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TOWN DEAL BOARD**Notes of the Meeting held on Tuesday, 14th January 2020
5.30p.m. at Guildhall, Worcester****Attendance:**

Name:	Representing:
Craig Moule	Sanctuary
Cllr Marc Bayliss	Leader of the Council
Cllr Adrian Gregson	Deputy Leader of the Council
Cllr Jan Scrine	Warndon Parish Council
Cllr Roger Knight	St Peters Parish Council
Cllr Simon Geraghty	Leader of Worcestershire County Council
Nicki Williams	Heart of Worcestershire College and Worcester BID
David Green	University of Worcester
Robin Walker (dial in)	Member of Parliament for Worcester
Sally Ellison MBE	Worcester Community Action
Mohammed Iqbal	Community representative
Very Revd Peter Atkinson	Dean of Worcester
Gary Woodman	Worcestershire LEP
David Blake	Managing Director Worcester City Council
Andrew Round	Corporate Director Place, Worcester City Council
Julian Pugh	Democratic Services, Worcester City Council

Item No.	Notes	Action
1.	<p>Apologies and Welcome</p> <p>Apologies received from Mark Stansfeld (Worcestershire LEP). Gary Woodman was in attendance for Mark.</p> <p>Marc Bayliss welcomed everyone to the meeting.</p>	
2.	<p>Appointment of Chair</p> <p>It was proposed and unanimously agreed that Craig Moule be appointed as Chair.</p>	
3.	<p>Terms of Reference Including Nolan Principals</p> <p>David Blake summarised the main points and in particular the Code of Conduct and the Nolan Principles, which Board members must have regard to. All will be required to sign the declaration to this effect.</p> <p>Board members are also required to complete a declaration showing details of any disclosable pecuniary and/or non-pecuniary interests. These will not be published but will be available for public inspection.</p>	<p>All</p> <p>All</p>

	<p>The City Council's Monitoring Officer, Sian Stroud, can provide advice and guidance to Board members on completion of the declaration, if required.</p> <p>Agendas and minutes will be published and available to the public on the City Council's website. Declaration of Interests will be a standing item on the agenda.</p>	JP
4.	<p>Towns Fund Background – Presentation</p> <p>Presentation from Andrew Round. Key points arising:</p> <ul style="list-style-type: none"> • Guidance to be issued early in 2020, but no indication as to when. Timescale for applications will be tight. • Agreed that boundary should be whole of the city - Robin Walker agreed to take up with relevant Government Department. • Engagement with cultural sector – to consider at a future meeting. 	RW DB/AR
5.	<p>Work programme - Key Milestones/Timetable – Presentation</p> <p>Presentation from David Blake. Summary milestones and timetable as follows (Actions for Board in red):</p> <p>Early 2020</p> <ul style="list-style-type: none"> • Government issue Town Investment Plan Guidance • Commission production of Town Investment Plan (TIP) • Town Deal Board review TIP evidence base <p>Summer 2020</p> <ul style="list-style-type: none"> • Board and Stakeholder Engagement • Production of TIP • Town Deal Board to review progress <p>End Summer 2020</p> <ul style="list-style-type: none"> • TIP Completed • Town Deal Board recommends TIP to City Council <p>2020-2021</p> <ul style="list-style-type: none"> • Town Deal Agreed with Government <p>Key points arising from the discussion on TIP:</p> <ul style="list-style-type: none"> • Because various local policies have already been agreed we are well advanced in terms of evidence base and should be able to give consultants a steer on what we want from them. Focus should be on improving knowledge gaps. • Avoid replicating what can be delivered by other agencies/private sector. • Need to be mindful of how TIP can benefit left behind communities across the city. <p>In light of the limited timescale the Board agreed to authorise City Council officers to commission consultants to prepare TIP, based on guidance.</p>	AR/DB

6.	<p>Context – City Plan/Masterplan</p> <p>Andrew Round gave a presentation and answered questions. The Masterplan documentation is on the City Council website: https://www.worcester.gov.uk/planning/city-centre-masterplan</p> <p>Link will be sent to all Board members.</p>	
7.	<p>Any Other Business</p> <p>Copies of the presentations given at the meeting will be circulated for information.</p> <p>Code of Conduct forms can be completed and left with David Blake following the meeting.</p> <p>Registrable Interests forms should be completed and sent to David as soon as possible.</p>	<p>JP</p> <p>All</p> <p>All</p>
8.	<p>Date of Next Meeting</p> <p>As per timetable will be early Summer – date to be confirmed. David Blake will co-ordinate.</p>	<p>DB</p>

The meeting closed at 6.50pm.

Key

DB = David Blake

AR = Andrew Round

RW = Robin Walker

JP = Julian Pugh

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