

# STOCKSBRIDGE TOWN DEAL BOARD MEETING ACTION NOTES

**MEETING OF THURSDAY 15<sup>th</sup> OCTOBER 2020  
11:30 – 13:00**

**Held at Dransfield House (DH),  
Fox Valley, Sheffield S36 2AB  
and via Zoom**

## **Board members attending:**

- Mark Dransfield, Dransfield Properties (DH) (MD)
- Miriam Cates MP for Penistone and Stocksbridge (DH) (MC)
- Gillian Duckworth, Director of Legal & Governance SCC (GAD)
- Cllr Julie Grocutt, Sheffield City Council and Stocksbridge Town Council (JG)
- Colin Blackburn, South Yorkshire LEP (CB)
- Graham Silverwood, Stocksbridge Training and Enterprise Partnership & Stocksbridge Community Leisure Centre (GS)
- Chris Bell, Don Valley Railway Trust (C Bell)
- Mick Hood, Liberty Speciality Steels (MH)
- Tom Newman, Steel Valley Project (TN)
- Dave Cates, Redemption Media (DH) (DC)

## **Also attending:**


- Justin Homer, Area Lead, Sheffield City Region (Cities and Local Growth Unit) (JH)
- Sam Townsend, SCR, (Cities and Local Growth Unit) (STo)
- Cassie Houlden, Amion (CH)
- Graham Russell, Amion (GR)
- Amanda Holmes, Communications Director, Dransfield Properties (DH) (AH)
- Andy Clarke, CEO, SCLC (AC)
- Stuart Turner, Programme Manager, SCC (ST)
- Kate Clark, Senior Project Officer, SCC (KC)
- Joy Grant, Project Support Officer, SCC (JCG)

## **Apologies:**

- Ian Sanderson, SLR Outlets (IS)
- John Crawshaw, Crawshaw's Butchers (JC)

	<b>ITEM</b>	<b>ACTION NOTES</b>	<b>Action Owner/s</b>
<b>1</b>	Welcome and confirmation of the minutes of the previous meeting and discuss any issues arising	<ul style="list-style-type: none"><li>• MD welcomed MC, AH &amp; DC at Dransfield House and everyone else via Zoom.</li><li>• The minutes of the previous meeting were confirmed.</li><li>• There were no matters arising.</li></ul>	


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	ITEM	ACTION NOTES	Action Owner/s
2	Governance  Declaration of interest – to declare any interests in items on the agenda	<b>Governance:</b>  <b>Declaration of Interest:</b>  GS declared an interest in the accelerated funding. TN declared an interest in the Oxley Park project.	
3	Update on towns fund budget and commissioned work GAD to outline the updated situation with the “seed fund” budget	GAD reported that the only update since last month is the confirmation of the Amion proposal which has been extended to include some evidence of the property market and as a lot of the project is going to be focussed around the Manchester Road, Amion have advised that we get property evidence of what the current values and what the current and potential interests are. The value of the Amion proposal is just over £42k. Approximately £57k left in the pot. Thomas Lister Chartered Surveyors who have been engaged to do this work have the relevant CPO valuation experience.  JCG to circulate the most up to date towns fund budget.	JCG
4	Update on accelerated funding received  Stuart Turner and Andy Clarke to report to the board re the £500,000 received for the Leisure Centre plans	MD thanked everyone who had been involved and thought that it was an amazing achievement to secure £500k.  ST introduced Kate Clark as the key Project Manager, and she provided a quick update on what has been done and progressed since securing the £500k. The business case below was circulated to everyone prior to the meeting.   OXLEY PARK-SCLC PLAY ACCESS OBC v1	
		In terms of the bid, key points of KC's presentation were that the main elements of the project that link together are:  1. New playground for Oxley Park which is a mix of playground equipment and natural play which includes new footpath infrastructure and will link the park and the playground into the Leisure Centre in a much better way. 2. Two leisure centre projects which will provide seating in the café terrace area and a toddler play zone next to the new café which has recently been developed and also providing new car parking infrastructure and cycle parking to encourage sustainable travel to and from the leisure centre. Also, ensuring that the leisure centre and the park are accessible for the community.	

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		AC is working closely with ST, KC, and their team. They have appointed Castle Owen as the Architect and they are going to be doing the whole package in terms of architectural design, building services, structural engineering, contract administration right through to final completion.	
		In terms of the outline programme, he is working in tandem with the Council's projects so looking at detailed design for October, planning application submitted by the end of this month, procurement before December.  Vehicle charging points to be installed in the new car park area. MD to send ST details of two previous suppliers.	<b>MD/AH</b>
		<b>Risks and Issues</b> - KC highlighted the main risks that we have got on this project in terms of the funding timescales and delivery. One of the mitigations to get it spent in time is the use of existing contractors and procurement routes. In order to deliver quickly may have to use the existing contractors. Other key things around risk are the revenue resources in terms of identifying ongoing resources in terms of the maintenance of the new facilities. <b>Drainage</b> - There are drainage issues across the site and the contractors are currently doing some drainage work to protect the Leisure Centre and the new playground location. Drainage will also be considered as part of all the designs.  <b>Funding gap</b> – our high-level estimate for all of the scope we have is £558k and a more accurate cost estimate is not yet available until we can provide more of a breakdown and get all the detailed designs together. So, we need to identify areas of savings and if there are any elements we could pull out and deliver as a possible phase 2. The slide did not show the final split of costs, it may change up or down and may change as we get the detailed design in place and the costs are finalised. The Final Business Case in December will finalise the split of costs and give more detail on what the elements cost individually.  <b>The Board formally approved the business case. GS did not vote on this item.</b>	
<b>5</b>	Developing a Vision for the Town Investment Plan (Graham Russell/Cassie Houlden)  Evidence base and findings from previous consultation Swot ANALYSIS Vision for Town Investment Plan Decisions required	A paper was circulated earlier this week to everyone on the vision and strategic objectives,  The slides of the presentation are to be circulated to all after this meeting to give the Board the opportunity to comment on the work.  <b>Evidence base</b> - Amion have pulled together the evidence base on the socio-economic side, along with work on the property market. My Towns website has been set up by the government for those towns that can benefit and to capture comments from people on the towns fund.	<b>GR/CH</b>

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		<p><b>SWOT analysis</b> – A brief discussion took place and CH requested that any further comments be submitted to her.</p>	<p><b>ALL</b></p>
		<p><b>Vision for TIP</b></p>  <p><b>Board meeting 151020 - Vision devel</b></p> <p>Key points made were:</p> <ul style="list-style-type: none"> <li>• It needs to be future proofed so that future generations don't have to move away for high skilled, high value jobs.</li> <li>• It provides an opportunity to attract more education providers.</li> <li>• The High Street could be a catalyst to live, grow up and have families, however, the jobs for those people have to exist as well as making sure residents have the skills for those jobs.</li> <li>• The architecture in the Town Centre is not inspiring. Fox Valley and Stocksbridge have become two separate areas and we need to blend them together. If we develop a well-designed town centre it will be a place people want to visit.</li> <li>• An array of flexible office space would enable people to develop their businesses.</li> <li>• If the Town Centre was run by a Board of Trustees they could act as custodians over the assets of the towns fund, run for the benefit of the community. This approach would make people feel very involved with the scheme. There may be some restriction so government office would need to provide further clarity on this.</li> <li>• JH suggested that the idea of a Trust could form part of our vision in the way that we want to bring all the assets together and return something to the community. An example of the Trust set up can be seen at SCLC so people have seen how it can be successful. The principle and idea of a Trust go beyond the thinking of the funds and it makes Stocksbridge stand out under that thinking. How the TIP will be assessed is in terms of how the vision matches the evidence for the future of Stocksbridge.</li> </ul> <p>GR/CH to draw up a vision and strategic objectives in line with the discussion we've just had and the evidence we've seen. This will then be circulated for comment and discussion at the next Board meeting.</p>	<p><b>JH</b></p> <p><b>GR/CH</b></p>

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		<p><b>Decisions required</b></p> <ul style="list-style-type: none"> <li>MD/JH/GS to have a separate meeting discuss the idea of a Trust and to flag that we want to do this in parallel as we develop the programme.</li> <li>Sub Committees to identify potential projects in line with the draft vision and the emerging strategic objectives. List of projects to be brought to the next Board.</li> </ul>	<p><b>MD/JH/GS</b></p> <p><b>ALL</b></p>
		<p><b>A vote was carried out and it was agreed that the Transport Needs Assessment is a study which needs to go ahead.</b></p>	
6	Plan for public engagement (Engagement Strategy Group) - (Cassie Houlden)	<p>In line with the Towns Fund requirements and the expectations of MHCLG there is lots of emphasis on engagement and that local people have had the chance to influence rather than just being consulted on the ideas that are in the plan.</p> <p>Existing consultations e.g. Big City Conversation will provide a useful base to build on.</p> <p>The public engagement will need to:</p> <ul style="list-style-type: none"> <li>Consist of high level, broad, open ended questioning by asking people about their priorities and key issues.</li> <li>Gather feedback specifically to inform the investment plan and to shape the vision.</li> <li>Gather views from all parts of the community and different stakeholder groups using existing networks that Board Members and Sub Committee Members have.</li> <li>Use current networks that people are plugged into, Covid secure options e.g. online questionnaire, also paper version displayed in libraries and supermarkets.</li> </ul>	
		<p>CH of Amion delivered a presentation in terms of the plan for a public engagement strategy group.</p> <p>Key comments from the discussion which followed were:</p> <ul style="list-style-type: none"> <li>Should involve an Officer from the Council who works on engagement.</li> <li>C Bell and TN would like to see this work linked to work already done by the Sub Committees for particular projects that have been worked on and members of the public can then input on what their thoughts are on those projects.</li> <li>Low cost, high reach idea is to take out an advert in Look Local with a link to the website. Page to be booked in Look Local to appear on Friday 30<sup>th</sup> October.</li> <li>A dedicated market stall to be setup at Fox Valley for Friday 23<sup>rd</sup> October for this engagement piece.</li> <li>Any other suggestions to be emailed to AH.</li> </ul>	<p><b>AH</b></p> <p><b>ALL</b></p>

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<b>7</b>	Any other business	AH reported that Chris Prescott had sent through a bid for the football club for GS's consideration. GS requested that he meets with GR/CH to seek further guidance on this.	<b>GS/Amion</b>
<b>8</b>	Date of next meeting	Wednesday 11 November 2020, 11:00 to 12:30 at Dransfield House and via Zoom.	