

Classification Open	Item No.
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Meeting:	Cabinet
Meeting date:	14 October 2020
Title of report:	Terms of Reference for the Radcliffe Regeneration Delivery Board
Report by:	Cllr. Eamonn O'Brien (Leader) – Cabinet Member for Finance and Growth
Decision Type:	Non-Key Decision
Ward(s) to which report relates	All Radcliffe Wards

EXECUTIVE SUMMARY

Following Cabinet's endorsement of the Radcliffe Strategic Regeneration Framework (SRF) the Council has been moving to implement the SRF as a priority.

A report to Cabinet in September 2020 set out a governance framework to deliver the proposals within the Radcliffe SRF. It asked that a clear terms of reference and division of responsibilities were produced for each of the delivery agencies.

This report proposes a terms of reference for the Radcliffe Regeneration Delivery Board (the Board), the body which will provide strategic direction, and oversight of the SRF's proposals.

Member approval is sought to assent to this terms of reference being used by the Board.

RECOMMENDATION(S)

That:

- Cabinet approves the Terms of Reference as set out in this report.

KEY CONSIDERATIONS

Background

The continued regeneration of Radcliffe remains a key priority for the Council and, to support this, the Council appointed Deloitte LLP in February 2020 to prepare a Strategic Regeneration Framework (SRF) for Radcliffe. The aim was to set out a comprehensive plan to direct the future growth and development of the town in a coherent and joined-up manner.

Early and extensive engagement with key Radcliffe stakeholders underpinned the preparation of the draft SRF and in June 2020 Cabinet Members approved a draft of the document for consultation purposes. This was followed by a six-week period of public consultation between 22nd June to 3rd August 2020 to seek the views and inputs from the wider public, key stakeholders and partners.

The Radcliffe SRF was revised in response to comments raised during consultation and the amended version was subsequently endorsed by Cabinet in September.

The SRF is now in the preliminary stages of its delivery phase. As such, it is a critical time to establish a robust governance framework, with strong remits and clearly marked parameters, to ensure a sturdy platform is built from which prompt delivery can come.

THE PROPOSAL

The proposed Terms of Reference for the Radcliffe Regeneration Delivery Board are as follows:

Purpose of the Board:

Cabinet endorsed Radcliffe's Strategic Regeneration Framework (SRF) in September 2020. The document's coherent and joined up series of interventions will shape the future direction of Radcliffe's growth.

The Radcliffe Regeneration Delivery Board will be chaired by Sir Howard Bernstein and will coordinate the strategic direction, delivery, oversight and monitoring of the SRF's projects.

The Board will be the 'custodian' of the SRF and oversee its implementation, taking responsibility for producing and monitoring a programme plan showing actions linked to timescales for the short and medium term.

It will seek to maximise the opportunities for securing public and private funding to support delivery of the SRF programme including taking responsibility for overseeing submissions and as appropriate the production of Business Plans which may from time to time be required to access public funding.

The Board will have a schedule of bi-monthly meetings over its initial lifespan of 10 years.

It comprises key council officers, strategic partners and representatives from the private sector.

Aims and objectives:

The Board will:

- "Own" the SRF and oversee its implementation;
- Deliver the projects set out in the SRF by inputting on matters from the strategic to day to day level;
- Oversee the delivery performance of key projects contained in the SRF;
- Offer guidance and comment on the use of stakeholders land to promote the objectives of the SRF;
- Advise on the use of partnership models to deliver the objectives of the programme;
- Identify and mitigate key risks associated with the regeneration programme;
- Ensure the projects and associated activities are delivered to time and budget;
- Define and realise benefits;
- Ensure the development and implementation of an effective resident and stakeholder communications strategy;
- Oversee public funding, ensuring robust stewardship of public resources; and
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- Recommend decisions on spending for Cabinet's consideration.

Roles and responsibilities

The Board will operate at a high level and be responsible for advising on and delivering the key projects set out in the Radcliffe SRF.

The Board will co-ordinate and generate investment from across all stakeholders and will sit within a wider SRF governance structure which comprises:

Radcliffe Cabinet Committee - Providing executive political leadership for the delivery of the SRF. The RRDG will advise the Radcliffe Cabinet Committee on the effective resourcing of the delivery arrangements for the SRF and the co-ordination of the Council's input to the programme.

Programme Management Office - With a dedicated officer to lead on the development and delivery of the SRF programme as a whole.

Radcliffe Advisory Group (formerly the Radcliffe Regeneration Task Group) - A sounding board which engages with local community groups, retailers and local public services managers.

Board members will nominate deputies for attendance in their absence.

The Board will be supported by the Project Management Office.

Membership

The Board will comprise:

Chair – Sir Howard Bernstein
Council Members
Council Leader
Chair of Radcliffe Advisory Group
Member of Parliament
MP for Bury South
Strategic Bodies
Greater Manchester Combined Authority
Transport for Greater Manchester
Homes England
Environment Agency
Private sector partners with a stake in key projects
Council Officers
Chief Executive Officer for the Council
Head of the PMO - (Deloitte LLP) / Radcliffe Project Manager

Director of Regeneration and Capital Growth
Director of Financial Transformation

Meetings

The Board's bi-monthly meetings will not be public, but the agenda and actions will be made available on a dedicated Radcliffe Regeneration site. Commercially sensitive information will not be published.

Board members will receive papers and agendas not less than 1 week ahead of the proposed meeting, and will receive minutes and actions not more than 2 weeks after the meeting. The agenda, papers and minutes for the meeting will be compiled by the Radcliffe Project Manager and supporting Planning Project Officers.

Declaration of Interest

A register of these will be maintained.

Review

The Terms of Reference will be reviewed annually, but may be amended by group members in the interim to suit any changing circumstances, priorities, and/or resources which may arise.

OTHER ALTERNATIVE OPTIONS CONSIDERED

None

EQUALITY IMPACT AND CONSIDERATIONS:

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

A public authority must, in the exercise of its functions, have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*
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ASSESSMENT OF RISK:

The following risks apply to the decision:

Risk / opportunity	Mitigation
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CONSULTATION:

LEGAL IMPLICATIONS:

It is important that there are clear roles and responsibilities for oversight and delivery of the Radcliffe SRF. Each structure for governance including the RRDB needs clear terms of reference and division of responsibilities to enable the delivery of the SRF and other regeneration initiatives that may emerge over time.

The key function of the RRDB is to provide the strategic direction of regeneration Radcliffe to deliver the key aims set out in the SRF. The Board will be responsible for oversight of a significant amount of public funding. As such, members of the Board should fulfil their role as public-private partnerships whilst ensuring robust stewardship of public resources.

The RRDB includes a range of organisations from the public and private sectors that are in a position to contribute through partnership working to improving the quality of life of the residents of Radcliffe.

The Board will include Senior Member's and Officer's with responsibility for keeping the SRF delivery plan under review and to work with senior representatives from stakeholders on the development of projects for implementation.

Decisions on spending and contracts will have to be taken back inside the council at Cabinet or by officers.

The Council's website will clearly set out the roles and responsibilities and the governance and decision making processes for the RRDB including:

- Remit of the Board including terms of reference
- Board membership and roles
- Chair/vice-chair term and responsibilities
- Board structure including sub-committees and reporting arrangements
- Accountable body arrangements

FINANCIAL IMPLICATIONS:

There are no direct financial implications arising from the report. The establishment of the board will promote effective governance and the membership ensures financial oversight throughout the process. Any decisions that have a financial implication will be considered at the appropriate time and will be subject to the Council's decision making processes.

REPORT AUTHOR AND CONTACT DETAILS:

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BACKGROUND INFORMATION:

The Radcliffe SRF and further information relating to it can be found on www.bury.gov.uk/radclifferegeneration.

Glossary

Term	Meaning
RRDB	Radcliffe Regeneration Delivery Board
SRF	The Radcliffe Strategic Regeneration Framework
The Board	Radcliffe Regeneration Delivery Board

