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## Staveley Town Deal Board

### Minutes of the Meeting held on 14th May 2021 (10:00 – 12:00)

#### (Via MS Teams)

##### 1. Attendance

|                                   |  |
|-----------------------------------|--|
| <b>Board Members</b>              |  |
| Ivan Fomin (Chair)                | MSE Hiller   |
| Cllr Tricia Gilby (Vice Chair)    | Chesterfield Borough Council                           |
| Huw Bowen                         | Chesterfield Borough Council                           |
| Mark Potter                       | Chesterfield Canal Trust Ltd                           |
| Cllr Paul Mann                    | Staveley Town Council                                  |
| Mervyn Allcock                    | Barrow Hill Engine Shed Society                        |
| Kara Butler                       | Derbyshire Police                                      |
| Lee Rowley MP                     | Member of Parliament, North East Derbyshire            |
| Toby Perkins, MP                  | Member of Parliament, Chesterfield                     |
| Ian Wingfield                     | Springwell Community College                           |
| Peter Dewhurst                    | University of Derby                                    |
| Julie Richards                    | Chesterfield College                                   |
| Rachel Blurton                    | DWP/Job Centre Plus                                    |
| James Child                       | DWP/Job Centre Plus                                    |
| Julian Sutton                     | DWP/Job Centre Plus                                    |
| Cllr Tony King                    | Derbyshire County Council                              |
| Sajeeda Rose                      | D2N2 LEP   |
| <b>Observer</b>                   |  |
| Melanie Phythian (MPh)            | Towns Hub Policy Advisor, Cities and Local Growth Unit |
| ARUP - Town Deal Delivery Partner | Jade Tilley  |
| <b>Officers in support</b>        |  |
| Lynda Sharp                       | Chesterfield Borough Council                           |
| Lindsay Wetton                    | Chesterfield Borough Council                           |
| Michael Rich                      | Chesterfield Borough Council                           |
| Alison Foote                      | Derbyshire County Council                              |
| Mark Evans                        | Staveley Town Council                                  |
| Lucy Turner                       |  |
| George Rogers                     | Chesterfield Canal Trust Ltd                           |
| Chris Williams                    | Office of Lee Rowley MP                                |

##### 2. 1 Apologies

|                   |                                 |
|-------------------|---------------------------------|
| Neil Johnson      | Chesterfield Borough Council    |
| Angela Stansfield | Department of Work and Pensions |



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### **3. Welcome and introductions and apologies (IF)**

IF welcomed all Board Members and Officers to the meeting.

Project Sponsors, Emily Williams and Simon Redding were welcomed to the meeting for their presentations.

Apologies were recorded as detailed above.

### **4. Declarations of Interest**

IF asked for all Declarations of Interest. No declarations of interest were reported.

### **5. Minutes of the last meeting held on 12th March 2021 (IF)**

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

### **6. Project Sponsors Presentations**

#### **a. Construction Skills Hub**

Emily Williams, Skills Delivery Manager from Chesterfield Borough Council presented details of the Construction Skills Hub to the meeting. Following the presentation IF invited questions from the Board.

TP thanked Emily for the presentation. He advised that it was his view that construction skills are key to support the future of UK growth and he was very supportive of the project as outlined. He confirmed that he considered the project to be a good use of Town Deal funding.

PM asked for confirmation that the project will involve the engagement of Chesterfield College, as the traditional base for construction skills training. Emily confirmed that the proposals have been developed with Chesterfield College and will complement the College provision. The Hub will ensure that existing learners and new students will be engaged via the project. The intention is to ensure that they are offered valuable work experience across the development pipeline with a wide range of developers, in addition.

JR confirmed to the meeting that Chesterfield College were fully engaged and that it will add value to the training already offered. A key challenge for the College is to find safe work experience placements for students and these proposals will meet this need. She confirmed that proposals also fit well with the Skills White Paper that seeks to put employers at the heart of skills development. The College is working with East Midlands Chamber to develop a trailblazer as part of proposals for a Skills Improvement Plan for Chesterfield and North East Derbyshire. The Construction Skills Hub fits well with this and also the Construction Digital Skills Hub that is being launched, that has been funded via D2N2 LEP.

IF asked JR if College applications had increased following the upsurge in youth unemployment that was reported by Emily in her presentation. JR confirmed that the College is experiencing an upsurge in applications. This is focussed on courses related to manufacturing, healthcare and construction.



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IW as the Headteacher of the local school offered support to the project. He has close links with Netherthorpe School and is happy for EW to engage in terms of consultation and in the recruitment stage.

MP asked for further details around the project timeline with particular emphasis of the Hub being located on the Mastin Moor site being developed by the Devonshire Group. He queried that if the timescales didn't work out could the Hub being moved elsewhere within Staveley? EW responded by advising she is working very closely with the Devonshire Group and is confident of the timelines as proposed. There will be links made to other sites across Staveley to ensure that the students are offered work experience and this provides some resilience to any risks of delay. She also confirmed that the consultants appointed to support the development of the business case will be reviewing this issue.

RB commented that women are currently under-represented in construction and wondered if the project would seek to tackle this issue? EW confirmed that work was already under-way to promote careers in construction to women and to other under-represented groups. CBC is working with Destination Chesterfield, Woodhead's, Whittam Cox and the Careers Hub to promote careers in construction and to deliver a mentoring programme.

JS advised that JC Plus is developing a virtual youth zone targeting support to young people (18-24) that are not in employment or training. This initiative would be useful for signposting to the construction skills hub.

PM asked for confirmation that the Hub would engage with other construction sites in the area. EW confirmed this was the case and that it was the intention to link with all sites across the area.

PD commended the project and highlighted the opportunity for it to part of the wider jigsaw of activities that are coming together that should result in real change, if the timing is right. He highlighted links to opportunities at Peak Resort, who are targeting net zero from the development. The Hub could focus on innovation methods of construction that could support this.

TG commented that the Hub is not a stand-alone project, it is aligned to the Council's inclusion of Local Labour Clauses on major planning applications (since 2011). Contractors working in the area are already signed up to delivering against the principles of this project. Initiatives such as "My Future"- a virtual careers platform that was developed by CBC with support from the Careers Hub will also be able to promote opportunities available at the Hub and more widely in terms of careers in construction.

TK responded to PD comment around net zero. He highlighted the real opportunity to totally change building methods to achieve net zero and that projects such as this would play a key role in trailblazing this.

#### **b. Barrow Hill Memorial Hall**

Simon Redding from Barrow Hill Memorial Hall Trust presented to the Board details of the project proposal for Barrow Hill Memorial Hall.

PM asked about future sustainability of the Hall, when completed. He advised that the Hall had struggled when it was a Working Mans Club and had to close and he wondered what the difference



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was between this project and what had operated there previously? SR responded by advising the trust were not seeking to re-build what was there previously. For example, the Working Men's Club had 5 bars and that wasn't sustainable. A detailed viability assessment has been conducted on the proposals and the multi-use/multi-occupancy approach presented the opportunity to benefit from a range of income streams to support sustainability of the Centre. He also highlighted that the community surrounding the Hall was scheduled to grow in the future with over 2000 new homes being built on the former Staveley Works corridor, he felt that this would grow the market demand for the facilities.

PD asked about the potential to align with other activities such as Digital Skills, being developed by DCC. SR confirmed he was already in discussions about bringing this type of activity into the Hall. PD asked if there was an opportunity to consider enterprise within proposals. SR confirmed that the proposals included space for managed workspace and co-operative working.

TG questioned SR on the Hall's ability to contribute to reduce its carbon footprint. SR confirmed that that as a heritage building this is often a challenge. However, efforts have been made to target improvements. The roof has been replaced and insulated to modern standards. Further improvements will see the building insulated, LED lighting provided and the heating replaced with a system that can be zoned and operated by renewable energy.

TP thanks SR for the presentation and shared his concern that whilst there is a need for a project of this type to improve the quality of life for local residents, getting it to financially wash its face is a concern. Barrow Hill is a small village and as mentioned in the presentation, pubs and takeaways have closed in the area. TP asked that if the Board signs this project off and it is proven to be unsustainable, who would pick up the ongoing costs? SR responded by advising the wider regeneration proposals for the area should help ensure market demand. The project would be a stand-alone project operated by the Community Trust and the Trust would be responsible. Ultimately if not sustainable, the Trust would operate less of a service.

HB thanked SR for bringing the project to life in the presentation. He commented to the Board that they must not consider this project in isolation. For example, both this and the Staveley Town Council project are proposing to deliver events and may be in competition. He urged the Board to look at projects in aggregation, considering the relationships between projects. In addition, One Public Estate are reviewing public sector accommodation in the Town Centre.

**Action:** LW to circulate copies of slides from both project sponsors presentations.

## **7. Town Deal Policy & ARUP Support Update**

MPh advised that no issues to report at the meeting. She confirmed the deadline to submit profiles next week. She has reviewed the documents prepared for the meetings consideration and considers them to be robust and good detail affording her no concerns.

JT provided an update on Arup's 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.



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## **8. Resources for Programme Management**

MR presented the paper and updated on progress and preparation that is detailed in the paper. Town Board noted the work undertaken since the last meeting and resolved to unanimously approve the recommendation to: approve the allocation of £400k of Towns Fund to contribute to the costs of programme management resources and to endorse the proposals for utilising the capacity funding to support the development of full business cases.

IF advised Board that recruitment had taken place for the Town Deal Manager. Two further posts will be recruited to create the Programme Team.

## **9. Town Deal Phase II Update**

MR presented the papers. Returns are being prepared for Government in line with the conditions of the Heads of Terms. Town Board noted the work undertaken since the last meeting.

Approval was sought for the returns being made to government including the financial profile and response to funding conditions (shown as Appendix I). Board approved this unanimously.

MR explained that CLG have requested Town Deal areas to review projects with a view to “fast tracking” delivery and expenditure. Further to this, unanimous approval was given that the Town Board agree to receive a further recommendation regarding a potential fast tracked project by circulation and delegate final approval of this to the Chair, once the Business Case is ready.

## **10. Assurance Framework**

MR presented the Assurance Framework. Board recognised the huge amount of work to produce this robust document. The document will be presented to CBC Cabinet of 25 May for approval.

SR advised from D2N2 experience of running large capital programmes that it is important to fix timelines and a programme of milestones in order to track progress and identify delivery risks. This includes from approval and prior to project beginning capital works, where delays can occur. An Annual Review process is also important to hold Project Leads to account.

A discussion took place about the Town Board Terms of Reference, which were agreed in January 2020. MR proposed a review of these could take place in January 2022, at the two year point and when the Town Board would be moving well into delivery phase. This received broad agreement. JT offered ARUP assistance to prepare a refreshed Terms of Reference.

**Action:** LW to bring Town Board Terms of Reference to the January 2022 Board for consideration and approval.

## **11. Equalities Impact Assessment (EIA)**

LW presented this item, explaining that the production of the EIA is a condition in the Heads of Terms and indeed an important part of shaping the development and monitoring the impact of the Programme. Project Sponsors have been provided with this template and an EIA will form part of their Business Case. It is proposed that the Communications, Engagement & Consultation Working Group



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be responsible for monitoring the EIA and reporting to Town Board as it develops. The document will also be monitored by Chesterfield Borough Council as Accountable Body.

### **12. Accelerator Fund Project Completion Report**

LW presented the Accelerator Fund report. All projects that commenced since approval was given for funding, have now completed. Publicity through media releases and social media has been undertaken for each projects, all cited on the Town Deal web pages. The Springwell Community College, previously reported upon, has been subject to a change in calls for funding by the Football Foundation. Whilst it potentially could deliver, the timescale is extremely tight for this financial year. Therefore, it was proposed that a second project for the College, be considered. An outdoor performing arts canopy, with a project cost of £80,000. The Accelerator Fund would be used and the college will match fund this. IW added how important this project is to the school and wider community as it will be used by adults and all ages and the college see this facility as a step to their covid recovery plan.

Board approved this project switch and were happy that both the Performing Arts outdoor canopy and football pitches can ultimately be delivered.

### **13. Communications, Engagement & Consultation Update**

LW updated the Board explaining that the Working Group will be meeting this afternoon. The Terms of Reference for the group is in the Board papers. Ahead of the meeting and subject to confirmation, IW has kindly offered to chair the working group and be the conduit to report back to Board. The group will oversee the communications of Programme level activity and support projects with communications protocol. MA is also on the group.

Lee Rowley expressed interest to join the group.

**Action:** LW to invite LR to these meetings.

### **14. Any Other Business**

No other business was raised at the meeting.

### **15. Date and Time of Next Meeting**

Friday 16 July 2021 (10 – 12) Tentatively a venue in Staveley