

Sandwell Towns Fund Superboard

Appendix - Rowley Regis Local Board approved meeting notes (16 December 2021)























Details: Thursday 16 December 2021 | 16:30 | Microsoft Teams Meeting

Local Board Member/ Representative Attendees:

Adrian Eggington - Black Country Housing Group (Chair)

Councillor Lorraine Ashman - SMBC Town Lead

Leona Bird – SVCO Manjula Patel - Murray Hall Community Trust

Superboard Members and SMBC Cabinet Members Attendees:

Local Board Guests

James Dennison - Canal and River Trust James Morris MP Councillor Ann Shackleton – SMBC Town Lead Simon Griffiths - Sandwell College Roland Barrett-Price — Sandwell College

Attending in Support:

Alan Reynolds - SMBC Regeneration Lead Andy Miller - Lead for Cycling and Walking Project (SMBC Strategic Transportation and Planning Manager) Emma Parkes - SMBC Towns Fund PMO Jenna Langford - SMBC Towns Fund Interim Programme Manager Jenny Bakewell - SMBC Town Fund PMO Santokh Singh - SMBC Neighbourhood Engagement Officer

Tariq Karim - SMBC Youth Services

Apologies Received:

Alecia Baker - Cradley Heath Community Link
Andrew Lawley - Sandwell and West Birmingham CCG
Ann Sheridan - Sandwell College
Chris Hilton - SMBC Interim Service Manager for Assets
and Land
Councillor Danny Millard - SMBC Cabinet Member
Councillor Maria Crompton - SMBC Cabinet Member
Councillor Thabiso Mabena - SMBC
Deborah Harrold - Agewell
Harvey Katarina - Young People's Representative
Helen Trueman - Grace Mary to Lion Farm Big Local
Jane Bailey - Sandwell College
Jane Lillystone - SMBC Service Manager for Culture and
Tourism

Jude Thompson - Chair Superboard
Kelly Thomas - SMBC Employment and Skills
Lesley Jones - West Midlands Police
Mohammed Asif - Cradley Heath Central Mosque
Sgt Cheryl Reed - West Midlands Police
Shaun Bailey MP - MP for Halesowen and Rowley
Regis
Tony McGovern - SMBC Director Regeneration &

Tony McGovern - SMBC Director Regeneration & Growth

Wayne Edwards - Business Representative and Local Resident



Please note where the meeting notes make reference to commercially sensitive material this will be specifically indicated. A version of the minutes with commercially sensitive content redacted can be made available.

Ref.	Descrip	tion						Officer to Action
1.0	Welcom	ne, Opening	Remarks and	d Declaration	ns of Interest	ts		Adrian
1.1	The Chair welcomed Local Board Members to today's meeting.					Eggington		
1.2	No decl	arations of ir	nterest were	forthcoming				
2.0	Minute	s and Action	Log					Adrian Eggington
2.1	Minutes Minutes from the last meeting were agreed as true and accurate record.					35 5		
2.2	Action L Updates	<u>og</u> s recorded o	n the action	log.				
3.0	Towns I	Fund Progran	mme Update	2				Jenna Langford
3.1		angford prov oer 2021.	ided an upd	ate on progre	ess since the	last meeting	g held on 4	
3.2	<u>Full Business Case – Tranche 3 Projects</u> Assurance and Submission Process							
	Tranche	FBC Submission	FBC Review Complete	Rowley Regis Local Board	Superboard	Assurance Panel	DLUHC Submission	
	3a 3b	6 Dec 21 20 Dec 21	17 Jan 22 31 Jan 22	13 Jan 22 13 Jan 22	20 Jan 22 20 Jan 22			
	3c 3d	10 Jan 22 24 Jan 22	14 Feb 22 14 Feb 22	10 Feb 22 10 Feb 22	17 Feb 22 17 Feb 22	21 Feb 22 21 Feb 22	24 Mar 22 24 Mar 22	
3.3	Full Bus	iness Case Pr	rogress - 16	December 20	<u>)21</u>			
	Project	<u>t</u>		<u>Ra</u>	g Rating			
		Connectivity		_	een			
		nia Park			nber			
		eath Bus Inte	•	Re	d			
		te Education	Hub	_	een			
	Walkin	ng & Cycling		An	nber			
3.4	 Satellite Education Hub – Tranche 3A FBC has been received and is now going through the Assurance Process. The main issue identified by Motts is that the budget only includes a small risk allowance. Sandwell College have provided in writing that any cost over runs would be borne by the College. A significant cost is attributed to VAT. SMBC are in the process of procuring VAT specialist advice. Partnership Agreement being prepared – aiming for 17 January 2022 completion. 							



Ref.	Description	Officer to
3.5	Canal Connectivity	Action
3.3	 Mott MacDonald providing economic input, support and expertise. FBC has been submitted and is now undergoing the assurance process. Partnership Agreement being drafted – aiming for completion 31 January 2022. 	
3.6	 Britannia Park Mott MacDonald providing economic input, support and expertise. Masterplan and FBC progressing Consultation complete, feeding into masterplan Input required from Motts for BCR calculation. Project originally allocated to Tranche 3B however moved to Tranche 3C to allow additional time for FBC production and BCR calculation Tranche revised – Tranche 3c. 	
3.7	 Mott MacDonald providing economic input, support and expertise AECOM appointed to work on design work for the highway and cost profile A detailed design and associated cost estimates cannot be accommodated within the timescales for the FBC. As such costs will be derived from preliminary design and will be heavily caveated. A risk register to this effect will be produced TfWM are working on benefits to feed into the CBR Calculations Tranche 3d is still optimistic for this project 	
3.8	 Walking & Cycling Mott MacDonald providing economic input, support and expertise. Transportation Team working with Amey to produce the FBC. Modelling of the previous design revealed issues and such needs to be redesigned to inform the FBC. Re-design is underway and will complete imminently. Costs being worked up for the various routes. 	
4.0	Project Updates	Project Leads
4.1	Britannia Park Community Hub and Greenspace Improvements (Alan Reynolds/ Darren Jones, SMBC)	
4.2	Alan Reynolds provided an update on progress.	
4.3	 Progress Since Last Local Board Meeting Proposed layout for car park and drive, along with design for main entrance and associated indicative costs now provided by Highways. Absence of key staff due to sickness impacted on progress with developing FBC. Additional resource now allocated within Parks and progress picked up with deadline for FBC submission revised to Tranche 3C, 10/01/22. 	



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Ref.	Description	Officer to Action
4.4	Pishe and leaves	Action
4.4	 Risks and Issues Cost projection for car park, driveway and main entrance now received 	
	and higher than initially expected; whole programme adjusted to ensure project continues to deliver across its various targets.	
	Similarly, cost forecasts for all elements of the scheme will include	
	realistic allowances for continued significant price increases for building	
	materials and contractor rates, along with potential material shortages and logistical delays caused by Brexit, Covid-19 (including Omicron	
	variant), HS2 construction, HGV driver shortage and energy crisis.	
4.5	Next Steps	
	 Complete remaining sections of FBC by 10-01-22. 	
	 Input confirmed from Mott Macdonald to help generate credible BCRs to support the FBC. 	
	 Set up interviews with providers of Expressions of Interest in running community hub plus training and activity programmes for sports pitches: 	
	move to formal procurement of a partner to deliver these aspects.	
4.6	General discussion took place which covered the following points:	
	 Interviews with voluntary sector provider(s) for extended facilities have not yet taken place 	
	Implementation timescale will be as soon as possible as we don't want to	
	 be asking for funds in years 4 and 5 Project Manager will be appointed to simultaneously manage on-site contractors 	
	Co-ordinated works are expected to take 24 months to complete	
	Tree survey has been commissioned	
	Communications around tree felling will need to be managed	
	Re-planting of trees with be at a ration of 2 to 1 Any tree work will peed to take place over the winter due to peeting.	
	 Any tree work will need to take place over the winter due to nesting birds 	
	 It would be counterproductive to close the park for the duration of the works 	
	Plan to keep at least 1 entrance and part(s) of the park open throughout	
	 However, park may need to be shut for Health & Safety reasons when major works are taking place 	
	Partner organisation is being sought who can bring other finance	
	streams to the project	
	 Partner needs to be on board as soon as possible to ensure they are involved in the project from the start 	
	Volunteers will be beneficial to park e.g. activity provision	
	 Need to avoid appearance of public space being privatised Risk remains around economic impacts and the full level of works not 	
	being completed	
	 Some adjustment can be made to budget for some project areas e.g. tree works. However, costs for major works e.g. entrance / car park will 	
	leave little scope for adjustment	
	We will deliver all of the projects	
		1



Ref.	Description	Officer to
4.7	Rowley Regis Education Hub (Simon Griffiths / Jane Bailey Sandwell College) Simon Griffiths provided an update on progress. Local Board Members received a presentation around the 5 Cases within the Full Business Case. Key points included: -	Action
4.8	 The Sandwell College Satellite Education Hub project is for the provision of a new, dedicated education and training centre, to be located in Cradley Heath town centre, which is located within Rowley Regis, Metropolitan Borough of Sandwell, West Midlands region. 	
4.9	 The project site is located on Lower High Street, (postcode B64 5AB), and is shown on the following site plan. The project site comprises 2,125 sqm of floorspace. The whole of the proposed site will be utilised for the purposes of the project. 	
4.10	 The history of adult education provision within the Borough has seen a contraction of community-based delivery as reductions in the adult education budget and tighter controls on its usage have led to economies of scale for such provision. 	
4.11	 Following the recent devolution of adult education funding to the WMCA, new regional and national funding opportunities for adult education are now on offer, regionally as a result, such as through the Towns Fund and National Skills Fund. It is, therefore, an opportune time to start to attract greater reinvestment into adult skills in the Borough. 	
4.12	The curriculum can adapt to changing needs and the curriculum outlined here forms the outline sectors at the point of launch.	
4.13	 Provision will include opportunities for students with Educational, Health and Care Plans, alongside other Entry, Level 1 and Level 2 provision providing progression routes into Level 3+ learning here or at other institutions. 	
4.14	 The tertiary education provision within Sandwell is currently located in the north of the borough in West Bromwich. This proved difficult for people located in the south of the borough, within Rowley Regis, to assess. Residents within Rowley Regis therefore often travel to other neighbouring boroughs for education as they are not served will in their area. 	
4.10	 This project will deliver a new building centre on the proposed site to enable the engagement of young people and adults in Rowley Regis that is easily accessible and enables people to take advantage of opportunities within Sandwell more easily, helping to solve a presently critical issue of low skills and education levels within the local area. 	
4.11	 The total project cost has been reduced down from the original ask of £11m, to reflect a reduction in the available Towns Fund ask, to a current total project sum of approximately £9m. This revised budget is 	



Ref.	Description	Officer to
		Action
	considered sufficient to achieve the key project objectives by the Project Sponsors, and this sum is aligned to the Department for Education guideline for adult education of approximately £3,000 per sqm of space. Multiplying the per sqm cost to the size of the project site, totals to a sum of approximately £9m.	
4.12	• The College's Governance structure through its Board of Governors provides the approval required for major capital projects to be taken forward. The College's main board approves college commitments, including the details within the funding agreement. Even where no direct college finances are involved, where funding commits the College to future delivery and resource requirements this will be outlined to the boards. A Finance & Strategy sub-committee exists to scrutinise specific details and to make recommendations to the board, including around affordability. Once projects receive board approval, the project management timetable, milestones and programme risks are reported to the Finance & Strategy sub-committee and issues, if any, are escalated to board.	
4.13	 Overall risk management falls within the remit of the board's Audit sub- committee. All major projects have their own programme risk management matrix, however projects as a whole form part of the College's central risk register and the wider impacts on the College, i.e. student numbers, staffing requirements, levels of revenue are scrutinised through this forum. Similarly, major issues arising are escalated to board. Day-to-day project management and operational reporting is noted in the above project structure organogram. 	
4.14	 In addition to the College's internal project management and governance structure, the project is also aligned, for reporting purposes, with the wider Towns Fund local governance arrangements. The project reports monthly to the Rowley Regis Town Board in the form of an agreed standard presentation which covers performance against project milestones, progress since previous meetings, matters arising from the last meeting that were addressed, update on key risks and mitigation, and communication/consultation with stakeholders as required. As a matter of course, these updates are shared with all members of the Superboard. 	
4.15	 Sandwell College will comply with the Public Contracts Regulation 2015 in procuring all contractors throughout the development process. The College is an experienced procurer of services and adheres to the regulation and guidelines as set out in the College's own Financial Regulations. This document is reviewed annually and is approved by the College's governing body. Once the procurement process has been concluded and a contractor chosen, a report will be submitted to SMBC summarising the process and outcome. 	
4.16	All tenders will be scored and assessed based on merit, around programme, cost, contract compliance, quality, references, social value,	



		Metropolitan Borough Counci
Ref.	Description	Officer to Action
	and workload capability. Essential evaluation criteria will be weighted to reflect importance and will be confirmed and advised by Sandwell College's PM team. Past criteria have given cost and experience a weighting of at least 50% combined, with other factors allocated 10% each totalling 100%.	
4.17	Next Steps For approval of the FBC to be sought.	
4.18	 General discussion took place which covered the following points: Final business case has been submitted ahead of schedule Benefit to cost ratio is higher than expected at 4.5 Business case / planning is currently taking priority Public / stakeholder consultation is the next step 	
4.19	Walking and Cycling Infrastructure (Andy Miller, SMBC) Andy Miller provided an update on progress.	
4.20	 Progress Since Last Local Board Meeting Business case preparation nearing completion Re-design of Oldbury Ringway scheme and associated junction modelling under way and nearing completion Walking network in Cradley Heath, Old Hill and links to Britannia Park in design 	
4.21	 Risks and Issues Reintroduction of Covid-19 restrictions may impact on consultation, survey work etc. Increases in materials / labour costs mean scope of project may need reducing Capacity issues with Council Transportation and Highways team's impact on FBC preparation, design, tendering and delivery Material delivery times / supplier issues Contractor staff shortages – National problem Adverse weather impact on site activities, surveys, material deliveries Outcome of stakeholder consultation – potential for unresolved objections 	
4.22	 Upcoming Consultation Activities Oldbury Ringway cycle route - Mid 2022 Blackheath / Cradley Heath walking projects - Early 2022 	
4.23	Blackheath Bus Interchange and Public Realm (Andy Miller, SMBC) Andy Miller provided an update on progress.	
4.24	Progress Since Last Local Board Meeting Aecom commissioned to carry out: • Preliminary Design	



Ref.	Description	Officer to
		Action
	Costings Design Diele Register	
	Project Risk Register Cast / Banafit Analysis of Historian Florenate	
	Cost / Benefit Analysis of Highway Elements	
	Stage 1 Safety Audit The 4/20 Generalization Audit	
	LTN 1/20 Compliance Audit TOWN and with the (CSCO COO) is an incompliance of the latest forms. The compliance of the latest forms are simple to the compliance of the latest forms. The compliance of the latest forms are simple to the compliance of the latest forms.	
	TfWM contribution (£500,000) is no longer available form Transforming Cities Fund. Alternative TfWM funding being cought but not yet.	
	Cities Fund. Alternative TfWM funding being sought but not yet confirmed	
	Committee	
.25	<u>Upcoming Consultation Activities</u>	
	February 2022 - Consultation with bus operators	
	February 2022 - Ward Member discussions	
	Feb/March 2022 - Public consultation (minimum three weeks) - Local Board	
	discussion required on duration	
	On-line virtual exhibition with questionnaire	
	Letter drop with questionnaire included - Views required from Local	
	Board on distribution area	
	Feedback and Twitter publicity	
	Face to face exhibition in Town Centre (Covid permitting) - Views	
	required from Local Board on venue / days of week	
	Commonplace on-line consultation (Active Travel Elements) Canalitation (Ideality Consultation (Active Travel Elements)	
	Consultation with bus passengers (possible notices on busses / leaflets	
	etc.)	
	Consultation with Cycling Groups – Active Travel England Figure Travel From Level Board on how best	
	 Engagement with Traders - Views required from Local Board on how best to do this 	
	Other bodies - Local Board Member views required	
	Other bodies Local board Wiember Views required	
4.26	Andy Miller sought Local Board's responses to the above questions. After a	
	general discussion Local Board agreed the following:	
.27	Duration	
	 Project may be controversial in terms of resident responses so the longer 	
	the consultation process and the broader the distribution the better	
	Questionnaires should be used to capture feedback	
1.28	Letter Drop	
	Tividale, Cradley, Halesowen North and Wards to the south of the	
	borough to be included	
1.29	Venue Location	
	Blackheath Market vacant stall would be the perfect location	
4.30	Face to Face Venue / Days	
	Consultation to coincide with market days	
	 Dudley and Bearwood residents to be included 	
	Duality and Deal Wood residents to be included	
1.31	Engagement with Traders / How Best to Engage	
	Specific event to be arranged for traders	



	Metropolitan Borough			
Ref.	Description	Officer to		
		Action		
4.32	Other bodies – board members views • Traders are priority			
4.33	Local Board Members were asked to contact Andy Miller direct with any suggestions			
4.34	Canal Network Connectivity (James Dennison, Canal & River Trust) James Dennison provided an update on progress. Local Board Members received a presentation around the 5 Cases within the Full Business Case. Key points included: -			
4.35	 Research indicates that quality and availability of active travel infrastructure is important factor in getting more people cycling and walking. There were increased use of Towpath network during COVID (243% increase). Evidence also shows that Green / Blue infrastructure is important for mental wellbeing. 			
4.36	 Towpaths in Rowley Regis offer flat routes in a hilly area with many connections to population and business centres but are in poor condition. 			
4.37	 This project will - Resurface 7.13 km of towpaths using an urban specification surface Identify and improve / refresh key access points onto the towpath Increase of 40% from baseline (TBC) in cycling journeys along canal towpath Increase of 40% from baseline (TBC) in visitor numbers to canal Contribute to wider placemaking / regeneration / health & wellbeing agenda 			
4.38	 Canal towpaths are free to access, we therefore need to use economic modelling to calculate the economic Return on Investment. ORVaL is a Green Book approved tool to calculate a "welfare value" for green/blue infrastructure and specifically includes canal side paths. 			
4.39	Benefit Cost Ration (BCR) figure of 15.86			
4.40	 Project will be managed via a qualified and experienced Project Manager through existing Canal & River Trust construction processes. 			
4.41	 Procurement route via framework (contractors which have been selected via competitive process that is compliant with regulations and best practice). 			
4.42	 Points Raised by Local Board Members Totnal Bridge - We recognise that this bridge poses a major barrier for cyclists wanting to cross the canal. The bridge presents an on-going 			



Ref.	Description	Officer to Action
	challenge in terms of a design solution and potential impact on the budget. We've not cracked this one yet, but high on the agenda.	
4.43	 Lighting - This wasn't part of the initial plan / budget. However, we do have a trial of solar lighting in Wolverhampton (installed Oct / Nov). There could be potential on some / all of Rowley, but this will need further discussion. Solar is retrofitted into towpaths and therefore not time critical. 	
4.44	• Specific Accesses - If there is enough money the plan is to improve all the accesses. If there isn't, (e.g. if we blow the budget on Totnal Bridge) we will work with stakeholders, including the local community to prioritise where the greatest benefits will be delivered.	
4.45	 Next Steps FBC has been submitted – we are confident that the project outputs and outcomes can be delivered for the budget. The focus so far has been on the towpath works & easy accesses. Over the coming months the focus will shift towards more complex accesses. By late summer we aim to have a full specification which will combine both elements which can be issued to contractors Autumn – Agree terms with contractors Feb 2023 – begin delivery May / June 2023 – completion 	
4.46	General conversation took place around the BCR score of 15. Local Board are interested in the methodology used to calculate the welfare benefit. James confirmed this has been calculated in line with the government approved green book and will provide the link to the tool for Local Board members.	
4.47	Chair requested future presentations to be circulated along with agenda pack.	
5.0	Any Other Business	All
5.1	No other business was forthcoming.	
6.0	Date of Next Meeting	For Information
6.1	Thursday 13 January 2022, 4:30pm	