

Wednesbury Levelling Up Partnership Board Meeting Actions

Thursday 29th February 2024



No	Action	Owner	Date Action Raised	Completion Date	Update
1	Tessa Mitchell to share evaluation work from the roll out of the Bearwood community safety scheme.	Tessa Mitchell	18.12.2023		07.02.24 This item is on the agenda for the next WLUP Board Meeting in June 2024. 04.04.24 As above.
2	Future project updates to include information around the added value of the scheme along with information around other community safety initiatives to increase perceptions of safety and reduction of crime and ASB.	Tessa Mitchell	18.12.2023		07.02.24 This action is open, to be followed up when the project is up and running. 04.04.24 Due at the next WLUP Board meeting June 2024.
3	That any concerns raised by the S151 Officer, as a result of their review of the greenspaces project costs, be reported to the Board.	Brendon Arnold/Rebecca Jenkins	18.12.2023		07.02.24 Action is open, review yet not undertaken. 27.02.24 Review for Lakeside and Wyntor complete – no issues to report. Costs within budget incl. Contingency 04.04.24 Awaiting costs for Balls Hill and Hydes Road.
4	That Board Members complete their governance paperwork and raise any queries with the Monitoring Officer at the earliest opportunity.	All Board Members	18.12.2023		Simran emailed WLUP board members to remind them to return their paperwork. 04.04.24 A few returns outstanding.

5	C Felicio to contact the secondary schools and Sixth forms in Wednesbury to encourage engagement with younger people and gain their feedback into the public consultation.	C Felicio	29.02.24		CF is continuing to reach out to schools through the contacts suggested at the WLUP Board meeting and is building into the Masterplan consultation planning.
6	K Titley to contact Woodgreen School to encourage their participation and their feedback into the public consultation.	K Titley	29.02.24	K Titley following up on this action.	Update to be provided to WLUP Board as part of the Masterplan in April 2024. 04.04.24 As above.
7	C Felicio to have a discussion into funding for public toilets as part of the Wednesbury Masterplan and the daytime and nighttime activity, and if they aren't viable, to provide feedback to residents on why.	C Felicio	29.02.24		10.04.24 Former public toilets were recommended to be closed by West Midlands Police due to ASB, the Council do not want to introduce this risk again given previous issues. Information to be prepared for comms materials setting out rationale. Any new leisure or nighttime activity use will have toilets in the building for the public to use.
8	Name of the square to be informed by young people's input.	C Felicio	29.02.24		04.04.24 Due for discussion with Sub-Group 16.04.24.
9	WLUP Board members require assurance in writing that the deployable cameras will be used only for Wednesbury. To be provided to the WLUP Board.	T Mitchell	29.02.24		Due to be reported to WLUP Board in April 2024.
10	L Brookes -Smith to link Public Health Programmes with the comms and Engagement strategy.	L Brookes Smith	29.02.24		Comms have linked in with PH.

11	L Brookes -Smith to contact WLUP Board members to organise an engagement session in Wednesbury and Friar Park.	L Brookes Smith	29.02.24		Still in progress. Liann will follow with dates and inform officers to send the information. Dates TBC.
12	L Brookes-Smith to report back on proposals around wellbeing following the WLUP Board discussion.	L Brookes Smith	29.02.24		09.04.24 Update included in LUP Programme Overview Report.
13	Board members to email L Brookes Smith with any further suggestions for who to connect with in the Wednesbury community.	All WLUP Board Members	29.02.24		
14	RJ to provide a skills/ training plan for the WLUP Board and update the Board at the next WLUP Board meeting in April 2024.	R Jenkins	29.02.24		<p>20.04.24 Update provided to the Chair; this is plan is currently being drafted. Discussion VB providing active listening skills.</p> <p>04.04.24 The following sessions identified:</p> <ol style="list-style-type: none"> 1. Introduction to Board Code of Conduct and Procedures 2. Equality, Diversity and Inclusion 3. Introduction to Programmes, Projects and Grant Funding 4. Effective Questioning and Listening Skills, Speed reading / Reports

Closed Actions

1	Liann Brookes-Smith to bring an item to the next board to update members on the work in Public Health around Physical Health, Mental Health, Worklessness and Support available to residents.	Liann Brookes-Smith	18.12.2023	29.02.2024	07.02.24 This item is on the agenda for the next WLUP Board Meeting on Thursday 29 th February 2024.
2	Communications and Engagement Plan to be brought to next meeting including outline of engagement with young people's groups.	Rebecca Jenkins	18.12.2023	29.02.2024	07.02.24 This item is on the agenda for the next WLUP Board Meeting on Thursday 29 th February 2024.
3	Board Members to be invited to contribute to the Communications and Engagement Plan	Rebecca Jenkins	18.12.2023	29.02.2024	25.01.24 there was a working group meeting held with WLUP board members. 07.02.24 This item is on the agenda for the next WLUP Board Meeting on Thursday 29 th February 2024.
4	Project outputs and scope to be reported to next Board meeting.	Rebecca Jenkins	18.12.2023	29.02.2024	07.02.24 the project outputs are included in the programme overview report, and it is included on the agenda for Feb 2024.
7	Communications and Engagement Plan to be brought to the next meeting (reference action in Item 5 above)	Tessa Mitchell	18.12.2023	29.02.2024	07.02.24 This item is on the agenda for the next WLUP Board Meeting on Thursday 29 th February 2024.
9	In relation to the Frair Park Urban Village, a Member of the Joint Venture Board be invited to attend the WLUP Board Meeting.	Tammy Stokes	18.12.2023	29.02.2024	07.02.24 An invitation to attend has been passed on. 27.02.24 Craig Wakeman due to attend 29.02.24
10	That further details of the communication and engagement plan be provided in relation to the Wednesbury Master Plan and Public Realm improvement projects.	Clinton Felicio	18.12.2023	29.02.2024	07.02.24 This item is on the agenda for the next WLUP Board Meeting on Thursday 29 th February 2024.

11	That Board Members advise Rebecca Jenkins of their preference for future meeting times and meeting format (in-person/ hybrid / virtual)	All Board Members	18.12.2023	15.01.24	15.01.24 Members informed Rebecca that their preferences are in person meetings.
12	Communication and Engagement Sub-group to be established. S Shingadia and K Titley were nominated.	R Jenkins	29.02.24		04.04.24 The subgroup is meeting on the 16.04.24.
13	Board Members to contact S Rhoad / R Jenkins if they would like to participate in communication and engagement sub-group.	All WLUP Board members	29.02.24	27.03.24	27.03.24 Simran sent a reminder to all Board members.
14	Public Health Officers to link C Felicio with schools in Wednesbury to take part in the public consultation.	L Brookes-Smith	29.02.24	20.03.24	20.03.24 LBS confirmed CF has linked in with PH officers.
15	C Felicio to contact Cllr Fitzgerald at Wodensborough school to encourage their participation and their feedback into public consultation.	C Felicio	29.02.24	18.03.24	18.03.24 CF spoken to Cllr Fitzgerald.
16	Final public realm designs to be brought back to WLUP Board.	C Felicio	29.02.24	18.04.24	On agenda for April WLUP Board 2024.
17	Community Safety team to have a meeting with the WLUP Board Chair to discuss the programme delivery of the Community Safety project.	T Mitchell	29.02.24	10.04.24	Meeting booked 10.04.24.
18	Use the Communication and Engagement Sub-group to look at how public consultation can be made more accessible to young people.	R Jenkins	29.02.24	16.04.24	04.04.24 The subgroup is meeting on the 16.04.24.
19	R Jenkins to liaise with Shahin Akhtar (Faith and Inclusion Lead) from Public Health, regarding reach into the faith community.	R Jenkins	29.02.24	09.04.24	19.03.24 Discussion held. SA is approaching faith network contacts in preparation for Masterplan consultation. 09.04.24 As above. Approach being developed ahead of masterplan

					consultation. SA to participate in sub-group discussion.
20	R Jenkins to provide updates on communication and engagement at each Board meeting.	R Jenkins	29.02.24	19.03.24	19.03.24 Included as standard agenda item
21	Chair requested milestone and activity reporting by month for the future programme update.	R Jenkins	29.02.24	10.04.24	Due to be reported in April 2024, work underway. 04.04.24 On agenda for April WLUP Board
22	C Felicio to contact Sadie Bolton at Connexions.	C Felicio	29.02.24	10.04.24	10.04.24 Discussion held with Connexions. They have advised they will not be going into any Wednesbury schools in the upcoming months.
23	Union Street designs to be reviewed in light of forthcoming proposals from the Council relating to controlling products being displayed on the street.	C Felicio	29.02.24	10.04.24	10.04.24 Cabinet will make a decision on the retail encroachment policy later this year. However, we will ensure that the Union Street design provides clear guidelines for where products can be displayed on the street.
24	Persimmon to be contacted for a conversation around social value support into the Millennium Centre project.	A Blakeway	29.02.24	10.04.24	10.04.24 The social value requirements on Persimmon will be secured through their planning application and will be administered by SMBC Social Value team – who match contributions with work required.
25	Consideration to be given to location of crossings on Holyhead Road and outside Wednesbury Town Hall.	C Felicio	29.02.24	10.04.24	10.04.24 We have taken this into consideration in the masterplan and will

					provide further information at the WLUP Board presentation.
--	--	--	--	--	---