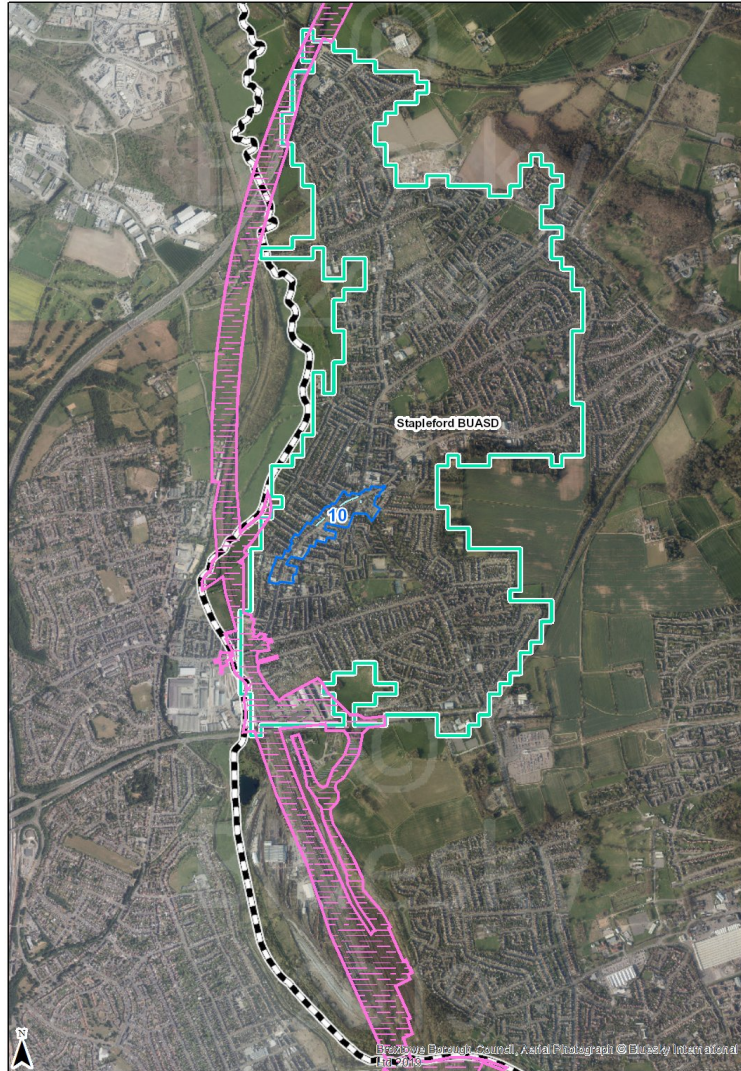


Stapleford Town Deal Executive Board

10th January 2020

Stapleford Town Deal - Town Boundary



Towns Deal - what is it?

- ❖ An opportunity for Stapleford to get up to £25 million worth of investment
- ❖ 101 towns picked nationally for £3.6 billion share
- ❖ National Government giving specific areas the tools (money) to design and deliver a growth strategy for their area.



Three Key Themes

- ❖ **Urban regeneration, planning and land use:** ensuring towns are thriving places for people to live and work, including by: increasing density in town centres; strengthening local economic assets including local cultural assets; site acquisition, remediation, preparation, regeneration; and making full use of planning tools to bring strategic direction and change.
- ❖ **Skills and enterprise infrastructure:** driving private sector investment and ensuring towns have the space to support skills and small business development.
- ❖ **Connectivity:** developing local transport schemes that complement regional and national networks, as well as supporting the delivery of improved digital connectivity



Strategic Context

- ❑ Local Industrial Strategy (LIS)
- ❑ D2N2 Strategic Economic Plan (SEP)
- ❑ Broxtowe Borough Council Economic Regeneration Strategy
- ❑ Broxtowe Borough Council Part 2 Local Plan
- ❑ Stapleford Neighbourhood Plan
- ❑ HS2 Plans



Broxtowe
Borough
COUNCIL

VISION
2030

hs
engine for growth

How do we get it?

- Work together! - Collaborative approach combining private and public interests and key stakeholder groups from the locality.
- Write a Town Investment Plan (TIP) as set out on page 22 of the Prospectus
- TIP - An overall vision for Stapleford Town
- Locally led project.



Where do you come in?

- ▶ Making the key decisions to deliver this project
- ▶ Ultimately responsible for the production of the TIP
- ▶ Executive Board Members
- ▶ Two Tier Board System; Executive and Stakeholder
- ▶ Meetings every month for each board
- ▶ (Terms Of Reference - covered in agenda)
- ▶ Council facilitate the overall process



Stapleford Town Deal Executive Board Terms of Reference

1. Authority of the Executive Board

The Executive Board is primarily an advisory body to the Council. It has been established with the following delegated authority;

- Full delegated authority to progress the project in accordance with the timetable as set out in the Towns Fund Prospectus.
- The Executive Board will report back to Jobs & Economy to update on the project's progress.
- Selection of the membership of the Executive Board will be in line with the prospectus.

2. Duties of the Executive Board

The Executive Board shall:

- Define the overall strategy and vision for the Stapleford Town Deal (STD) through the production of the Town Investment Plan.
- Develop and agree an evidenced based Town Centre Investment Plan
- Support and provide advice upon the development approach for the STD, through a review of the potential market, investment, spatial opportunities and the desired outputs of the STD.
- Consider the potential development options for Stapleford considering the constraints and opportunities of the STD and its criteria.
- Develop a clear programme of interventions.
- Assess the financial implications of the Town Investment Plan as part of the overall review of the options.
- Lead the procurement, planning and execution of the preferred development plan and strategy, working with the independent external guidance where appropriate.
- Receive and give due consideration to information provided by the Stapleford Town Deal Stakeholder group, before voting and making decisions thereon.

3. Reporting Procedures

- The minutes (or a short format report) of meetings of the Executive Board will be circulated to the SSG, Broxtowe Borough Full Council, County Council, Stapleford Town Council and the D2N2 LEP
- The Project Board shall operate as the main mechanism for the delivery of STD.

4. Membership

As stated in the Towns Fund Prospectus, the Project Board shall include the following as a minimum;

- County Councillor
- Borough Councillor
- Town Councillor
- MP for Broxtowe
- Private sector business
- Local Enterprise Partnership
- Community representation

Member substitutes will be allowed. There must be 7 members present for the meeting to be quorate.

5. Chair and Vice Chair

- The Chair and Vice Chair will be determined at the first meeting of the Executive Board.
- The Executive Board will be supported by the Project Team, led by a project manager, who will take responsibility for the day-to-day running of the project.

6. Frequency of Meetings

- The Executive Board meetings shall normally be held every second Friday of the month, or convened sooner where the programme requires such a meeting to be held.
- The Project Team will convene every second week between the Executive Board meetings to ensure the Project Sponsor remains engaged and informed of the development activity and work streams.
- In addition to formally scheduled meetings, members of the Executive Board shall meet independently as necessary with the SSG members to discuss specific projects.

7. Review

The operation and Terms of Reference of the Board will be formally reviewed no later than June 2020.

	EXECUTIVE TASK	STAKEHOLDER TASK	COMMS ACTIVITY	EcREG TEAM TASKS
Fri 10 th January 2020 EXEC	<ul style="list-style-type: none"> • Agree chair/Vice • Summaries of strategies (strategic Context) • What is a Town Investment Plan (TIP)? • Initial ideas generation based on presentation 			
Friday 17 th January 2020 – EXTRAORDINARY EXEC	<ul style="list-style-type: none"> • Agree final board composition • Work programme • Outline on capacity fund spend to government • Communications Statement 		Press release – the executive board composition is finalised.	
w/c 20 th Jan			Public consultation w/c 22/01/20 until 12/02/20 Online questionnaire Social media Press release	
Fri 24 th January 2020 STAKEHOLDER		<ul style="list-style-type: none"> • IDEAS GENERATION based on three fund objectives– workshop format, three tables rotate, one objective per table. • Collate ideas and combine with public online consultation and passed to next executive. 		
w/c 27 th January	<ul style="list-style-type: none"> • 		Stapleford Town Deal landing page goes live on Friday 31 st January. www.broxtowe.gov.uk/staplefordtowndeal Graphic mock ups – appoint designers	- Sift through and summarise all of the responses from the Stakeholder group and collate together for discussion at the next Exec meeting.

				<ul style="list-style-type: none"> -Liaise with Graphic Designers for future Design based work for the production of the TIP and obtain quotes for next Exec. - Finalise, discuss with, and confirm appointment of Stakeholders for baseline information gathering. (Arup, Genicom and Experian all spoken too). - Finalising board compliance - Producing the leaflet drop for future delivery. - Meet with Chair and Vice Chair for update meeting. <p>RO sending minutes and other docs out to Exec board</p>
w/c 3 rd Feb	<ul style="list-style-type: none"> • 		Leaflet drop to all residential areas in Stapleford and trowel raising awareness of the town deal. Delivery commencing w/c 10th Feb	<ul style="list-style-type: none"> - Chase consultants for responses and update on the baseline data. - Summarising 1st week of online consultation.
w/c 10 th Feb	<ul style="list-style-type: none"> • 			<ul style="list-style-type: none"> - Summarising 2nd week of online consultation
Fri 14 th February EXEC	<ul style="list-style-type: none"> • Review ideas from stakeholder group • Review supplementary prospectus information from the government. • Review ideas from public consultation • Consider Appointing Master planner and/or further technical expertise/ • Update on capacity fund spend. • Presentation from ARUP – S.W.O.T • VISION STATEMENT 		<p>Photographer attending the executive board meeting.</p> <p>Headshots and group shots – to be used for board member profiles and further press releases.</p>	
w/c 17 th February			<p>VISION STATEMENT shared with public after exec meeting on 14th February</p> <p>Social media</p>	

			Press release	
Fri 28 th February STAKEHOLDER		<ul style="list-style-type: none"> Review of VISION STATEMENT Suggestions of KEY PRORITIES (projects) and assign these to the three fund objectives – RANKING against Stapleford baseline data and strategic context. 	Provide public with stakeholder group update. Press release Social media	
Fri 13 th March EXEC	<ul style="list-style-type: none"> SIGN OFF on full 'Place Analysis Report' from ARUP Review public feedback from road Show on VISION STATEMENT Initial ideas from board members 			
Fri 27 th March STAKEHOLDER/ EXTRAORDINARY EXEC	<ul style="list-style-type: none"> GT3 Master planning session Determine long-list options 	<ul style="list-style-type: none"> Think of TARGETS to assist executive forming delivery plans Do KEY PRORITIES align with stakeholder organisations aspirations, plans? Assess if the TARGETS are realistic to the stakeholders? 		
w/c 30 th March – need to see how much time GT3 needs...			Feedback to public 2nd March through a PUBLIC ROADSHOW or other. Share digitally also. CGI MOCK-UP boards to sell the vision to public CGI, VISION STATEMENT, summary of the IDEAS generated to date.	Rebecca's comments – we can't really wait until the end of April to do this activity as we need to start formulating the documents – we need public feedback before this point – we may have to do this activity without the Master Planning documents.

Thur 9 th April EXEC	<ul style="list-style-type: none"> • TARGETS referencing existing strategies – Take ownership of a proportion of D2N2 S.M.A.R.T targets. • DELIVERY PLAN • Discussing public feedback from the second round of consultations. • Agree final list of projects 			
	<ul style="list-style-type: none"> • OBC DEVELOPMENT, cognisant of TIP TARGETS (this will inform OUTPUTS) and upcoming DELIVERY PLAN (will inform timescales and OPTIONS APPRAISAL for each project) 			
Fri 24 th April STAKEHOLDER		<ul style="list-style-type: none"> • Agree DELIVERY PLAN from executive • Feedback on draft 		
Wed 6 th May EXEC	<ul style="list-style-type: none"> • Agree final structure of the TIP and Delivery Plan • Final assessment of the cost and value of each potential project, using a 'Total Value' approach. 			
Fri 22 nd May STAKEHOLDER		<ul style="list-style-type: none"> • Consultation on draft TIP (full document) 		
Fri 12 th June EXEC	<ul style="list-style-type: none"> • Finalise draft TIP document – agree 			
w/c 15 th June			<ul style="list-style-type: none"> • Present draft TIP PUBLICLY – this needs 1 month for comments on document – up until 9th July. 	<ul style="list-style-type: none"> •
Fri 26 th June STAKEHOLDER		<ul style="list-style-type: none"> • Review public comments on draft TIP to date. 		

		<ul style="list-style-type: none">• Final recommendations on the draft TIP for consideration by the Executive.		
Fri 10 th July EXEC	<ul style="list-style-type: none">• Agree draft TIP• SUBMIT TIP			