



A place to start,
to stay, to grow!

Staveley Town Deal Board

Minutes of the Meeting held on 17th September 2021 (10:00 – 12:00)

(Via MS Teams)

Attendance

Board Members	
Ivan Fomin (Chair)	MSE Hiller
Cllr Tricia Gilby (Vice Chair)	Chesterfield Borough Council
Cllr Paul Mann	Staveley Town Council
Mervyn Allcock	Barrow Hill Engine Shed Society
Toby Perkins, MP	Member of Parliament, Chesterfield
Ian Wingfield	Springwell Community College
Peter Hardy	Chesterfield Canal Trust Ltd
Julie Richards	Chesterfield College
Dr Peter Scriven	Divisional Director, Royal Primary Care (East)
Cllr Tony King	Derbyshire County Council
Observer	
ARUP - Town Deal Delivery Partner	Jade Tilley
Officers in support	
Theresa Channell	Chesterfield Borough Council
Lynda Sharp	Chesterfield Borough Council
Lindsay Wetton	Chesterfield Borough Council
Gina Taylor	Chesterfield Borough Council
Neil Johnson	Chesterfield Borough Council
Alison Westray Chapman	Derbyshire County Council
Mark Evans	Staveley Town Council
Craig Busby	Office of Toby Perkins MP
George Rogers	Chesterfield Canal Trust Ltd
Alexander Pymm	Office of Lee Rowley MP
Attendees who delivered the presentations and departed after their item	
Emily Williams (DRIVE)	Chesterfield Borough Council
Lee Smith & Matt Lancaster	Maber
Mark Collins	Bentley
Stephen Wenlock	Chesterfield Borough Council
Christian Nielsen	BDP Consultants



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1 Apologies

Angela Stansfield	Department of Work and Pensions
Melanie Phythian (MP)	Towns Hub Policy Advisor, Cities and Local Growth Unit
Peter Dewhurst	University of Derby
Michael Rich	Chesterfield Borough Council
Huw Bowen	Chesterfield Borough Council
Mark Potter	Chesterfield Canal Trust Ltd
Kara Butler	Derbyshire Police
Lee Rowley MP	Member of Parliament, North East Derbyshire
Will Morlidge	D2N2 LEP

Welcome and introductions and apologies (IF)

Ivan welcomed some new attendees to the meeting. Theresa Channell is attending her first meeting since commencing in her new role at Chesterfield Borough Council as Section 151 Officer. Moving forward she will be involved in the financial side of the Town Deal acting on behalf of CBC as Accountable Body.

Ivan also welcomed an introduced Dr Peter Scriven to the meeting. He is Divisional Director, Royal Primary Care (East) and will represent the health sector. Peter thanked the Chair for the welcome and provided some background to his health role locally and in his interest in tackling health inequalities aligned with deprivation. He considers engaging in the Town Deal to be an exciting opportunity and by working collaboratively he is hopeful a difference can be made to the health and well being of local residents. IF reminded the Board that 18 months ago when the Board was initially formed, health inequalities were a key issue that had been highlighted impacting on the area. He recalled that life expectancy was significantly less for Staveley residents when compared to other areas of the Borough.

IF also welcomed Gina Taylor, Engagement Officer to the meeting, she will join Team Town Deal on a 2 day per week basis and work closely with the Communications, Engagement and Consultation Group.

Declarations of Interest

No Declarations of Interest were reported.

LW asked the Board to complete and return the Declaration of Interest update form that has been issued prior to the meeting.

Action: DOI forms to be completed and returned (ALL)

Minutes of the last meeting held on 16th July 2021 (IF)

Minutes were approved as an accurate record. All actions had been completed or are covered within the agenda of the meeting.



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Project Sponsors Presentations

a. DRIIVE

Emily Williams, Skills Delivery Manager from Chesterfield Borough Council presented details of the DRIIVE Project to the meeting. She introduced the wider team working on the project who were also in attendance at the meeting. Following the presentation IF invited questions from the Board.

Cllr Mann asked a series of questions of the project team. Firstly, he questioned the projects impact on the local economy, specifically how it would contribute to GVA in Staveley? He was interested to know how local people would benefit from the project as they wouldn't have the skills to get jobs in the DRIIVE Centre? In addition, he raised concerns about transport accessibility highlighting that access to the site is constrained by a low bridge and he would like to ensure that local communities like Barrow Hill were not impacted negatively by the development.

Emily and the team sought to respond to Cllr Mann's questions. Firstly, in relation to GVA, Mark Collins advised that this would be considered in detail as the preferred option is progressed following this meeting. It will be a key part of the economic case that will form part of the final business case. MC indicated he would be happy to bring this back to a future meeting. Cllr Mann added that the reason he asked is to ensure that the investment in the project and GVA generated can remain in Staveley through ensuring local supply chains benefit.

Emily addressed the points raised around skills, acknowledging that skills development takes time. She was keen to highlight that the DRIIVE Centre when operational won't just train young people it will train existing staff that are seeking to up skill and or re-train. Consultation has already taken place with local businesses who have indicated that their workers would benefit from the level of training offered at DRIIVE.

With regards to the question posed around transport and accessibility to the site, Lee Smith advised that this would be fully addressed as the project progresses towards planning approval. However, the impact on traffic is anticipated to be minimal. Large loads are likely to access the site by rail. Links will also be made with other Town Deal projects like Wheels to Work and Barrow Hill Rail Station to ensure accessibility for students and those working at the site.

IF asked whether the proposals for DRIIVE that have been brought to the Board are dependant upon Talgo's investment. Emily confirmed that this was not the case. When the DRIIVE project was first developed they were a key commercial partner. However, whilst still committed to their all UK investment strategy, Talgo have been unable to commit to the project within the Town Deal funding envelop timescales. They remain engaged and are actively working with Chesterfield partners. Within the scope of the project, there is potential for grow on space and Talgo could develop premises here in the future.

IF queried whether the proposals still included commercial space for businesses. Emily confirmed that there remained commercial space but it was less than had been originally planned due to the need to reduce the project to align with budget constraints. The grow on space would allow for commercial space to be provided if demand allows.



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IF queried whether consideration had been given to the specialist nature of running and operating a building of this type, with emphasis on track-side knowledge and skills. Emily confirmed that as the proposal is contained within the confines of the Engine Shed and that Barrow Hill are key partners that this specialist knowledge is available.

Tricia Gilby referred to Cllr Mann's reference to the local economy needing to benefit from the project. She highlighted that the project would be in scope of Chesterfield Borough Council's Local Labour Market Policy that sits aside the planning process. Any project being built in the Town, including those funded via the Town Deal would have to demonstrate how they engage local supply chains and work with local labour.

Ivan queried whether the project would involve engagement with the Rail College in Doncaster. Emily confirmed that there had been previous engagement. However, recent changes to the management and scope of the College means that this will need to be re-visited as the project progresses. Tricia Gilby added that this afternoon she would be Chairing a national conference on HS2. One of the key points that she has learnt from her HS2 related work is that Colleges in the north are closely aligned and collaborating well. She feels that the DRIIVE project would align well with this offer.

Ivan queried the future operation and ownership of the building. MC advised that this would be considered in detail as part of both the commercial and management case. Discussion has already taken place between partners and this will be re-visited in coming weeks.

b. Town Centre Masterplan

Stephen Wenlock and Christian Nielsen presented the Board with an update on progress on the development of the Masterplan for Staveley Town Centre. The Masterplan will shortly be circulated for consultation to the local community and wider stakeholders. SW indicated that following this, the Town Deal Board would receive a further update at their November 2021 meeting.

Following the presentation, Ivan invited the Board to ask questions.

Ivan commented that the presentation had provided a high level overview. He wondered if the project team was confident that the detail would be available to support the development of full business cases in line with Town Deal timescales? SW advised that work on the detail had been going on in the background. The Masterplan has also been scrutinised by an external panel of High Street Taskforce experts and the TFDP. It has been received well. He advised that the businesses cases are being developed in tandem, without pre-empting the outcome of the Masterplan process. There are clear target areas for intervention and this is where the business plan activity has focussed.

Cllr Paul Mann asked that Staveley Town Council be given full sight of the Masterplan document when it is available. He also advised that he is delighted by the progress that has been made on the Masterplan and that he feels the people of Staveley have been listened to. SW thanked Cllr Mann for the positive praise and reiterated that the next phase of consultation would be to ensure that the public and key stakeholders are listened to, to inform the Masterplan.

Ivan asked whether Staveley Town Council should be more involved with the Masterplan. SW confirmed that the Town Council have already been directly engaged in the process, a meeting has been held. He advised that consultation would go live in November – December 2021 where feedback



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from key stakeholders would be valuable to inform the Final Masterplan and subsequent Business Case.

Toby Perkins commented that the Town Centre was the major issue that local residents in the area wish to see improved. He believed the priorities outlined are the right ones. However, he expressed that improvements in Staveley would be from a difficult starting point. The need for physical investment is significant yet the financial resources available are relatively limited. It simply isn't possible to knock the Town Centre down and start again. We need to ensure that the priorities selected are the right ones to make a difference to the success of the Town Centre and ensure that retailers, businesses and footfall are attracted. SW responded by saying that these were all good observations. The Masterplan is looking at interventions that will support the future growth of the Town Centre, reflecting that the population of Staveley will increase. CN agreed and reiterated that as the population of Staveley increases and new residents are attracted, this is the golden opportunity to improve the Town Centre, taking locals and new residents with us on a journey of vibrancy, to love their town and grow confidence.

LW commented that there is a role for the Board to ensure that we pull all elements of the Masterplan together from a place making perspective. The Town Deal is a mainly capital focussed scheme yet partners have control of revenue funding that can add to and enhance provision and services. We need to pool resources and connect services to support the Town Centre & Town Deal. We are funding 11 projects but it is more than that. The Board have a developing role to support and influence how we can use mainstream resources to pull initiatives together and get better value for local residents.

Tricia Gilby commented on the Masterplan and expressed her delight that it seems to be reinforcing the Town Centre. She reported that at an earlier meeting of the Town Deal Board there had been mention that the focus of the Town Centre could shift towards the Canal Basin. Tricia is pleased that this is not the case and reiterated that the Town Centre is the most accessible location by all modes of transport and forms of active travel. She is looking forward to seeing the Town Centre for the future emerge that will serve the needs of existing and new residents.

Action: LW to circulate copies of presentations.

Town Deal Policy & ARUP Support Update

MPh sent her apologies for this meeting, but key messages are contained under Item 6. MPh met with IF and LW recently and had a valuable discussion and a tour of Staveley.

JT provided an update on the TFDP activity to support the Staveley Town Deal. She also shared details of further support and events that Board members and project sponsors can engage in.

Action LW to circulate copies of JT presentation.

c. Programme Activity report

a) Funding Update

LW advised the Board that she needs to submit a revised financial profile (Annex A1) to Government by 27th September 2021. She will liaise with project sponsors to determine the final figures. Chesterfield Borough Council, as Accountable Body is anticipating receipt of 5% of the programme budget (£1.26 million). This funding can be used to support up front project development costs (to support business case development and expediate project delivery). Spend can include site purchase, site investigations, design costs and so forth. This 5% payment upfront is not new money and will come from projects original financial allocations. It was proposed that spend of this allocation up to £100k could be approved by CBC as Accountable Body and reported to the Board thereafter. Spend in excess of £100k should be brought to the Board. Discussion took place around this and it was agreed that it should be considered in more detail at the next meeting when Theresa Channell as Section 151 Officer can review and consult other 151 Officers as to the approach they are undertaking.

LW updated the Board on the progress of fast track projects in bringing forward business cases. She advised that SMWFC were expected to receive planning permission shortly and that lease arrangements were being finalised for the site. Proposals at Hartington Industrial Park are also progressing well. A site meeting was held this week with planners. With regards to the Wheels to Work project, progress is awaited from the project sponsor.

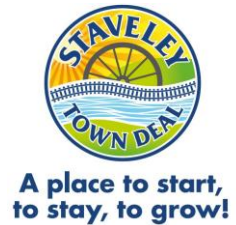
Lindsay updated on capacity funding spend. Allocations have been released to Staveley Town Council and Chesterfield Canal Trust to support development of business cases. A proposal for use of this funding is also anticipated from Barrow Hill Memorial Trust. Mark Evans confirmed that the business case for Staveley Hall was now complete thanks to the Capacity Funding and that the Town Council would like it to be considered as a fast track project.

LW advised that upon receipt of business cases, external appraisal and review would be undertaken. The costs of this would be met from the capacity funding. However, two projects are proportionately smaller in scale than the others (SMWFC and Wheels to Work). For these projects, it is proposed that Chesterfield Borough Council use internal expertise to undertake appraisals. This was agreed as an appropriate way forward.

b) Programme Gantt Chart and Project Tracker

LW reported that she continues to meet with project sponsors regularly. The project trackers is a live document and it is regularly updated. There is a Project Sponsors meeting next week. As well as hearing about projects progress towards completing business cases, sponsors will have the chance to learn about how to embed culture and heritage into Town Deal proposals and how to adhere to Public Sector procurement. LW highlighted the Gantt Chart which provides at a glance way to track project progress. The Project Risk Register has also been developed, which will be regularly maintained and updated. IF asked whether the project tracker information could be shared with the Board on a fortnightly basis to enable progress to be tracked.

Action: Project tracker to be shared on a fortnightly basis with the Board.



c) Project risk register

As above, Lindsay reported that the project risk register was being maintained as a live document.

Communication, Engagement & Consultation Working Group (CEC)

Ian Wingfield reported that the CEC group has met twice since the last Board meeting. Key actions achieved are outlined in the paper circulated. However, he welcomed Gina who has now been appointed into the new Engagement Officer role. Board were presented with the Communications Protocol, the principles for projects and Board members to adopt to ensure correct information is available and assists partners are able to speak with a shared voice on Town Deal matters. An events calendar has also been developed that pulls together local events and engagements that are planned. The Town Deal team will be able to attend and promote events. Ivan highlighted that this is a live document and that he would like Board members to be engaged in events.

Ivan asked Board Members to formally approve the Communications Protocol and provide details of suitable partner events to promote the Town Deal. This was approved.

Any Other Business

Ivan asked for an update on the Springwell Community College Accelerator Fund project. IW confirmed that this project was on track. A meeting will be held next week with the College's PFI partner and following this a planning application will be submitted.

Ivan asked if Chesterfield Canal Trust were able to provide an update on the Heritage Lottery funding application that has been submitted. Peter Hardy from Chesterfield Canal Trust advised that a site visit was held, it was positive and formal feedback is expected shortly.

Ivan highlighted that the Boards Term of Reference (TOR) that were originally approved when the Town Deal Board was formed will need to be refreshed to ensure that they are fit for purpose. Currently they refer to activities that support the development of the Town Investment Plan, where they now need to focus on delivery of projects and the wider Place Making. Advice will be sought as to how the TOR should evolve and this will be brought back to a future meeting for discussion.

Date and Time of Next Meetings

Friday 29 October 2021 (15:15 – 16:30) on MS Teams

Friday 12 November 2021 (10-12) – In Person, Staveley Miners Welfare Football Club

Wednesday 22 December 2021 (2 – 3pm) on MS Teams

Friday 14 January 2022 (10 – 12)

Wednesday 16 February 2022 (10 – 12)

Friday 18 March 2022 (10 – 12)