

STAPLEFORD TOWN FUND EXECUTIVE BOARD

Friday 4 June 2021 at 2.00 pm
Broxtowe Borough Council, MS Teams Meeting

PRESENT:

Paul Sweeney (Vice Chair)
Darren Henry MP
Councillor Richard Jackson
Councillor David Grindell
Councillor Richard MacRae
Councillor Teresa Needham
John McGrath
Sally Gill
Zulf Darr
David Brierley
Will Morlidge

Robert Ellis Estate Agents
MP for Broxtowe Borough Council
Nottinghamshire County Council
Broxtowe Borough Council
Broxtowe Borough Council
Stapleford Town Council
Stapleford Community
Nottinghamshire County Council
Broxtowe Borough Council
HS2

OBSERVERS

Rebecca Ogden
Deb Griffiths (notes)
Sandy Mohindra
Tim Hallam

Broxtowe Borough Council
Broxtowe Borough Council
Private business owner
Broxtowe Borough Council

APOLOGIES:

Ian Jowett (Chair)
Ruth Hyde
Phillipa Dexter
Ryan Dawson
Jenny Adams
Melanie Phythian

WMD Ltd
Broxtowe Borough Council
Broxtowe Borough Council
Broxtowe Borough Council
Towns Fund Delivery Partner
Towns Fund Policy Advisor

	ACTION
<p><u>Welcome and Introductions (Vice Chair)</u></p> <p>In the absence of The Chair, The Vice Chair welcomed everyone to the Virtual Board meeting.</p>	
<p><u>Apologies of absence (RO)</u></p> <p>Apologies of absence were received and noted.</p>	
<p><u>Agree Minutes of previous Meeting (Vice Chair)</u></p> <p>The minutes of the previous meeting dated 26 February 2021 were agreed.</p>	

Declarations of interest (Vice Chair)

There were no declarations of interest.

Updated Governance Agreements (ZD)

ZD explained the board will be overseeing the projects. The structure will be similar to the development of Beeston Arc cinema. It is important for us to show strong governance to key stakeholders, business, the public etc. We need to keep a good grip on the projects. RO advised that the Terms of Reference were sent out this morning in regard to the day to day running of the projects and that there is an updated Terms of Reference for this group also.

ZD advised that the delivery can be done by the public or the private sector. This board will see the outcome of all projects.

JM said community groups, youth clubs, sports etc needed to be consulted.

DH asked that as the delivery board responsible for providing good service is recognised by government, can he have someone from his team on board as they could help supply him with what he needs to do to assist and keep him abreast of what's going on. ZD agreed it made sense for DH to send a rep to the monthly meeting group.

PS asked about the timeframe. ZD advised that once the executive board has agreed the structure it will be embedded once the final business cases are submitted to Government for sign-off. This infrastructure for the Delivery Board will be ready before this point, to commence once this has happend.

David Grindell said getting this team together is priority as we need to start preparing the foundations.

Board Membership Discussion (Vice Chair)

PS said there was a need for the right blend of people and there should be discussions if people do not attend or find it difficult to attend. RO advised we were still subject to the governance requirements and prospectus and if people find that they do not have time to attend meetings replacements will need to be found.

PS explained we want people that are on the board to participate. While we are awaiting the results of the bid, PS suggested all board members be written to, to confirm continuing membership of the executive board.

DB advised HS2 are neutral on this but are happy to provide support. PS advised HS2 have a valuable part to play. DG agreed it is right for DB to stay as they are learning and listening to the board. JM also agreed DB is an integral part.

Covid-19 Grant Sub-group (Vice Chair)

There is a £1m recovery fund which the subgroup is to deal with. RO explained that the sub-group is for approving/reviewing applications for grant fund subject to us getting the award and taking it forward. It is one of our accelerated projects. It is proposed to split between physical and electronic infrastructure when reviewing applications from high street businesses.

PS advised there needs to be a blend of public and private sector on this sub-group too to help the high street recover and blossom. Hopefully there will be a big visual impact to the high street before our big projects come along. PS is happy to be on sub-group and not to put a bid in if there's a conflict of interest. He can identify where money is better spent.

JM agreed PS knows who needs it and who doesn't. JM has a contact (David) and will pass his contact details to RO. Preferably Exec board members are to be on the Sub-group but it can be opened up if needs be. RO to chat with ZD regarding the financial side of things. PS said we need to identify businesses who might need support but don't know how to ask for it. ZD advised we need a clear policy of disbursement of grants and decision making as we don't want the risk of challenge. RO advised we still need to complete a full business case then develop a policy and process for administering.

TH's expertise is on digital innovation. He knows local community and would like to volunteer himself.

TN is also happy to volunteer as she is close to the community with her town council link.

DG also put his name forward and hopes to bring quite a lot to the board.

JM
RO

Communications Plan Update (RO)

RO had sent the document out to the board. The first communications plan was from the inception of this project to submission of the town investment plan. The second communications plan is from the offer of heads of terms through to completing full business cases. There will be a separate communications plan for each individual project when we get to delivery stage. There is a quote from a local company for putting boarding up on the building we purchased. RO to ask them to provide visuals.

RO

Project Spend Update (RO)

RO had sent out the running total. There is budget remaining. ZD confirmed the financial position could be discussed with observers being present at the meeting. RO advised there was £29,000 remaining. ZD advised we need to go back to Finance Committee on 8.7.21 for extra resources as we will need high quality business cases and will require external assistance.

PS asked if the remaining budget could be used for anything else. RO explained that as long as it is spent on Stapleford in terms of the town deal then it is flexible. PS is keen to show the town that something is happening. We need the right signage on boarding and other sites. DG asked how much extra funding we are looking for. ZD explained he is going to work through what is needed for the cost of the additional consultancy advice. PS agreed that although it won't be cheap, it has to be done right. DG also agreed that we should get as much as we can as we don't want any hiccups now.

RM asked if in addition to billboards we could also have something mobile which could go in the library, health centre, independent living schemes, schools, youth clubs etc to get as many people engaged as possible. RO to look at the budget and arrange to include roadshows.

RO

Work Programme (RO)

RO is hoping for heads of terms from government in June. We then have 3 weeks to accept, which needs to come from IJ as Chair and RH has CEO. Once we've got the heads of terms offer rather than schedule another meeting RO will send this out to board members. We then have 2 months to include projects and monitoring and prioritisation. From signing heads of terms we have 12 months to complete full business cases and summary forms and send them in.

DH thought it really important for vision – if we get the HS2 announcement there will be a lot of development. We need to start putting things in place with regard to skills and learning so we don't miss a trick for example with electricians etc of the future. Skills efforts locally will attract investment so we really need to focus on skills. The towns deal should still stand up on its own regardless of HS2. There is crime because 16-19 year olds are involved in drugs and have nothing to do. They should be doing courses, apprenticeships and looking at new types of job we need post-Covid.

WM said since the town fund started government policy on skills has changed. The Chamber of Commerce may put a bid in to cover Derbyshire and Nottinghamshire so it is sensible to start building links now with colleges/Chamber of Commerce. Focusing on skills needs to be priority.

JM advised he had tried to get skills based centres in Stapleford previously. Lots of funding went to Beeston College. He has spoken to local employers who want to take apprentices on but they don't know what funding they could get or how to go about it. Stapleford needs investment to make it a proud town. There's nowhere for the kids to learn without travelling further afield. Stapleford has never had any backup to get any funding to train young people.

DG said the problem is getting youngsters to actually go into training for jobs. Until we've got something set up for young people we won't get very far.

PS asked suggested when we get things built can we specify to developers that they must take an element of apprentices? RO explained when we procure we will be following Council procurement policy in terms of employment opportunities. With regard to the bid we've started with grass roots, entry level skills. There are outreach workers at the pavilion who will hold digital skills workshops for people of all ages for the work force. There is £25,000 feasibility money in terms of national skills academy. We are looking at where that can be based in Stapleford.

RM has worked with groups on courses and done CT skills courses. These facilities aren't there to teach them in Stapleford. There is no internet in the pavilion. He also previously worked with Trent Barton

<p>who gave vouchers for travel so kids could attend teaching facilities out of Stapleford. He has also done lots of job fairs which include training and wants to get the ball rolling with these again.</p> <p>WM said one issue with young people and NEET is a lack of aspiration and inspiration. The Enterprise Adviser Network is in operation in schools although he is not sure which schools in Broxtowe are engaged but they are always in search of more businesses.</p> <p>DH is planning a job fair this year in Beeston and will talk to RM separately with a view to joining together. DH wants a Skills Sub-group and would like to be on it. WM is happy to be on a Skills Sub-group. WM would also like to put forward a future agenda item – Community Renewal Fund which centres around employment skills and low carbon.</p> <p>JM said DB would need to be involved and so would providers as a lot of lower skilled jobs are in railway but pay decent money and gives younger people the opportunity to work. RO will speak to the skills stakeholder manager for HS2 and get links with contractors because they are the ones who will be recruiting.</p>	RO
<p><u>Date of next meeting (Vice Chair)</u> Friday 2nd July at 2pm.</p>	

MEETING CLOSED AT 3:10PM