

STOCKSBRIDGE TOWN DEAL BOARD MEETING ACTION NOTES

MEETING OF THURSDAY 11th NOVEMBER 2020

11:00 – 12:30

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

Board members attending:

- Mark Dransfield, Dransfield Properties (DH) (MD)
- Dave Cates, representing Miriam Cates MP for Penistone and Stocksbridge (DC)
- Tammy Whitaker, representing Gillian Duckworth, SCC (TW)
- Cllr Julie Grocutt, Sheffield City Council and Stocksbridge Town Council (JG)
- 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)
- Ian Sanderson, SLR Outlets (IS)
- John Crawshaw, Crawshaw's Butchers (JC)
- Tom Newman, Steel Valley Project (TN)

Also attending:


- Justin Homer, Area Lead, Sheffield City Region (Cities and Local Growth Unit) (JH)
- Cassie Houlden, Amion (CH)
- Graham Russell, Amion (GR)
- Greg Challis, SCC (GC)
- Amanda Holmes, Communications Director, Dransfield Properties (DH) (AH)
- Joy Grant, Project Support Officer, SCC (JCG)

Apologies:


- Gillian Duckworth, Director of Legal & Governance SCC (GAD)
- Miriam Cates MP for Penistone and Stocksbridge (MC)
- Colin Blackburn, South Yorkshire LEP (CB)

	ITEM	ACTION NOTES	Action Owner/s
1	Welcome and confirmation of the minutes of the previous meeting and discuss any issues arising	<ul style="list-style-type: none">• MD welcomed everyone to the meeting. The minutes of the previous meeting were agreed. There were no issues arising.	

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2	Governance Declaration of interest – to declare any interests in items on the agenda	<p>Governance:</p> <p>Declaration of Interest:</p> <p>GS declared an interest in the accelerated funds for SCLC.</p>	
3	Update on towns fund budget and commissioned work GAD to outline the updated situation with the “seed fund” budget	<p>MD reported that the only change from last month was the expenditure for the Look Local survey. He also reported that a commitment has been made for the commissioning of Thomas Lister who are currently working up the market assessment required to support the Town Investment Plan</p> <p>TW added that a proportion of the funding is going to be required for working up the business cases post award of the TIP funding. JH confirmed that no further development funding would be available post approval of the TIP.</p> <p>JCG to circulate the most up to date towns fund budget.</p>	JCG
4	Agreement of vision - Cassie Houlden	 <p>111120 Vision development - final B</p> <p>CH requested feedback on the vision paper embedded above in terms of:</p> <ul style="list-style-type: none"> • any changes or amendments • does it broadly provide the right vision for the town and the TIP <p>The vision sets out to be forward looking in terms of rebalancing the economy, the new housing development and making sure what is created is a town that is fit for the future which takes account of the views of local people so that they benefit from the changes.</p>	
		<p>Key comments on the vision from the discussion which followed were:</p> <ul style="list-style-type: none"> • Making the most of Stocksbridge’s location by capitalising on the tourism industry e.g. specifically cycling and walking and linking to SCC’s Outdoor City promotion and Welcome to Yorkshire campaigns such as Walkshire. • Stocksbridge’s uniqueness is its location on the edge of the Peak District. • Need for infrastructure investment to link to wider communities both to Sheffield but also to other areas such as Holmfirth, Penistone, and others given the location of the town <p>Taking account of Net carbon and the natural environment biodiversity net gains</p>	

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		<ul style="list-style-type: none"> Promoting the night-time economy and/or further leisure facilities. Promoting accommodation in terms of hotels and overnight stays for the visitor economy which could be built in within the tourism area. <p>CH to revise the vision and email to everyone with comments to be returned by lunchtime on Monday 16th November.</p>	CH
5	Project prioritisation process - Cassie Houlden	 <p>111120 Project Prioritisation Process</p> <p>The document embedded above was discussed at length with the key outcomes being:</p> <ul style="list-style-type: none"> It must be demonstrated that a process has been put in place to assess a long list of projects even for projects which are dismissed as it is a requirement that they are still documented. If projects don't meet the towns fund key requirements, then they will not be able to access funding from this source but may attract funding from elsewhere Capital funding – the government want to see the towns fund money spent on capital activities, not on revenue or ongoing costs. There are ideas coming through from the consultation survey where people would like to see new services or grants for businesses, but the towns fund money is unlikely to be able to be used for this given it will be predominantly revenue spend A Trust model is being considered and which would recycle net funds after servicing debt and paying overheads for the benefit of the Town e.g. cub scouts, tennis clubs etc. Projects must be within the agreed towns fund boundary so there is an issue if money needs to be spent outside the area. The boundary is quite broadly drawn at the ward level so if there are any projects that require investment outside of that a case will need to be made or other funding may be required with the towns fund picking up costs within the redline boundary and other sources used for anything which is outside the boundary. 	
		<ul style="list-style-type: none"> It is likely that all projects will need to be assessed using HM Treasury Green Book Appraisal but at the moment a lot of projects are not fully developed enough at this point so the prioritisation process will do an initial check against the main elements at this stage. 	


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		There are roughly 20 projects in total so in order for the Board to consider any or all of those projects there will need to be some criteria and a scoring format agreed with project information distributed. Depending on timescales it was suggested that a separate meeting be held before the next Board specifically to consider the projects.	
		CH screen shared the long list of projects for assessing against the key requirements and prioritisation criteria. Amion will undertake an independent assessment of the projects prior to the Board/Sub Committees.	
		The engagement work currently being carried out highlights a number of local priorities. As soon as the responses are analysed these can be used to evidence support for projects and assist the prioritisation process.	
		Any further comments on the proposed prioritisation criteria to be sent to CH by Monday 16 th November.	ALL
		MD requested that CH provide a deadline timeframe to fine tune the programme and process in terms of project prioritisation exercise, preparation of more detailed work on projects such as preparation of cost plans, development appraisals and pre-app planning discussions etc. There is a 2-stage process. The TIP will be submitted in January, with a broad outline of proposed projects. There is then work involved in building up individual project business cases and at this point planning applications will need to be submitted. There was a show of hands and it was agreed there should be a presentation at the December meeting of the Town Council. JH commented that this is not a requirement of the funding, but it adds to the case that all those with a key interest in the town have been engaged and will continue to do so. The TIP needs to include an ongoing engagement strategy.	MD/JG
		MD to have a Chairman's meeting in 2 weeks' time to pull together the Chairs of the subgroups to agree the strategy, prioritisation, and projects.	MD
		JH posted in the chat that Colin Blackburn's team were leading on the City Region scheme for EV charging across South Yorkshire, but he would share the information he had with everyone.	JH
		MD/GAD/TW to have a conversation about the details of the Town Centre/Manchester Road project proposal and how best to take specific actions such as the development appraisal forward	MD/GAD/TW

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6	Update on Town Centre bid and the appointment of Thomas Lister – Mark Dransfield	<p>Thomas Lister have been appointed to conduct the market assessment required for the TIP. MD suggested that once Thomas Lister have submitted the draft report next week that it is circulated to the Board and Sub Chairs to review and then any feedback should be provided to CH by the following week. Once CH has all the comments, she can then formulate the response to Thomas lister to enable them to conclude their report.</p> <p>There was a show of hands and this motion was carried.</p>	CH
7	Update on Engagement/public consultation responses – Amanda Holmes/Cassie Houlden	<p>AH outlined the progress so far on the engagement/public consultation. A paper survey was placed in Look Local and the SCC site ran the online survey which was also shared via various social media platforms and community groups.</p> <p>There was concern that there were not enough responses from young people. The schools and local youth groups have since been targeted. Look Local mainly generated responses from more older people.</p>	
		<p>CH screen shared the interim findings from the responses received to date. The survey runs until Sunday so once CH has the full dataset on Monday, she will then do a full analysis and provide a short report which will be circulated before the next Board meeting.</p>	CH
		<p>CH outlined that it was a good response rate compared to other surveys in other places. The level of engagement is quite impressive so more responses from young people would create a balance across the community.</p>	CH
		<p>Discussion took pace around different surveys. Key comments were:</p>	
		<ul style="list-style-type: none"> Other surveys in the past, particularly around Oxley Park and the Big City Conversation, have picked up responses from young people so these can be used to provide evidence as well. 	
		<ul style="list-style-type: none"> The responses can be broken down to look at any differences, e.g. are young people prioritising things differently and are there any differences in opinion across the community? 	
		<ul style="list-style-type: none"> The engagement/public consultation is ongoing during the development of the business case so younger people could be more engaged once there are images to be shared. 	
		<ul style="list-style-type: none"> TW to provide MD with SCC Officer support for the development appraisal. MD proposed that the timescale should be that this is progressed before Christmas ready for submission to government by the first week in January. It will make for a stronger case if the public have been consulted, the financials are right, and it is deliverable and viable. 	TW
		<ul style="list-style-type: none"> The government have made it clear that the application must be diverse in terms of the socio-economic impact long term and that it integrates across the town. 	
		<ul style="list-style-type: none"> MD highlighted Fox Valley which has a real diversity of businesses set up there. The report commissioned by Thomas Lister will hopefully highlight the skill bases. 	

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		<ul style="list-style-type: none"> GR commented that the survey responses are positive. Once the projects are identified, and there is a package of interventions they can be broken down to demonstrate that they contribute across the Sub Committee areas. Part of the process is to prioritise and package these and have them reviewed so it is absolutely clear that they meet the criteria as set out in the towns fund guidance which includes focussing on local economic growth. The balance needs to be right so that the programme gets through the process and other things can be built on such as the idea of a Trust. 	
8	Accelerated funding update – Graham Silverwood	 <p>Accelerated Fund board update_Nov20</p> <p>GS reported that everything is on schedule. A problem with VAT was overcome with assistance from SCC Officers. The full £500k will now have to be administered through SCC but SCLC would still retain all liaison and co-ordination. The work at SCLC will be delivered by the SCC Framework contract. Castle Owen have produced design drawings which go to planning this week so the project should be approved in January.</p>	
9	AOB	<p>MD, IS & JC held a meeting to review the Chairmanship of the Town Centre Sub Committee and as a result of that meeting the Chairmen of the Sub Groups will meet on a fortnightly basis at 6 pm (dates to be arranged by MD's PA). This meeting will be held at the Boardroom at Dransfield House and will provide an opportunity to gather thoughts and share information. The meeting will always take place prior to the main Board meeting. This will help to develop a more comprehensive and cohesive approach.</p>	MD