Royal Sutton Coldfield Plan for Neighbourhoods

Decision Log

Date:	28 March 2025
Agenda Item:	3
Summary:	The Chair nominated a Vice Chair of the Royal Sutton Coldfield Plan for Neighbourhoods Board.
Approved Decision:	Cllr Simon Ward appointed as Vice Chair of the Royal Sutton Coldfield Plan for Neighbourhoods Board.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	7
Summary:	The Board gave consideration to an alternative organisation, such as a community group, to act as secretariat to the Board, the Board agreed that the Town Council should undertake this role, given the requirements to ensure it followed the associated governance, transparency and publishing requirements.
Approved Decision:	Royal Sutton Coldfield Town Council undertake the role of secretariat for the Royal Sutton Coldfield Plan for Neighbourhoods Board.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	7
Summary:	The Board considered requests for public attendance at Board meetings.
Approved Decision:	Royal Sutton Coldfield Plan for Neighbourhoods Board meetings would not be open to members of the public.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	10
Summary:	The Board considered the draft Code of Conduct & Register of Interests Policy.
Approved Decision:	The Code of Conduct and Resister of Interests Policy was adopted by the Royal Sutton Coldfield Plan for Neighbourhoods Board.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	11
Summary:	The Board considered Board membership.
Approved Decision:	The Royal Sutton Coldfield Plan for Neighbourhoods Board Membership, as presented to the Board on 28th March 2025, was approved.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	11
Summary:	The Board considered regular meetings with residents and other key stakeholders.
Approved Decision:	**Decision** - Arrangements are to be put in place for the Chair, plus another Board Member, together with a member of staff from RSCTC, to hold regular meetings with residents and other key stakeholders and that there would be an annual 'Come and Meet the Board' event.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	11
Summary:	The Board considered whether it would be useful to work with smaller thematic groups to deliver the Fund objectives.

Approved Decision:	The Royal Sutton Coldfield Plan for Neighbourhoods Board would establish smaller groups to facilitate engagement on a thematic basis.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	11
Summary:	The Board considered any changes to the Pre Boundary for Ministry of Housing, Communities and Local Government (MHCLG) to approve. The Board agreed that the place boundary for the Fund should mirror the Sutton Coldfield Parliamentary Constituency and the constituency boundary to be formally submitted to MHCLG for its consideration as the Place Boundary for the Royal Sutton Coldfield Plan for Neighbourhood Fund.
Approved Decision:	The proposed boundary change is amended to mirror the Sutton Coldfield parliamentary constituency boundary which is also the area covered by Royal Sutton Coldfield Town Council.
Signed:	Douglas Wright
Title:	Board Chair

Date:	28 March 2025
Agenda Item:	11
Summary:	The Board considered use of capacity funding for Royal Sutton Coldfield Town Council to engage support.
Approved Decision:	Approve the procurement of a specialist supplier/s to carry out grassroots community engagement, to produce a vision, Regeneration Plan for the next 10 years, and a detailed Investment Plan for the first 4 years of the programme.
Approved Decision:	Approve that voluntary/community sector organisations for each Ward be commissioned to collaborate with the successful supplier once appointed.
Approved Decision:	Approve a budget of up to £50,000 for the specialist supplier contract, and a community pot of £24,000 for voluntary/community sector engagement, allocated from Neighbourhoods Capacity Revenue Fund.
Signed:	Douglas Wright
Title:	Board Chair

Date:	20 June 2025
Agenda Item:	7
Summary:	The Board considered its Terms of Reference
Approved Decision:	Approve the revised Terms of Reference with line 5.7 in the draft Terms of Reference deleted.
Signed:	Douglas Wright
Title:	Board Chair

Date:	20 June 2025
Agenda Item:	13
Summary:	The Board received two presentations from shortlisted candidates to carry out community engagement and produce the Vision and Regeneration Plan for the next 10 years together with a detailed Investment Plan for the first 4 years of the programme.
Approved Decision:	Approve that Genecon be commissioned to carry out community engagement on the Plan for Neighbourhoods and to work with the Board to develop the 10 Year Vision and Regeneration Plan and Investment priorities for the first four years of the programme.
Signed:	Douglas Wright
Title:	Board Chair

Date:	20 June 2025
Agenda Item:	13
Summary:	The Board considered the five applications that were received for funding of £3,000 to conduct grass roots consultation, in collaboration with Genecon.
Approved Decision:	Approve that Age Concern, The Gap, Our Place CIC, Sutton Parivaar and Boldmere Futures CIC are awarded £3,000 to conduct grass roots consultation, in collaboration with the specialist contractors (Genecon).
Signed:	Douglas Wright
Title:	Board Chair

Date:	20 June 2025
Agenda Item:	16
Summary:	Date of the next meeting
Approved Decision:	Approve that the meeting scheduled for 5 December is brought forward to 21 November 2025.
Signed:	Douglas Wright
Title:	Board Chair

Date:	12 September 2025
Agenda Item:	12
Summary:	Establishment of Sub-Group
Approved Decision:	Establishment of a sub group of six Board members to review results of the PfN survey and the community thematic stakeholder groups and to work with Genecon on the development of the vision, Regeneration Plan and Investment plan ahead of next Board meeting.
Signed:	Douglas Wright
Title:	Board Chair

Date:	12 September 2025
Agenda Item:	13
Summary:	Date of the next meeting
Approved Decision:	Approve that the meeting scheduled for 21 November is brought forward to 20 November 2025. Starting at 4pm.
Signed:	Douglas Wright
Title:	Board Chair

Date:	19 March 2026
Agenda Item:	5
Summary:	PiPP Monitoring Requirements
Approved Decision:	Board noted updated guidance on the Pride in Place Programme monitoring requirements.
Signed:	Douglas Wright
Title:	Board Chair

Date:	19 March 2026
Agenda Item:	7
Summary:	Resource for delivery of PiPP
Approved Decision:	Board approved a draft JD & PS for the role of Pride in Place Project Manager
Signed:	Douglas Wright
Title:	Board Chair

Date:	19 March 2026
Agenda Item:	8
Summary:	Capacity Building Funding / Community Engagement Events
Approved Decision:	Board approved a Community Enabling Fund for grants up to the value of £7,500 and a Community Development Fund for grants of between £7,500 - £25,000
Signed:	Douglas Wright
Title:	Board Chair

Date:	19 March 2026
Agenda Item:	8
Summary:	Capacity Building Funding / Community Engagement Events

Approved Decision:	Board approved a using up to £30,000 of the Capacity Building Fund for community events to promote the Pride in Place Programme, for up to 12 events at £2,500 each.
Signed:	Douglas Wright
Title:	Board Chair

Date:	21 May 2026
Agenda Item:	5
Summary:	Revenue Funding
Approved Decision:	Board agreed that £200K revenue funding in year one is allocated to fund Community Enabling and Community Delivery grants
Signed:	Douglas Wright
Title:	Board Chair

Date:	21 May 2026
Agenda Item:	5
Summary:	Sub Group Minutes
Approved Decision:	Board noted the minutes of the sub group meetings held on 13 April, 27 April and 11 May.
Signed:	Douglas Wright
Title:	Board Chair

Date:	21 May 2026
Agenda Item:	7
Summary:	Community Enabling Sub Group Panel
Approved Decision:	DP, CH, CE, WA, NA, KJ, JST, CB, RP & PF will form a sub group to approve Community Enabling grants up to the value of £7,500
Signed:	Douglas Wright
Title:	Board Chair