

TODMORDEN TOWN DEAL

TODMORDEN TOWN DEAL BOARD MEETING

Thursday 16th June 2022
MS Teams Meeting

MINUTES

Present:

- Pam Warhurst (Chair)
- Tony Lawson
- Stephen Curry
- Councillor Silvia Dacre
- Amanda Bloxsome
- Gareth Marshall
- Jim Duffy
- Andrew Kim
- Tim Benjamin

In attendance:

- Councillor Sarah Courtney (CMBC Cabinet)
- Jess Thompson (Turner and Townsend)
- Bill Waller (Turner and Townsend)
- Diana Greenwood
- Kate McNicholas
- Mark Dowson
- Sandra Robertshaw (Minutes)
- Sarah Richardson
- Andrew Rollins
- Catherine Bann

Apologies:

Craig Whittaker MP, Councillor Denis Skelton, Councillor Mary Carrigan, Councillor Jane Scullion, Amna Nisah, Shelagh O'Neill and Richard Thorpe.

1. Welcome

All welcomed to the meeting. Apologies given for the late start of the meeting and the difficulties accessing virtually.

2. Declaration of Interests

None.

3. Minutes of the Last Meeting held on 19th May 2022

The Board agreed the minutes of the last meeting as an accurate record. Cllr Dacre advised that Cllr Helen Brundell would fill the vacant Board position previously occupied by Cllr Press.

Action: SD to contact Cllr Brundell

Noted that the new Programme Manager will be in post by the time of the next Board meeting. However, MD will attend as part of the comprehensive handover, and continue to support the submission of the business cases. The Chair, on behalf of the Board, stated that it had been a pleasure to work with MD and the Board have appreciated his help and support.

Noted that Frankie Mullen resigned from the Board last month, however PW has had a conversation with Frankie confirmed that she would continue to support the Comms Sub-Group from July onwards.

4. Chairs Report – Verbal Update

PW stressed the need to bring propositions and meaningful consultation to the wider community of Todmorden, that encompass individual projects and the wider programme. Board Members were asked to be advocates for the work being done, ensuring that the community are fully aware of the working relationship with Calderdale Council and the nature of this programme.

PW expressed pleasure at the progress made by the panels, although there is a need to be mindful that panel members have access to some confidential and sensitive information, and she stressed the need for confidentiality.

5. Panels Update

Youth Panel - presentation and overview provided by AL and contribution from SR.

In terms of leveraging social value from the investments to be made, regarding work experience and apprenticeships for example, it was agreed a further discussion on support and opportunities would be helpful at a future meeting (post business case submission).

Action: KM to bring an item on social value to a future board meeting along with existing social value policies.

It was confirmed that the work of the youth panel should be part of what is conveyed by the town board members in their ambassadorial roles.

There was a discussion around the potential to establish a panel of young people.

Action: AL - to circulate presentation.

Inclusion Panel – update from AB.

The panel has agreed its terms of reference. Looking to map the groups that exist around this agenda in Todmorden, and started to build links. Have reviewed the open day and given feedback on the Culturedale brand that is later on the agenda. Intending to provide meaningful input into the projects, starting with Todmorden Learning Centre.

Action: AB to circulate ToR

Sustainability Panel – update from GM

In terms of project review, have provided feedback on the Riverside project to SC. Will subsequently be looking at Public Places and Enterprise Centre.

On 24th attending Todmorden High School: informal presence/stall at an Open Evening the school is running.

CLlr Dacre asked if anyone from the panel attended the TodConnect Meeting on 1st June? PW acknowledged that discussions were held about this meeting, and decision was made for no Board presence as it was a presentation by the sponsor to local businesses.

Cllr Courtney suggested that a fact sheet that included information on the positive impacts of pedestrianisation would be helpful, to be addressed in the communication work around the Public Places project.

6. Highlight Report

The Board noted the documentation circulated. MD provided an overview and the following points noted:

- Re full business case support, interventions are on a sliding scale, some appointments on a direct basis while others through T&T via the NHS SBS Framework.
- Good to see progress made, particularly with appointment of various architects now on board.
- Useful discussion with Richard Thorpe and DLUHC regarding project extensions and match funding.
- T&T will cover project adjustment changes in their dashboard reports, but RT was very open to potential for extensions of around a month. Can't submit a business case without the project adjustment being agreed first. RT's advice is to only submit project adjustments where absolutely necessary.
- Independent business case adviser to be appointed, Anthony Everitt and Bentley Project Management, who produced the Assurance Framework for the Board, so are familiar with the projects and best placed to assess and provide the Board and Accountable body with independent assurance.
- Submitted formal government DLUHC monitoring.
- Noted new Programme Manager, Rob Shipway, starting on 1st July.

7. Finance Report, plus UKSPF Update

Noted documentation circulated and the verbal overview by MD.

Accelerator funding now fully committed. In respect of money spent on shelters in the park, SC asked please keep comms sub-group up to date on this, its good news and need to ensure this is communicated out. MD confirmed in respect of shelters in the park, Armitage Clegg (based in Halifax), are leading on this and will keep the Comms Sub-Group posted on the work on site.

Action NC – to liaise with Comms Sub-group regarding shelter refurbishment.

LABGI and Ambitions for Towns Funding, the Council's Finance team have indicated a sum of approx. £140k remains available as a legacy. To be the subject of future board discussion.

Action MD - to clarify legacy funding.

Regarding the 5% Advance Payment, MD updated the board on the circulated paper regarding full business case development costs, which have been tested for value for money and are in line with the agreed framework fee structure. The Board noted the overall funding proposal from Turner and Townsend to progress the business cases.

Action All – to contact MD with any queries on the T&T fee proposal and Advance Payment work

KM provided an update on UK Shared Prosperity Fund.

Action MD - to circulate the UKSPF presentation with the minutes.

8. Project Dashboards

JT provided an update and overview on the latest position of the Project Dashboard, and there were verbal contributions from Project Leads. The Board noted the positive move of RAG ratings towards amber and green, and highlighted the red risks as key areas of concern.

The progress on each of the ten project was discussed.

Public Places: The importance of progressing with the options work was highlighted

Action: MD to circulate the previous work done on local parking issues.

Enterprise centre: It was confirmed that the plan is to proceed with residential space on the upper floors of the enterprise centre, funded from outside of the Town Deal resources.

Active Todmorden: The need to be clear on synergies and links to other planned work was flagged.

Action: BW to ensure all board members are invited to future shortlisting workshops.

The Board noted that project extensions had been requested for the Hippodrome to allow additional structural surveying time, Riverside to allow additional sustainability work, All ability cycling to allow time to ensure outcomes delivered via alternative route and Murmuration workshops to allow additional time to work up a robust business case in the light of no currently identified site location.

The Board noted that this was the last meeting that Jess Thompson would be attending as she is changing roles. On behalf of the Board, the Chair thanked Jess for all her hard work and support.

9. Communications Update plus Visitor Economy

SC provided a verbal update. As noted earlier, Frankie Mullen will be coming back to support the Comms Group from July onwards.

In the context of an emphasis on clear communication about the work of the Board, reviewing the potential for a newsletter. Will start to fill out information under each of the project headings on the website.

Now have 300 residents now on the database. Interest has increased following issues with the Markets/Parking, looking to build up a portfolio of responses to questions.

Noted there is still some negative communication around Riverside, stemming from dissatisfaction around issues relating to football.

The Chair thanked SC for huge amount of work being done, if other Board Members would like to support SC with this area then please don't hesitate to contact SC.

10. 'Culturedale'

Diana Greenwood, the Council's Tourism & Visitor Economy Manager, was welcomed to the meeting. She gave a presentation on the new brand created, including a toolkit for local businesses, and a two-month social media campaign. This is part of the run up to the Year of Culture in 2024.

Action MD – to circulate presentation / video.

A query was raised whether the individual artists are being credited with the work that they have done as part of the campaign. DiG confirmed this was indeed being done.

A question was asked regarding how this work links with other brands. DiG confirmed that this is an issue that has been addressed in the design and will continue to be worked on in terms of what brands are used where.

11. Any Other Business

The Chair asked for feedback from Board Members whether it would be useful to have face to face meetings or if we continue to meet remotely.

Action All – reply to PW with preference for future meetings.

12. Date of Next Meeting

Thursday 21st July at 5.00pm.



Action Summary log –

Action: SD to contact Cllr Brundell

Action: KM to bring an item on social value to a future board meeting along with existing social value policies.

Action: AL to circulate Youth Panel presentation.

Action: AB to circulate Terms of Reference from Inclusion Panel

Action: MD to clarify legacy funding as capital/revenue.

Action: NC to liaise with Comms Sub-group regarding shelter refurbishment.

Action: All to contact MD with any queries on the T&T fee proposal and Advance Payment work

Action: MD to circulate the UKSPF presentation with the minutes.

Action: MD to circulate the previous work done on local parking issues.

Action: BW to ensure all board members are invited to future shortlisting workshops.

Action: MD to circulate Culturedale presentation/video.

Action: All to contact PW with preference for format of future meetings.