

The logo for Todmorden Town Deal is a green banner with a pointed bottom edge. Inside the banner, the words "TODMORDEN" and "TOWN DEAL" are written in white, bold, uppercase letters, stacked on two lines.

# TODMORDEN TOWN DEAL

## TODMORDEN TOWN DEAL BOARD MEETING

Thursday 17<sup>th</sup> March 2022

Zoom Meeting

### MINUTES

#### **Present:**

- Pam Warhurst (Chair)
- Councillor Silvia Dacre
- Councillor Susan Press
- Councillor Denis Skelton
- Tony Lawson
- Stephen Curry
- Gareth Marshall
- Amna Nisah
- James Duffy
- Frankie Mullen

#### **CMBC Officers:**

- Kate McNicholas
- Mark Dowson
- Catherine Bann
- Nathan Canavan (Minutes)

#### **In Attendance:**

- Councillor Jane Scullion (CMBC Cabinet)
- Councillor Scott Patient (CMBC Cabinet)
- Jamie Catlow (Turner & Townsend)
- Marc Watterson (ARUP)

#### **Apologies:**

- Andrew Kim, Andrew Rollins, Amanda Bloxsome, Craig Whittaker MP, Tim Benjamin, Sarah Richardson, Shelagh O'Neill

### **1. Welcome and Apologies**

All welcomed to the meeting, including Councillor Scott Patient, Calderdale Council's Cabinet member for Climate Change and Resilience and Marc Watterson from ARUP, part of the central Towns Fund Delivery Partner support across the country.

### **2. Declaration of Interests**

PW reminded Board members of the need to declare any interests. Nothing noted.

### **3. Minutes of the Last Meeting held on 17<sup>th</sup> February 2022**

All present agreed the minutes were a correct record of the previous meeting.

### **4. Sustainability and Carbon Reduction (Cllr Scott Patient)**

PW introduced Councillor Scott Patient to the Board as the portfolio holder for all things climate change and sustainability. PW hoping that Cllr Jenny Lynn, portfolio holder for Public Services and Communities would be able to attend a future meeting.

Cllr Patient advised the Council had just been successful in the third round of the public sector decarbonisation scheme, a government-run scheme and funding pot for public sector buildings. Todmorden Pool has got £2.1m of funding with a small amount of match funding from Council. Work will include solar PV, Air-source heat pumps, and a new micro-filtration system for the pool. Timescales for delivery are short. In the last public sector decarb round work was done on 6 Council-owned buildings within a year.

Cllr Patient outlined background to his portfolio. The Council declared a Climate emergency in 2019 and established a climate change working party, a partnership based working group with cross-party membership. Currently doing a governance review of the group whose work had been impacted by Covid. Exploring who else may be best to help with this and could provide an opportunity for someone within the Town Board world to help shape and guide what is currently being done. Currently producing a Climate Action Plan for Calderdale as a place, and not just for Calderdale Council.

The Council is part of the West Yorkshire Emission Reduction Pathway which is working at a more granular level to help develop a science-based target of Net Zero by 2038 or sooner with significant progress by 2030. These targets are shared by the IPCC, the UK Committee on climate change and by Manchester Combined Authority and West Yorkshire Combined Authority. Currently focusing on the themes of the Green Economy, Community Engagement, Social and Climate Justice, Energy Retro-fit in buildings, Homes and Transport. As the process develops there is going to be the opportunity for wider stakeholder group to get involved. Task and finish groups established to deep-dive into these themes and this is where the community and Town Deal Boards will come in.

Calderdales Green and Healthy Streets Policy is going to be important for Todmorden. This is a place-shaping supplementary planning document which focuses on creating greener and healthier streets for people with an emphasis on modal shifts towards cycling, walking and creating a better street scene for people including planting trees, greenery and thinking about what our places look like. This Policy has now been approved by Cabinet. There is also a suite of supplementary planning documents that will help with any future development within Calderdale, some focus on climate change, sustainable urban drainage systems etc.

The Board queried investment opportunities and the funding that underpins these ambitions?' Cllr Patient indicated that the Council has a good relationship with Salix who employ and a good team who knows it's way around very specific funding applications. The Board thanked Cllr Patient for his update and he left the meeting at 5.30pm

### **5. Chairs Report**

PW advised she had met the Mayor of West Yorkshire, Tracy Brabin, in her recent visit to Todmorden. PW spoke to her for 20 mins and received warm support for the boards work and ambitions. . Discussed potential mayoral funding streams relevant to a number of projects including support for the creative industries and women and under-represented groups in enterprise. No timescales outlined.

The Mayor happy to come back to help raise the profile of Todmorden and the levelling up agenda/ what she is doing about this and working together for the betterment of the town.

We need to demonstrate more how the community is helping to think through and shape the projects as they go along - Our panels are a great starting point for this. PW to talk to the Panel chairs to put together around 20 people, all of them Todmordians, to take this forward . We will be discussing this at the Open Day, which will be held on 23<sup>rd</sup> April and will be in the hall at Todmorden Learning College, 10am-3pm. PW advised that at the Ward Forum, there was some real interest and enthusiasm that we are talking to people in Todmorden more.

Openday. All ideas welcome. The Comms team are leading on this. Hopefully this will be the start of Quarterly updates for the people of Todmorden so they can help us shape these programmes. PW was clear at the Ward forum that the ask is how can you help make these projects better, not what do you want to do with the money.

PW has had several conversations behind the scenes on some of the red RAG ratings seen on the project dashboards, and recognises the hard work going on to progress these schemes.

PW advised that ideally board meetings should be hybrid, and the only place that we know to facilitate such a meeting is Todmorden Learning College. They have a regular booking on Thursdays at our usual time slot, so the Board would need to look at changing the meeting day.

## **6. Comms Sub-group update**

SC noted that the Comms team have become an exemplar of Town Deal comms approach. Social media review carried out. Reduction of the previous negative issues and have been able to direct people to sources of information quickly, rather than allowing speculation.

There have been a number of comments that people are not finding enough details about the projects and were getting confused. Some thought still building a hotel and houses in line with the original £25m TIP submission. Looking to address with Council and updated TIP summary aligned to the re-profiled £17.5m Town Deal. Also meeting with Calderdale Council comms team on Monday to pull things together and get more collaboration going forward.

SC advised not currently making enough use of connecting with people in the town, such as the mailing list. Also, must be 20+ organisations in the town that come to Todmorden meetings, community fairs, etc. and really need to start engaging with them.

Updating the website constantly is important to point people to the information that is live, and would be useful to get some updated bullet point for Board members.

SC updated regarding the Open Day. Looking to get pop-up banners in a universal style for the projects with the project outcomes on them. Will require a lot of volunteers on the day.

Looking at events over the next 12 months, including a post-business case conference with speakers for the town.

On finance, comms finances were previously reported to the Board. We need to keep up our communications, website, PR (mainly local), plus some regional. Estimated costs between £15K-£20K to

keep it going and upgrade the community engagement side of things which is around 0.01% of the £17.5m.

PW advised the need to look at what a programme of comms looks like for the duration of the Town Deal, and then this can be adequately resourced.

PW also suggested a zoom meeting to discuss the Open Day further and to talk through the right visuals, information and ensure the right people speaking. The Board also discussed the various previous plans for the town and that this would be useful to include in the open day and in any communications, that the current proposals haven't simply come out of the blue, but rather based on long term consultations. Parking situation likely to come up again and again.

Board members queried when they would find out who the Panel members were,

**Action - PW advised she would pull this together and circulate to the Board. TL also agreed to pull together some meetings from the Youth Panel meeting.**

## **7. Delivery Partner Support update (Marc Watterson, ARUP)**

MW re-introduced himself to the Board, as was once again part of the Town Deal Delivery Partner support that central government had put in place to help towns secure as much money as possible. MW is Todmorden's designated Town Coordinator, although originally looking after 14 towns and now has 23, with support until June 2022.

The centralised support brings lots of capability and capacity to the board, providing access to a whole professional support network, including - ARUP (town planning etc), Copper (experts in community engagement), Grant Thornton (experts in writing business cases), Nichols (who are project managers), Future Gov (governmental organisation) and Savills (who are real estate advisors).

MW had previously provided similar support to the Todmorden Town Deal and was please to be back involved and delighted having read the Board papers that Todmorden is progressing well.

There are a number of themes to the support provided, some which appear relevant to the Panels work including: Net Zero, Project and Programme Management, Place Leadership and Attracting investment. Further details at - <https://townsfund.org.uk/allsupport>

PW agreed it was great to have MW back to support the Town Deal Board and the Board looked forward to working with him again as the business cases were developed. (MW left the meeting at 6pm)

## **7. Highlight Report**

MD presented the highlight report that had been circulated with the agenda papers and drew attention to the deadline of the 5<sup>th</sup> August 2022 for submission of the 10 full business cases. MD was pleased to report that all 10 Project sponsors were now in place, with work progressing behind the scenes to ensure sufficient support is in place for Project sponsors to be able to develop the full business cases within the available timescales.

MD advised there had been some challenges procuring directly from the Council's own framework, but had now potentially sourced an alternative procurement route for the full business cases development. In the meantime, support still provided by Turner and Townsend and the early stages of the business cases are starting to progress.

MD also provided an update on the Programme Manager recruitment, with shortlisting completed and interviews due to take place later in the month.

The Board queried whether the Centre Vale Park shelters would be completed by Summer? MD advised that there had been delays in receiving quotations, with substantially more work needed to them than originally anticipated. The Council's Estates team had put a full specification together which is currently being priced.

**Action – MD to update on shelter quotations at next Board meeting.**

## **8. Project Dashboards (Jamie Catlow, Turner and Townsend)**

JC introduced the project dashboards and advised that a summary page had been added to show the change in RAG rating over time. The procurement of design teams will help with the detail and development of the projects, leading to improvements in the RAG ratings.

**Public places** – JC advised that the current red RAG rating is mostly down to the time requirements of design, planning and consultations. This should start to improve as full business case is developed.

The Board queried whether the river can be opened up. MD advised that there was nothing in the original TIP objectives regarding that, but anything that would strengthen the outputs and outcomes would be helpful. The Board also asked at what stage it was expected that the Panels would have an input into the projects? JC indicated that he had discussed with PW and was looking to progress workshops from 28<sup>th</sup> March.

**Town Hall** - No changes since the previous report. JC has been in touch with the project sponsor regarding development of the strategic case, further forward than many of the other projects with design and RAG rated green.

**Centre Vale Park and Fielden Hall** – JC advised that the project had gone from red to amber-rated, as had a lot of information from the sponsor and individual project elements that had been helpful.

**Hippodrome Theatre** - RAG rating has improved from amber to green, as a higher degree of confidence now with this project. No match funding requirement. The Hippodrome are looking to appoint their own architect who has knowledge of the building which in turn will help proposals be developed at pace.

**Enterprise Centre** - Red RAG rating as a lot of design work to do in a short amount of time. Stakeholder and community input important too and another project that we can bring the Panels into. A lot of work going on in the background.

**Active Todmorden** – Requires a lot of design work as scope not presently well progressed and a large scheme with numerous stakeholders. Significant levels of match funding at almost £2.5m which is a key risk and work ongoing to identify sources of this match. Experienced Council sponsor in place and very aware of the current position and where the project needs to be.

The Board queried match funding and whether this needed to be notional match or hard cash? MD advised that currently having discussions with DLUHC regarding this aspect and may need to progress Project Adjustments if notional match not acceptable.

**Todmorden Learning College** – JC advised Counterculture in place to assist them with their business case development and once other aspects of their requirements are known this project is likely to move to green RAG rating. Issue similar to above with £1m match funding.

**Riverside Outdoor Activity** – JC advised spoken with project sponsor and looking to arrange workshop to progress known project adjustments. No current change in RAG rating.

**All Ability Cycle Centre** – Moved to Amber RAG rating now that a project sponsor has been identified with UCVR stepping in, which makes sense due to synergies as both at Riverside. Main risk is no design at present, but confident a standard design could be utilised and quickly make progress.

**Murmuration Workshops** – JC indicated that this project has been red RAG rated from the start, as owner of original site included in TIP has pulled out. As such no firm site allocated for the project at present. Work progressing to identify replacement, site visit and valuation carried out, which Jess at T&T also attended and site looks to have some potential. Property only advertised for lease at moment, but owner may consider sale which is the groups preferred option and would alleviate some of the Subsidiary Control risks.

## **9. Panels Update**

TL provided an update on the Youth Panel. Since the last board meeting they have spoken to a lot of people who have come forward. Now got 10 engaged people on the Panel, including AN, and have people involved in youth work, primary school cluster, Todmorden High School, Manchester Students Union. Went through introductions and some common themes came out - Lack of clarity on the projects, confusion on what the money was to be spent on and where. Football was mentioned about 300 times, and seen considerable passion on the topic of football.

Starting to look at how the Panel view each project and see how it would fit with youth and the different age groups. After this the Panel would speak to Project sponsors. AN added that from the Todmorden Together meeting there was a lot of passion around the 3G pitch, so something to be aware of for the Open Day on 23<sup>rd</sup> April.

GM updated the Board on the Sustainability Panel, which now had 6 members and a really good spread of people, from town planners to former officer of Calderdale council. Probably a week or so behind where the Youth Panel is at present. Looking to get more detail and be involved in the design development on projects moving forward,

PW advised that AB is leading on the Inclusion Panel and looking at the use of art to bring people together. The Panel has a wide range of people, bringing possibilities as projects develop.

## **10. Any Other Business**

NC requested Board members who had not already done so, to return the completed Register of Interests at their earliest convenience.

## **11. Date of Next Meeting**

It was noted that the next Board meeting is currently scheduled for Thursday 21<sup>st</sup> April 2022, although the proposed venue to host hybrid meetings, Todmorden Learning College, is not available for this regular timeslot.

**Action - NC to liaise with Board members on preferred replacement day for Board meetings and circulate new meeting appointment.**

