

Minutes of Rowley Regis Town Deal Board

**Thursday, 23 November 2023 at 1.00 pm
at This meeting will be held online.**

Present: A Eggington (Chair), J Thompson (Vice-Chair), Cllr K Carmichael, L Bird, J Morris MP, Cllr P Hughes and S Griffiths,

Also Present: A Miller, C Smallman, E Parkes, K Richards, J Langford, M Farid, M Wragg, R Prashar, R Rahim and T McGovern.

1 Welcome and Opening Remarks

The Chair welcomed Board Members to the meeting before outlining the agenda items for discussion. The meeting was quorate.

2 Apologies

Apologies were noted for the following:

- Cllr Vicki Smith
- Cllr Julie Webb
- Jasdeep Dolphin - DLUHC
- Sandeep Shingadia - TfWM
- Aaron Pugh - WMP
- Cllr Danny Millard
- Deborah Harrold - SMBC
- Mohammed Asif

3 Minutes from the last Local Board and Action Log

Minutes of the previous meeting were agreed by board members. See attached action log for updates.

4 Declarations of Interest



None were forthcoming.

5 Project Reporting

Board members received Item 5a - Rowley Regis Town Deal Board Reporting July - September 2023 prior to the board meeting. This appendix was shared on screen to provide an update on project progress. This included: -

- There is a requirement for Town Deals to submit Monitoring and Evaluation Returns for the period of April - September 2023 to DLUHC by 4 December 2023.
- Monitoring and Evaluation Reports are required to be signed off by the Chair of the Town Deal Board and the councils Section 151 Officer prior to submission to DLUHC
- DLUHC monitor project spend performance and there is a threshold of 40% slippage for towns. Rowley Regis slippage is 17% against the last return to DLUHC.

Britannia Park Greenspace and Community Hub

Board members were informed of the RAG Rating against the project spend, delivery, risk, outputs and outcomes. Board members received details of the progress made in the last three to six months, including the approval of the planning application for new changing rooms, procurement activities and work undertaken to deliver the new skate park, play area and allotments.

Board members were informed the number of allotments delivered through the project would need to reduce following the receipt of survey and design works. The project initially forecasted the delivery of 15 allotments, however the project are now looking to deliver 10/11 plots. A Project Adjustment Request is required to notify DLUHC of this reduction.

Action: PMO to circulate draft plans on the reduced number of allotments to board members.

Sandwell College: Cradley Heath Skills Centre

Board members were informed of the RAG Rating against the project spend, delivery, risk, outputs and outcomes. Delays have occurred against the original delivery programme since planning permission was granted in June, this is due to an extended period to finalise the land transaction. Design works have been undertaken and the procurement for a stage 1 contractor.

Board members were informed resource to deliver the project has been impacted due to staff illness and were notified of changes being made to the delivery team in the upcoming months.

Details were shared with board members around planning of curriculum and the timescales associated with this.

The project lead was asked to confirm all activities undertaken between June and September. Confirmation of activities were provided.

A question was raised if the build would be a modular or a traditional build. Board members were informed both options are being considered and confirmation of the approach would be concluded during/ following the Stage 2 tender process.

Canal Network Connectivity

Board members were informed of the RAG Rating against the project spend, delivery, risk, outputs and outcomes. The project is ahead of the delivery programme. As discussed at the previous Town Deal Board Meeting, the project has pushed underspend into future financial years with the ambition to deliver additional outputs, increasing the benefits outlined to the project business case. Footfall monitoring has begun and reports will be provided to Town Deal Board members.

Action: PMO to request footfall surveys from CRT and circulate this with board members.

Rowley Regis Connected

Board members were informed of the RAG Rating against the project spend, delivery, risk, outputs and outcomes. An update was provided on the prioritisation of delivering the three schemes that sit within the project and confirmed on-site works will commence in the new year.

6 Blackheath Bus Interchange

Blackheath Bus Interchange and Public Realm

At the Town Deal Board held in August 2023, board members were informed that a petition had been received from key stakeholders, expressing their concerns about the design of the scheme.

Since the last meeting, discussions have taken place between Vice-Chair, Jude Thompson and some key stakeholders to understand their concerns to help assist the project team to develop a fit-for-purpose design. Feedback was reported to the council's project team who then proceeded to look at the project design, to mitigate concerns raised.

The project team and councils Highways Team have developed a draft proposal for the key stakeholders to consider before detailed design works proceed. A meeting has been scheduled for week commencing 27 November to discuss the original proposal, the concerns raised and how the new draft proposal has considered concerns raised.

A timeline of activities was shared with board members to confirm the process should key stakeholders support the draft proposal. This included: -
Meeting with key stakeholders to present a draft proposal following receipt of their concerns on the initial design (w/c 27 November)
Works required by the project team, subject to approval of the draft proposal, including cost valuation, further tracking works, design works, discussions with other key stakeholders e.g. Bus providers
Formal consultation on the scheme in early 2024

Board members were advised if key stakeholders who raised concerns initially do not support the draft proposal, the project team, Programme Management Team and Town Deal Board would need to consider the future of this project and if funds should be allocated elsewhere (i.e. existing projects or new project).

Board members were reminded of the guidance submitted by DLUHC in June 2023 advising the submission of new projects is no longer accepted, however discussions are

held regularly with DLUHC advisor and the accountable body have collated details of development ready projects should an alternative project be accepted.

A discussion took place regarding the details of the draft proposal, including information on bus routes, pedestrian crossings, loading bays, parking bays, traffic calming and material used for road/ pavements.

Board members discussed the original business case put forward and the benefits outlined. A question was raised if the outputs would be impacted moving forward. Board members were informed the business case would need to be reviewed and a full BCR is required, however benefits would remain as originally planned.

The Chair asked board members if they agree for the meeting to proceed between the Vice-Chair, project team and key stakeholders, week commencing 27 November 2023, to discuss the draft proposal and feedback to the Town Deal Board. No board member objected to this approach.

7 Forward Plans

Board members received the Press/ Media Forward Plan for the Rowley Regis Town Deal. Board members noted the schedule and no comments were raised.

8 Any other Business

February 2024 Board Meeting

It was agreed for the following project leads to attend to provide a detailed update: -

- Blackheath Bus Interchange and Public Realm Project
- Sandwell College: Cradley Heath Skills Centre project

It was agreed for the February meeting to be extended by 30 minutes, resulting in the duration of the Town Deal Board being 2 hours.

9 Closing Remarks

The Chair informed board members of Tony's departure from Sandwell Council and the Chair and Board Members thanked Tony for his support to deliver the Towns Fund Programme and wished Tony the very best of luck for future endeavours.

The Chair closed the meeting at 14:30.

10 Rowley Regis Town Deal Action Log

A record of open and closed actions agreed during Rowley Regis Town Deal Board meetings.

Meeting ended at 2.30 pm

Contact: town_deal@sandwell.gov.uk

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Rowley Regis Town Deal Board Action Log

Open Actions

Date	Description	Responsible Officer(s)	Update
23.11.23	PMO to circulate draft plans on the reduced number of allotments to Board Members.	PMO	
23.11.23	PMO to request footfall surveys from CRT and circulate this with Board Members.	PMO	
23.02.23	PMO to progress fixed exhibitions further.	PMO	Ongoing Publicity for projects

Closed Actions

Date Opened	Date Closed	Description	Responsible Officer(s)	Update
31.08.23	23.11.23	Simon Griffiths to confirm the what proportion of funding is central government vs WMCA funding and report this back to board members.	Simon Griffiths	Complete.
31.08.23	23.11.23	PMO to schedule October 2023 Board Meeting to focus on Blackheath Bus Interchange Project.	Rina Rahim	Complete.
25.05.23	31.08.23	PMO to set up introduction meeting between Chair and newly elected members	PMO	Complete.
25.05.23	31.08.23	PMO to invite new board members to future meetings.	PMO	Complete.
25.05.23	31.08.23	PMO to share Satellite Hub papers to MP J Morris in the next 2 weeks.	PMO	Complete
23.02.23	31.08.23	PMO to circulate material/reports from Public Health in relation to benefits of cycling when available.	PMO	Complete
23.02.23	25.05.23	PMO to circulate feedback from consultations.	PMO	Complete
23.02.23	25.05.23	Keep Youngs Persons representative as an Agenda item for the next board meeting	PMO	Complete Shape conference in June and PMO will be attending. Will update at next meeting
24.11.22	23.02.23	Kelly Thomas to liaise with Chair of Young Leavers Programme and explore interests from Sandwell Council apprentices to see if they wish to join the Town Deal Board for Rowley Regis, West Bromwich and Smethwick.	Kelly Thomas	Complete

Closed Actions

Date Opened	Date Closed	Description	Responsible Officer(s)	Update
24.11.22	23.02.23	Board members to contact the Programme Management Office with details of incentives on offer to help create a package for young people to encourage their commitment to the Town Deal Board. (town_deal@sandwell.gov.uk)	All Board Members	Complete
08.07.22	24.11.22	PMO to contact board members to confirm their interest to continue as a board member.	R Rahim/ E Parkes	Complete
08.07.22	24.11.22	Terms of Reference to be updated to include 50% attendance annually is mandatory and would trigger individual board member review.	R Rahim/ E Parkes	Complete
08.07.22	24.11.22	Jude Thompson to contact relevant individuals at BCC to explore potential membership suggestions.	J Thompson	Complete
08.07.22	24.11.22	Debbie Downs to also review from a WMP perspective to understand whether they have any local contacts.	D Downs	Complete
08.07.22	24.11.22	PMO to circulate short survey to capture board member preference on board meeting day/ time.	R Rahim/ E Parkes	Complete