffing issues currently as the current project lead is currently on sick leave.

CCTV is currently being procured so pedestrian and cycling can be captured as DLUHC would like ongoing data.

#### Blackheath Bus Interchange

There has been agreement no expenditure would be claimed until final BCR is complete, so funding has been pushed into future years. There is some match funding which has been assigned to the project. External consultant will be appointed in the interim whilst project lead is off.

*Chair left the meeting. Vice-Chair stepped in.*

#### Canal Network Connectivity

This project is on target and ahead of schedule. The project lead has offered to do a site visit. All payment has been received for this financial year.

A board commented on the progress of the project after having visited it personally.

## **7.0 Forward Plans**

To receive an update on the forward plans:

- Press release/publicity

	<ul style="list-style-type: none"> <li>• Site visits</li> </ul> <p>There are plans to do a site visit to Canal Network Connectivity in the coming months. Board members were asked to make suggestions should they wish for specific projects to have site visits.</p> <p>There are plans to draft a press release end of June if Satellite Education Hub planning application is favourable and for Britannia Park once works start with play area and/or changing rooms.</p> <p>PMO will be working with Comms for project promotions using the hoarding at West Bromwich Town Hall and other shop fronts.</p>
<b>8.0</b>	<p><b>Any Other Business</b></p> <p>None.</p>
<b>9.0</b>	<p><b>Closing Remarks</b></p> <p>The Vice-Chair thanked board members for their attendance and contributions to the meeting and closed the meeting at 14:03.</p>