



# Towns Fund Board

## 28 January 2022

**Time** 1.30 pm      **Public Meeting?** NO      **Type of meeting** Partnership Boards  
**Venue** MS Teams

### Membership

Ninder Johal (Chair)	Owner, Nachural
Stuart Anderson MP	Member of Parliament for Wolverhampton South West
Simon Archer	Director, Bilston BID
Councillor Ian Brookfield	Leader of the Council, City of Wolverhampton Council (CWC)
Mal Cowgill	Principal and Chief Executive, City of Wolverhampton College
James Crowter	Managing Director, Tecman
Adam Daniels	Regional Operations Director, Countryside Properties
Lindsey Flynn	Representative of Black Country Local Enterprise Partnership
Ray Flynn	Associate Director (Place), University of Wolverhampton
Ro Hands	Owner, Learn Play Foundation
James Holland	General Manager, Collins Aerospace
Tim Johnson	Chief Executive, CWC
Josie Kelly	Chief Executive Officer, Access 2 Business
Professor Geoff Layer	Vice Chancellor, University of Wolverhampton
Pat McFadden MP	Member of Parliament for Wolverhampton South East
Maninder Mangat	Director, MM Consulting
Ben Reid	Board Member, International Co-Op Alliance
Kevin Rogers	Executive Director, Paycare
Amit Sharma	Director, INCO
Cherry Shine	Director, Wolverhampton BID
Councillor Stephen Simkins	Deputy Leader: Inclusive City Economy, CWC
Jane Stevenson MP	Member of Parliament for Wolverhampton North East
Patricia Willoughby	Head of Policy (Housing & Regeneration), West Midlands Combined Authority (WMCA)
Janis	Youth Council Representative

### Information

If you have any queries about this meeting, please contact the democratic support team:

**Contact** Darowen Jones, Programme Manager  
**Tel/Email** email: [Townsfund@wolverhampton.gov.uk](mailto:Townsfund@wolverhampton.gov.uk)

# Agenda

## PART 1 – Items open to all attendees

*Item No.*    *Title*

### MEETING BUSINESS ITEMS - PART 1

- 1        **Apologies for absence**
- 2        **Notification of substitute members**
- 3        **Declarations of Interest**
- 4        **Minutes of the meeting of 26 November 2021** (Pages 1 - 6)  
[To approve the minutes of the meeting of 26 November 2021 as a correct record.]
- 5        **Matters arising**  
[To consider any matters arising from the minutes of the meeting of 26 November 2021.]
- 6        **Towns Fund Action Tracker** (Pages 7 - 8)  
[To note the outcomes of actions identified at previous meetings.]

### ITEMS FOR DISCUSSION OR DECISION - PART 2

- 7        **Towns Fund Board - Refreshed Terms of Reference** (Pages 9 - 14)  
[To receive the refreshed Towns Fund Board Terms of Reference for approval.]
- 8        **National Towns Fund Update**  
[To receive a verbal update on the National Towns Fund Programme from Department for Levelling Up, Housing and Communities.]
- 9        **Levelling Up Fund**  
[To receive a verbal update on the Levelling Up Fund.]
- 10       **Towns Fund Business Case Submissions: Tranche 2a**  
[To receive a presentation on business case submissions.]
- 11       **Assurance Processes**  
[To receive a presentation on Towns Fund assurance processes.]
- 12       **Programme Dashboard**  
[To receive a presentation on the status of the Towns Fund Projects:
  - 12a    **Brewers Yard / Culwell Street**
  - 12b    **WM5G**

- 12c **Events Programme**
- 12d **Wednesfield Markets and Permeability**
- 12e **Bilston Markets**
- 12f **Wolves @ Work**
- 12g **Public Realm P2**
- 12h **National Brownfield Institute Block A**
- 12i **Grand Theatre**
- 12j **City Learning Quarter**
- 13 **Engagement and Communication Strategy**  
[To receive a verbal update on the Engagement and Communication Strategy.]
- 14 **Any Other Business**

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# Towns Fund Board

## Minutes - 26 November 2021

### Attendance

#### Members of the Towns Fund Board

Ninder Johal	Owner, Nachural
Simon Archer	Director, Bilston BID
Councillor Ian Brookfield	Leader of the Council, City of Wolverhampton Council (CWC)
Craig Bateman	Representative from the Office of Stuart Anderson MP
James Crowter	Managing Director, Tecman
Adam Daniels	Regional Operations Director, Countryside Properties
Lindsey Flynn	Representative of Black Country Local Enterprise Partnership
Ray Flynn	Associate Director (Place), University of Wolverhampton
Janis	Youth Council Representative
Ro Hands	Owner, Learn Play Foundation
James Holland	General Manager, Collins Aerospace
Josie Kelly	Chief Executive Officer, Access 2 Business
Pat McFadden MP	Member of Parliament for Wolverhampton South East
Maninder Mangat	Director, MM Consulting
Kevin Rogers	Executive Director, Paycare
Amit Sharma	Director, INCO
Cherry Shine	Director, Wolverhampton BID
Councillor Stephen Simkins	Deputy Leader: Inclusive City Economy, CWC
Jane Stevenson, MP	Member of Parliament for Wolverhampton North East

#### In Attendance

Liam Davies	Head of City Development, CWC
Shelley Humphries	Democratic Services Officer, CWC
Richard Lawrence	Director of Regeneration, CWC
Simon Marks	Partner - Arcadis
Tony Marvell	Towns Fund Programme Manager, CWC
Julie Obada	Head of Skills, CWC
John Roseblade	Head of City Transport, CWC
Jack Stevens	Towns Fund Coordinator, CWC
Peter Taylor	Regeneration Officer, CWC
Pete Thomason	Department for Levelling Up, Housing and Communities (DLUHC)
Renata Walton	Department for Levelling Up, Housing and Communities (DLUHC)
Isobel Woods	Head of Enterprise, CWC

Item No. Title

- 1 **Apologies for absence**  
Apologies were received from Stuart Anderson MP - Member of Parliament for Wolverhampton South West, Tim Johnson - Chief Executive, City of Wolverhampton Council; Ben Reid - Board Member, International Co-Op Alliance and Mal Cowgill - Principal and Chief Executive, City of Wolverhampton College.
- 2 **Notification of substitute members**  
Craig Bateman attended from Stuart Anderson MP's office.
- 3 **Declarations of Interest**  
There were no declarations of interest.
- 4 **Minutes of the meeting of 24 September 2021**  
Resolved:  
That the minutes of the meeting of 24 September 2021 be approved as a correct record.
- 5 **Matters arising**  
In respect of minute 1 and the nomination for a new representative of the Youth Council, the Chair welcomed Janis, Vice Chair of the Youth Council. At this point it was also noted that Ray Flynn was proposed as the University of Wolverhampton representative going forward. It was agreed that the Terms of Reference would be refreshed to reflect these changes and brought before Towns Fund Board for noting.  
  
The Chair also took the opportunity to welcome Simon Marks, Partner at Arcadis who would be presenting and Renata Walton from the Department for Levelling Up, Housing and Communities (DLUHC) who was in attendance as an observer.  
  
It was also noted that the role of the Towns Fund Board was becoming an oversight Board, and that the structure of future meetings would be based around dashboard reporting.  
  
Resolved:
  1. It was agreed that Ray Flynn, Associate Director (Place) would represent University of Wolverhampton and Janis would represent the Youth Council going forward.
  2. That the Terms of Reference would be refreshed to reflect these changes and brought before Towns Fund Board for noting.
- 6 **Towns Fund Action Tracker**  
Tony Marvell, Programme Manager, City of Wolverhampton Council (CWC) presented the Towns Fund Action Tracker which outlined the outcomes of actions agreed at the last meeting.  
  
Resolved:  
That the outcomes from the actions agreed at the meeting of 24 September 2021 be noted.

7 **National Towns Fund Update**

Peter Thomason, DLUHC provided a verbal update on the National Towns Fund. It was reported that Wolverhampton had received the grant offer letter on 11 November 2021. The remaining 15 of the 101 towns were due to receive their offers which would enable business cases to be finalised.

Resolved:

That the National Towns Fund Update be received.

8 **Levelling Up Bid - Tranche 1**

Richard Lawrence, Director of Regeneration, CWC provided a verbal update on the Levelling Up Bid – Tranche 1 for funding for the City Learning Quarter. It was highlighted that the bid for the £20 million had now officially been approved. The scheme had been backed by Wolverhampton South West MP, Stuart Anderson, and it was noted that the planning approval was in place. The update outlined plans for a new purpose-built education facility at a location close to the City centre and transport links which incorporated the City of Wolverhampton College's Metro One Campus, Adult Education Service and the Central Library. This amalgamation into one building also contributed to the Council's climate change agenda through building efficiency.

Janis, Representative of the Youth Council added that the timing of these plans aligned with a need to create a quiet study space which could be accessible to all learners at all times. It was proposed that such a space be considered as part of the plans as the existing facility closed at 9.00 pm which did not suit all schedules. Ray Flynn, Associate Director (Place), University of Wolverhampton and Councillor Stephen Simkins, Deputy Leader: Inclusive City Economy, CWC expressed their support of this proposal and that they were happy to enter into more detailed discussions outside of the meeting.

Resolved:

That the proposal to incorporate an accessible quiet study space with extended hours for all learners be explored as part of the City Learning Quarter planning.

9 **Programme Dashboard**

Simon Marks, Partner, Arcadis introduced the Programme Dashboard presentation. CWC officers Richard Lawrence, Director of Regeneration; Liam Davies, Head of City Development; John Roseblade, Head of City Transport; Tony Marvell, Towns Fund Programme Manager; Isobel Woods, Head of Enterprise; Julie Obada, Head of Skills and Peter Taylor, Regeneration Officer provided an update on the progress of each project, its funding position and the stage projects were at in the expected timelines.

9a **City Learning Quarter**

Richard Lawrence, Director of Regeneration, CWC provided a verbal update on the City Learning Quarter progress. In addition to the information provided earlier, it was reported that Phase 1 was currently at delivery stage whilst Phase 2 was procurement ready.

9b **Brewers Yard / Culwell Street**

Liam Davies, Head of City Development, CWC provided a verbal update on the Brewers Yard / Culwell Street depot progress. This was currently at delivery stage with the new depot on track to be operational by the end of 2024.

9c **WM5G**

Tony Marvell, Programme Manager, CWC provided a verbal update on the WM5G project progress. It was added that funding was already in place and that Towns Fund topped up the existing offer. The accelerator was now running at the Science Park and 5G was currently available throughout the site. A legal agreement was due to be finalised in December 2021 outlining the relationship with 5G to allow greater control over funding and monies.

9d **Events Programme**

John Roseblade, Head of City Transport, CWC provided a verbal update on the Events Programme which was at delivery stage. The update outlined recently held events and future events planning.

A query was raised around how funding would be split between the City Centre, Bilston and Wednesfield. This thought was echoed as it was important to know what funds were available to Business Improvement Districts (BIDs) so budgets could be planned. It was reported that this had not been finalised as yet however a process on how to allocate funding was being co-produced with stakeholders to determine this and a meeting would be planned involving the Events team and the BIDs to discuss this.

It was suggested that there was an amphitheatre based in Wednesfield as well, which would be good to make use of as an entertainment venue.

In response to a query around the British Art Show, it was clarified that Towns Fund wasn't contributing directly to the show however funding could potentially be used to support its legacy.

9e **Wednesfield Markets and Permeability**

John Roseblade, Head of City Transport, CWC provided a verbal update on Wednesfield Markets and interventions project which was at initiation and project planning stage. The update outlined plans to refresh the high street to encourage higher footfall. A project manager had been allocated to commence work on a project plan shortly.

It was acknowledged that the existing consultations and feedback among stakeholders and traders had been hugely beneficial however it was requested that the wider community be included in terms of engagement. Members were assured that this would be taken into consideration in the planning of the existing engagement programme.

9f **Bilston Markets**

John Roseblade, Head of City Transport, CWC provided a verbal update on plans for the Bilston Markets project. The update outlined that this included wider connectivity between the high street and transport links and a project manager had also been appointed for this.



9g **Wolves @ Work**

Isobel Woods, Head of Enterprise provided a verbal update on the Wolves @ Work initiative to support Wolverhampton residents into employment. It was reported that the Authority worked in partnership with Department for Work and Pensions to deliver a wide range of support mechanisms to enable residents to undertake apprenticeships, become successful in interviews or gain the required experience, training and qualifications to pursue a chosen career. This included support for older residents, Work Coaches and pop-up Youth Hubs aimed at a younger cohort.

9h **Public Realm P2**

John Roseblade, Head of City Transport, CWC provided a verbal update on the City Centre Public Realm Phase 2 project which was at initiation stage. It was noted that the project sought to improve public realm by creating improved spaces to encourage more City Centre footfall and create more jobs.

9i **National Brownfield Institute Block A**

Ray Flynn, Associate Director (Place), University of Wolverhampton provided a verbal update on the National Brownfield Institute (Block A) project which was at initiation stage.

9j **Grand Theatre**

Peter Taylor, Regeneration Officer, CWC provided a verbal update on Phase 1 of the Grand Theatre project. It was reported that plans were in progress to acquire the adjacent building to develop as an outreach hub known as the Green Room for community use. Conversations had been ongoing with the current owners to agree an offer.

Concerns were raised around the acquisition of the property adjacent to the existing theatre and the financial implications of a compulsory purchase order (CPO). Assurances were offered that the Authority had sought advice from a commercial agent on possible approaches. If the CPO route were to be considered, advice would continue to be sought on evidence of value for money before committing.

Resolved:

1. That a meeting was to be planned involving the Events Team and the BIDs to discuss funding allocations.
2. That the Programme Dashboard update presentation be received.

10 **Town Fund Programme Plan**

Tony Marvell, Programme Manager, CWC provided a verbal update on the Town Fund Programme Plan. The update provided the Board with a snapshot overview of the progress of all the Towns Fund projects.

The Events Programme, WM5G, and Brewers Yard/Culwell projects had been submitted to DLUHC and had progressed to delivery

Wolves@Work, City Learning Quarter, Bilston Markets and Grand Theatre had progressed to tranche 2a and finalisation of summary business cases stage with a view to submit these to DLUHC by 14 January 2022.

In Tranche 2a, summary business cases for Public Realm Phase 2, Wednesfield Markets / Permeability and National Brownfield Institute Block A projects were on track to be submitted in March 2022 before progressing to detailed business cases.

Resolved:

That the update on the Town Fund Programme Plan be received.

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**Any Other Business**

There was no other business.

**City of Wolverhampton - Towns Fund Board**  
**Action Tracker (from the meeting of 26 November 2021)**



<b>Agenda Item No.</b>	<b>Issue</b>	<b>Action / Resolution</b>	<b>Board Member/Officer Responsible</b>	<b>Timescale</b>	<b>Progress / Update</b>
5	Matters Arising	<p>1. It was agreed that Ray Flynn, Associate Director (Place) would represent University of Wolverhampton and Janis would represent the Youth Council going forward.</p> <p>2. That the Terms of Reference would be refreshed to reflect these changes and brought before Towns Fund Board for noting.</p>	Darowen Jones, Towns Fund Programme Manager (Managing Director, Kinver Solutions)	Next meeting	<p>Ray Flynn and Janis are now regular attendees to the meeting and confirmed on the refreshed Terms of Reference.</p> <p>The Refreshed Terms of Reference in line with item 1 is on the meeting agenda for the January meeting.</p>
8	Levelling Up Bid - Tranche 1	That the proposal to incorporate an accessible quiet study space for all learners be explored as part of the City Learning Quarter planning.	Richard Lawrence, Director of Regeneration (CWC)	Next meeting	Richard Lawrence, Director of Regeneration (CWC) is to attend a future meeting with the college to discuss this proposal further and understand the brief for the requested space.

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## Wolverhampton Towns Fund Board –Terms of Reference

### 1.0 Introduction

- 1.1 In November 2019, Government launched the £3.6bn Towns Fund to help support 101 places across the country fulfil their economic potential. Each eligible town can secure investment of up to £25m as part of a Town Deal which supports them in delivering regeneration, improved connectivity (both transport and digital) and skills & enterprise.
- 1.2 The overarching aim of the Towns Fund is to help to rebalance the economy.
- 1.3 Wolverhampton was selected as one of the eligible towns to develop a Town Investment Plan which in turn would secure a Town Deal from Government.
- 1.4 The boundary for the Towns Fund is principally City-wide as such, projects which align with regeneration, connectivity and skills and enterprise could meet the criteria for securing Town Deal Funding.
- 1.5 Government has published a Prospectus<sup>1</sup> which sets out the list of eligible Towns Fund places, their capacity funding and the initial criterion. Within the Prospectus Government notes that “*the Towns Fund will provide the core public investment in Town Deals – additional funding may come from other sources or parts of government*”<sup>2</sup>.
- 1.6 The Prospectus sets out a three-stage process to secure a Town Deal:
  - Stage 1 – Completion of a Readiness checklist by 19 December 2019
  - Stage 2 – Establish and hold a Town Deal Board meeting by end of January 2020
  - Stage 3 – Towns to complete Town Investment Plans by the end of Summer 2020.
- 1.7 Capacity funding has been distributed to Councils to support them in completing their Town Investment Plan (TIP). The City of Wolverhampton Council has secured capacity funding of £173,029.
- 1.8 The Council has appointed CBRE to support the Towns Fund Board with producing the Town Investment Plan.
- 1.9 Further guidance on the Towns Fund is expected to be issued by Government in March 2020.

### 2.0 Towns Fund Board

- 2.1 The purpose of the Board will be to oversee the development and delivery of the Town Deal for the City of Wolverhampton, as defined by the Towns Fund boundary map.
- 2.2 The role of the Board is to:
  - Identify the vision and strategy for the Town Deal for the City of Wolverhampton

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<sup>1</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/843843/20191031\\_Towns\\_Fund\\_prospectus.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/843843/20191031_Towns_Fund_prospectus.pdf)

<sup>2</sup> Towns Fund Prospectus, Para 1.22

- Develop and agree an evidenced-based Town Investment Plan
  - Develop a clear programme of interventions which align with regional and national strategies
  - Consider appropriate delivery models/ vehicles
  - Coordinate resources, communications and influence stakeholders
- 2.3 The Town Investment Plan will form the basis of negotiation with Government for the proposed Town Deal through setting out the priorities and establishing the ‘funding ask’ for each priority.

### **3.0 Role and Objectives of the Board**

- 3.1 The Towns Fund Board will be the vehicle through which the vision and strategy for the Town Deal will be defined.
- 3.2 The Board will have advisory and directive role and will take advice from City of Wolverhampton Council Officers and external parties invited to speak.
- 3.3 The Board will work to define the priority projects and/or programmes for the City, ensuring a robust evidence-based approach, and to identify the level of Towns Funding to be sought.
- 3.4 The role of all Board members will be to take a City-wide perspective.
- 3.5 Board members will be required to develop consensus in the best interests of Wolverhampton as a whole.
- 3.6 Members will need the appropriate authority to speak on behalf of their organisation.
- 3.7 The Board will define and agree a programme of community engagement and consultation through which to ‘test’ the priority projects/ programmes.
- 3.8 The Board will agree a communications protocol to ensure a consistent and co-ordinated approach.

### **4.0 Scope of Board**

- 4.1. The terms of reference for the Board are split into two distinct areas:
1. Development of Town Investment Plan and Securing Town Deal
    - Oversight, direction, support and leadership on the development of the Town Investment Plan and associated plans and proposals
    - Monitoring progress and giving direction on any issues that have arisen
  2. Delivery of the Town Deal
    - Working with relevant stakeholders to deliver the Town Deal
    - Monitoring progress of delivery of the Town Deal
    - To hold stakeholders to account for the delivery of Town Deal

### **5.0 Alignment with Existing Governance Structures**

- 5.1 The Board members will feedback to their existing governance structures.

## **6.0 Legal Status**

- 6.1 The City of Wolverhampton Council will act as the Council for financial matters on behalf of the Board. All accounting arrangements will be made under the supervision of the Council Finance Department.
- 6.2 The Board is a strategic partnership to assist in agreeing a Town Deal and a Town Investment Plan for Wolverhampton.
- 6.3 It does not have legal status to enter into contracts.

## **7.0 Critical Success Factors**

- 7.1 The critical success factors are:
  - Establishing clear parameters for the development of the Town Investment Plan
  - Agreeing the scope of the programme,
  - Agreeing clear timescales for project delivery
  - Agreeing a robust and compelling Town Investment Plan
  - Securing a significant Town Deal for City of Wolverhampton
  - Implementing the Town Deal and associated Town Investment Plan

## **8.0 Membership**

- 8.1 The Board will consist of senior representatives from organisations playing a lead role in the City. The Chair should represent a private sector business or organisation.
- 8.2 The composition of the Board will be as inclusive as practicable covering a full range of "key players" balancing this with a realistic maximum size of partnership necessary for it to be effective and strategic. The Board also follows the membership guidance of the Town Fund as per the Towns Fund Prospectus.
- 8.3 Where a Board member is unable to attend, then it will be the responsibility of that Board member to nominate a substitute, subject to the Chair's agreement.
- 8.4 Board members agree to champion and communicate the partnership arrangements of the Town Deal throughout their organisation, partnership and sector.
- 8.5 If a member of the Board changes to a different employer or loses his or her position, then their membership of the Board will automatically cease with immediate effect.
- 8.6 City of Wolverhampton Council's Project Team will be ex officio members of the board.

8.7 The membership of the Board will be (in alphabetical order, subject to additions):

No	Board Member	Organisation	Title
1	Simon Archer	Bilston BID	Director
2	Stuart Anderson	MP (Conservative)	Wolverhampton South West
3	Cllr Ian Brookfield	CWC (Labour)	Leader of the Council
4	Mal Cowgill	City of Wolverhampton College	Principal and Chief Executive
5	James Crowter	Tecman	Managing Director
6	Adam Daniels	Countryside Properties	Regional Operations Director
7	Lindsey Flynn	Well Consultancy	Chief Executive and LEP member
8	Ray Flynn	University of Wolverhampton	Associate Director (Place)
9	Ro Hands	Learn Play Foundation	Owner
10	James Holland	Collins Aerospace	General Manager
11	Ninder Johal (Chair)	Nachural	Owner
12	Tim Johnson	CWC	Chief Executive
13	Josie Kelly	Access 2 Business	Chief Executive Officer
14	Patrick McFadden	MP (Labour)	Wolverhampton South East
15	Maninder Mangat	MM Consulting	Director
16	Kevin Rogers	Paycare	Executive Director
17	Ben Reid	Co-op	Board Member, International Co-op Alliance
18	Amit Sharma	INCO	Director
19	Cherry Shine	Wolverhampton BID	Director
20	Cllr Stephen Simpkins	CWC (Labour)	Cabinet Member for City Economy
21	Jane Stevenson	MP (Conservative)	Wolverhampton North East
22	Patricia Willoughby	WMCA	Head of Policy
23	Janis	Youth Council	(Communicate through Andrew Scragg)

8.8 City of Wolverhampton Council officers in regular attendance at meetings will include the following, plus others as appropriate:

- Richard Lawrence, Director of Regeneration, City of Wolverhampton Council
- Charlotte Johns, Director of Strategy, City of Wolverhampton Council
- Ian Fegan, Director of Communications and External Relations
- Ian Culley, Lead Planning Manager, City of Wolverhampton Council
- Michelle Nutt, Government Area Lead – Cities and Local Growth Unit
- Darowen Jones, Towns Fund Programme Manager (Managing Director, Kinver Solutions)

8.9 With the agreement of the Board, other City Council officers and external parties will be invited to attend meetings as and when appropriate.

## 9.0 Management and Coordination

### 9.1 Meeting Frequency

- The Board will initially meet on a monthly basis until completion of the Town Investment Plan (or more or less frequently if agreed by members).
- The Board will meet on a quarterly basis once the Town Investment Plan has been agreed and a Town Deal for Wolverhampton is in place (or more or less frequently if agreed by members).

9.2 The Secretariat will be provided by City of Wolverhampton Council working to the following standards:

- The agenda and papers will be circulated at least a week before the board meeting



- Actions will be formally agreed at the end of each meeting circulated to attendees within five working days of the next meeting taking place
  - Co-ordinate presentations and papers needed for the meetings
- 9.3 Attendance of guests at meetings will be notified in advance via the agenda. Where an external third party is invited it will be through agreement of the Chair.
- 9.4. The meetings may take place at venues across the Wolverhampton area.
- 9.5. The Board will be quorate with be a minimum of five members.
- 9.6. These terms of reference will need to reflect government information and will be refreshed as new material and/or guidance is published.

## **10. Code of Conduct**

### **DECLARATIONS OF INTEREST**

- 10.1 The Members recognise that it is essential that the business of the Board is conducted in an open and transparent manner.
- 10.2 The Members must therefore declare a personal interest in any item on the agenda. The following interests must be entered by each Member in the register of personal interests referenced below and also declared each time an item comes up for discussion at a meeting of the Board:
- Ownership or any other interest in any property within the area of Wolverhampton.
  - Directorship of, ownership of or employment by any company or partnership owning or occupying any property within the area of Wolverhampton or carrying out work within that area
- 10.3 Declaration involves stating the interest and also the nature of the interest. Once the interest is declared, then a Member may speak on the item but must not vote on it.
- 10.4 Elected Members of City of Wolverhampton Council are bound by the Council's Code of Conduct while at meetings of the Board.
- 10.5 Members do not have an interest by virtue of employment by or membership of a body which is represented on the Board.
- 10.6 Register of Interests shall be established and completed by all members of the Board.

### **CONDUCT OF BOARD MEMBERS**

- 10.7 All members of the Board are expected to adhere to the Nolan Principles of Public Life.
- 10.8 The Board will align itself with the governance standards and policies of City of Wolverhampton Council as Lead Council, including those policies on whistle blowing and complaints.

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