

# Sandwell Town Deal Assurance Panel Notes

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

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

Item No.	Item Description	Responsible Officer
<b>1.0</b>	<b>Welcome and Opening Remarks</b>	<b>Tony McGovern</b>
1.1	The Chair welcomed all to the Assurance Panel and outlined the items for discussion as per the agenda.	
<b>2.0</b>	<b>Draft Terms of Reference (ToR)</b> To agree draft terms of reference for the Assurance Panel.	<b>Jenna Langford</b>
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	<b>Agreed</b> draft ToR subject to the below revisions: <ul style="list-style-type: none"> <li>• 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;</li> <li>• Deputy S151 Officer to be included as authorised signatory and can attend the Assurance Panel on behalf of the S151 Officer;</li> <li>• Agreed for Minutes of the Assurance Panel to be published on Mod.Gov.</li> </ul>	
<b>2.3</b>	<b>Action: Revised ToR to be presented to next Assurance Panel for final sign-off (8 February 2022).</b>	<b>PMO</b>
<b>3.0</b>	<b>Smethwick Town Deal Funding Allocations</b> To advise the panel of amends to the Smethwick project funding allocations and seek agreement for Project Documentation to be amended accordingly.	<b>Jenna Langford</b>



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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"> <li>• Ron Davis Centre;</li> <li>• Rolfe Street Canal-side;</li> <li>• Grove Lane;</li> <li>• Midland Met Learning Campus.</li> </ul>	
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	<b>Agreed.</b>	
4.0	<b>Ron Davis Centre Expansion, Smethwick</b> Panel to consider report, and if agreed, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	<b>SIU</b>
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	<b>Action: Project Adjustment Form to be provided to DLUHC to note the change of classroom reduction from 3&gt;2. This will also note the increase in Towns Fund ask as reported under Agenda Item 3.</b>	<b>PMO</b>
4.4	<b>Action: Outstanding FEC to be provided, and any actions to be addressed.</b>	<b>PMO/ Project Team</b>
4.5	<b>Agreed:</b> Project to be resubmitted to the Assurance Panel 8 February 2022 for consideration.	
5.0	<b>Rolfe Street Canalside Regeneration, Smethwick</b> Panel to consider report, and if agreed, approve for the Project Summary document to be submitted to DLUHC 24 March 2022.	<b>SIU</b>
5.1	SIU have submitted a report which reviews the Strategic, Financial, Economic, Commercial and Management Cases.	
5.2	<b>Action: FBC to be updated to reflect that the housing delivery may be through either a joint venture or disposal via a development agreement.</b>	<b>PMO</b>
5.3	<b>Action: In-line with recommendation 2 the PMO will submit Project Adjustment to reflect the reduction in residential units from 125&gt;115. This will also note the increase in Towns Fund ask as reported under Agenda Item 3.</b>	<b>PMO</b>



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5.4	<b>Note:</b> 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	<b>Action: Recommendation 4 be amended to reflect the most viable delivery option that delivers 115 residential units will be perused.</b>	SIU
5.6	<b>Note:</b> Subsidy advice has been sought from consultants Bevan Brittan. When considering delivery mechanism, the subsidy advice will need to be considered.	
5.7	<b>Approved:</b> Summary Document to be drafted for signature.	
6.0	<b>Rowley Regis Satellite Education Hub</b> 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	<b>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.</b>	SIU
6.3	<b>Action: Project Adjustment is required to account for new learners reducing from 505&gt;475.</b>	PMO
6.4	<b>Approved:</b> Summary Document to be drafted for signature.	
7.0	<b>Town Hall Quarter</b> 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	<b>Note:</b> 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	<b>Action: Project to be considered at Assurance Panel on the 21 February 2022.</b>	PMO
8.0	<b>AOB</b>	All
8.1	None raised.	



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



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

