

STAPLEFORD TOWN FUND EXECUTIVE BOARD

Friday 8 April 2022 at 10.00 am
Council Chamber, Beeston Office

PRESENT:

Ian Jowett (Chair)	WMD Ltd
Paul Sweeney (Vice Chair)	Robert Ellis Estate Agents
Darren Henry	Broxtowe MP
Zulf Darr	Broxtowe Borough Council
Councillor Richard MacRae	Broxtowe Borough Council
Councillor David Grindell	Broxtowe Borough Council
John McGrath	Stapleford Community
Tom Spink	MyPad
Councillor Sue Paterson	Stapleford Town Council (sub)

OBSERVERS

Luke Cairney	Broxtowe Borough Council
Jonathon Little	Broxtowe Borough Council
Phillipa Ward (notes)	Broxtowe Borough Council
Anya Lyons	Broxtowe Borough Council
Ella Sherrard	Broxtowe Borough Council
Colin Hallahan	Faithful and Gould
Stuart Baird	BakerBaird
Richard Baker	BakerBaird

APOLOGIES:

Ruth Hyde	Broxtowe Borough Council
Ryan Dawson	Broxtowe Borough Council
Melanie Phythian	Towns Fund Policy Advisor
David Brierley	HS2 Ltd
Louise Lyddiatt	Hawley and Rodgers Solicitors
Sally Gill	Nottinghamshire County Council
Will Morlidge	D2N2
Councillor Teresa Needham	Stapleford Town Council
Lisa Revell	Faithful and Gould

	ACTION
<p><u>Welcome and Introductions (Chair)</u></p> <p>The Chair welcomed everyone to the meeting.</p>	
<p><u>Apologies of absence</u></p> <p>Apologies of absence were received and noted.</p>	
<p><u>Agree Minutes of previous Meeting (Chair)</u></p> <p>The minutes of the previous meeting dated 11 March 2022 were agreed.</p>	
<p><u>Declarations of interest (Chair)</u></p> <p>JMcG offered to leave the meeting during discussion of Item 7 on the Agenda.</p>	
<p><u>Approval of Project Summaries and associated documents to DLUHC (LC)</u></p> <p>LC circulated the Due Diligence summaries provided by Thomas Lister which needed to clarify the project sponsor and various other matters that were listed needed greater clarity or confirmation for each scheme. Each project had pre-contract and pre-drawdown matters which the Board discussed and agreed needed to be included.</p> <p>The Additional Learning Facility (ALF) project was used as a specimen to illustrate how each of the four Project Summaries for Full Business Cases (FBCs) would be presented to government. These were discussed and agreed unanimously for LC to populate the Summary Documents for the Council's S151 Officer (as Accountable Body) to authorise. The FBCs will then be submitted to DLUHC by 20 April.</p>	
<p><u>Traffic Management Project (LC)</u></p> <p>Following the Board's decision for Option 2 VIA was asked to provide a report after discussions with the Accident and Traffic Team. It was a poor response with nine bullet points claiming "we really are good at designing a scheme for you." They will be asked to provide a full and final design for Option 2 from Bancroft's report. There will not be a Business Case available by the end of April or even by the end of June. LC will contact MeIP regarding Heads of Terms to agree an extension to this business case submission. Government is considering that some projects be dropped but would be able to keep the full capital across the programme. LC advised that there were no issues for being able to deliver the scheme by 2025/26.</p>	

	ACTION
<p><u>Town Centre Recovery Fund phase 2 (AL)</u></p> <p>JMcG was not present during this agenda item due to conflict of interest.</p> <p>AL advised that the whole project funding would be granted by November 2022.</p> <p>Four businesses have been awarded grant funding which is 11% of expected target.</p> <p>It was suggested to review the funding criteria to now include vehicles, energy costs and repayment conditions. It was agreed to discuss this suggestion at a later date should this be necessary.</p> <p>The Board was asked to vote on extending the town centre boundary due to 35% of grant applications received were from outside its existing catchment area. The Board was asked to consider three options: Option 1 to maintain the current town centre boundary; Option 2 to extend the town centre boundary to the south at Bessell Lane and to the north to Pinfold Lane; Option 3 to allow applications from the whole of the Stapleford Town Deal boundary. It was unanimously agreed to vote for Option 2 initially with a further review for Option 3 later in the scheme with any unspent funds.</p> <p>The total of all grant application bids received, if they were successful, was £685,000. The scheme is temporarily closed to allow time to process the remaining 19 grant applications received including audit checks. The scheme will reopen in the third week of April.</p> <p>The next Phase will be advertised through BakerBaird, the appointed Comms and Engagement specialists.</p> <p>RMac asked for the new catchment area to be identified on the map.</p>	
<p><u>Local Assurance Framework amendments in preparation for Delivery Board Model – stage 3 (LC)</u></p> <p>LC had previously circulated the LAF to Board Members for comment and amendments. It was decided to postpone discussion as no capital funding was available until June 2022. LC would speak to MeIP to seek guidance from other Boards what they have included in their LAFs and advise accordingly.</p>	

	ACTION
<p><u>Communications and Engagement support – agree work packages from submission of Project Summary Documents into October 2022 (delivery phases) (BakerBaird)</u></p> <p>The two partners of the company, Richard Baker and Stuart Baird, introduced themselves to the Board giving their background and local connections to the area to illustrate their ability, commitment and loyalty to developing the town centre. They will support the projects through to May 2026 and will be present at each Board meeting. They will provide press releases, visuals and videos using social media and the current Stapleford NOW website to inform residents and businesses in the area.</p> <p>RMac asked for the company to include local residents in their media coverage which would help to promote their interest. He also suggested that they speak to the Youth Club at Hickings Lane for community engagement. JMcG would like the football team to also be involved for what they have achieved.</p> <p>DH suggested mock-ups of the Enterprise Hub on bill boards on the Tiles UK site to create excitement in the town.</p> <p>LC would circulate the Project Summary documents for comment.</p>	
<p><u>Update former Tiles UK demolition (LC)</u></p> <p>LC updated the Board with progress on site. An asbestos survey had been carried out and will be removed next week. Various utility providers have been contacted prior to the demolition of the building for construction of the car park by the summer.</p>	
<p><u>AOB</u></p> <p>Both RMac and ZD wished to congratulate Luke Cairney for receiving Employee of the Year Award which is well deserved for his hard work and tireless effort to support the Stapleford Town Deal.</p>	
<p><u>Date of next meetings (Chair)</u></p> <p>The following meeting has been scheduled in the Council Chamber, Beeston Offices unless otherwise advised.</p> <ul style="list-style-type: none"> • Friday 13 May 2022 at 10.00 am <ul style="list-style-type: none"> ○ Update on Project Summary Documents submission and next steps ○ Approval of Traffic Management Project Summary Document ○ Update former Tiles UK demolition ○ Communications and Engagement 	

MEETING CLOSED AT 11.50 AM