

The logo for Todmorden Town Deal is a green banner with a pointed bottom edge, containing the text 'TODMORDEN TOWN DEAL' in white, bold, uppercase letters.

TODMORDEN TOWN DEAL

Todmorden Town Deal Board

Minutes of the meeting held 14th June 2023

Venue: Todmorden College

Board members attending

Pam Warhurst (Chair)
Tony Lawson
Jim Duffy
Andrew Kim
Gareth Marshall (via teams)

In attendance

Kate McNicholas
Rob Shipway
Catherine Bann
Zakariya Ali

1. Welcome and Apologies

The Chair opened the meeting. Apologies received from Councillor Dacre, Craig Whittaker MP, Councillor Scullion, Amna Nisah, Councillor Courtney.

The Chair declared the meeting inquorate.

2. Declarations of Interest

Jim Duffy raised a non-pecuniary interest in the Centre Vale Park project. There were no other declarations of interest.

3. Minutes from last meeting

The attendance list recorded for the last meeting was incorrect and the Chair asked for the minutes to be updated accordingly. The rest of the minutes were approved as a true record of the meeting.

Action: Zakariya Ali to amend the minutes of the last meeting.

4. Matters arising

Officers informed the Board that the parking survey had now been completed and would be circulated to the August Board following review.

Action: Jess Thompson to bring a report to the next meeting of the Board on car parking.

The Board noted the appointment of Price Waterhouse Coopers to supply VAT advice on project sponsor VAT status. The Board welcomed clarification from DLUHC regarding its stance on clawback, which had enabled all project partners to go ahead with signing their Grant Funding Agreements.

The Board welcomed the agreement to fund communications work through the budget for programme management.

5. Programme Update (Rob Shipway)

A report providing an update on project progress had been circulated to the Board. This included a RAG rating for projects, based on time (ability to deliver within programme); cost (ability to deliver within cost and funding available); and outputs (ability to deliver required outputs, outcomes, and impacts).

Active Todmorden: The Board noted that the design brief had been issued. The project sponsor was currently working with related projects – the Enterprise Centre and Public Places – to ensure the projects complemented each other and added value. Concern was raised about lack of clarity of the impact on the original proposals because of reduced outputs during business plan development, but the emphasis on improved connectivity was understood. AK asked for consideration of water bottle filling stations.

Action: Rob Shipway to contact the project manager, Ella King, to discuss the opportunity to incorporate water bottle filling stations into the project.

Action: Ella King present an overview of the project to the next meeting of the Board.

Centre Vale Park: The Board welcomed the establishment of a joint Project Board between the Town Council and Calderdale Council to ensure delivery of the project. The focus of immediate work is to engage Heritage Lottery Fund to secure additional grant funding and move forward with the Bandstand and Tennis Courts.

Enterprise centre: The Board was concerned to hear the project was facing challenges as the proposed location for the Enterprise Centre is an area designated High Flood Risk. The Board noted the project sponsor and Calderdale Council will be meeting the Environment Agency together, to explore options to mitigate flood risk to allow development.

Board members expressed their concern that although there had been awareness of flood zoning issues from the time of the original Town Investment Plan, and was noted in the business case, the issue had not been escalated before, and that there have been no earlier conversations with the Environment Agency.

AK asked whether there could be a different configuration on the site. The Board also suggested exploring alternative sites which would ensure the project could go ahead. The Chair asked that seeking alternative sites be a priority for the Council. JD stressed the need for any alternative site to keep the principles of a high-quality development, delivering a transformation project.

Action: Kate McNicholas to work with colleagues to identify other suitable sites for the Enterprise Centre

AK asked if the issue could be combined with alternative public realm proposals, such as car parking. The Board recognised the constraints of time and funding but asked for more information on the flood risk areas.

Action: Rob Shipway to circulate site map to Board members.

Hippodrome: The Board welcomed the agreement to provide grant finding support to the project sponsor to seek external funding.

Public Places: The Board noted the need to delay a presentation on the project design brief until we get greater clarity on the positioning of the Enterprise Centre.

Riverside: The Board noted that the project sponsor is to complete a detailed stakeholder plan as a matter of urgency. The Board also noted the appointment of architects, moving the project forward.

Action: Rob Shipway to consult with UCVR regarding the proposed stakeholder plan.

Town hall: The Board noted the timescale for delivery was slightly delayed as the project manager is sourcing local stone to ensure greater quality of the materials and project.

Action: Rob Shipway to ask the project manager to contact the Sustainability Panel lead: GM.

Todmorden Community Learning Hub: The Board noted satisfactory progress, with early works underway.

6. Panels update

Noted that adverts had been issued seeking new members for the Sustainability Panel and Youth Panel. Applications are being reviewed and interviews will be arranged.

Action: Rob Shipway to set up interviews for Sustainability Panel.

GM informed the Board that he had been working with project partners to explore how the Sustainability Panel could support development and delivery. While the projects were at different stages of development, GM stressed the need to work proactively with the project partners and asked for support to engage the Town Hall project manager.

Action: Rob Shipway to contact project manager for Town Hall and arrange for a discussion with GM.

TL reported on progress with the Youth Panel, developing an approach top working with schools as part of the Town Deal engagement programme. TL reported he is updating the terms of reference and will bring these to the next meeting of the Board.

Action: TL to submit terms of reference for the Youth Panel to the August Board meeting.

7. Events update

AK informed the Board that he had set up a meeting bringing together 21 individuals with a keen interest in supporting events in the town. The meeting was held to discuss the public realm proposals, and how the interface between the market,

Enterprise Centre, and public realm works could work together to create and use open space.

Noted the meeting was successful, with strong views particularly about issues relating to Pollination Street. AK reported sensitivity about community and stakeholder engagement and the need for better communications. There was agreement at the meeting to promote a joined-up approach to events across the town. Seen as an opportunity to build the town's visitor economy and promote improved mental wellbeing.

AK stressed the need for public realm improvements to consider how to support events. Options could include flexible spaces, street furniture, access to power and water. The meeting also raised concerns about potential loss of green space. Officers from the Council's Major Projects team, who are leading on the public realm works, had attended the event at the request of AK. They set out the objectives of the project and agreed to maintain links with the participants and continue to work with AK.

8. Board Recruitment

The Chair informed the Board that 4 interviews for new Board members had been held on 14th June, with one more interview scheduled. From the interviews, the Chair recommended three new Board members, and agreed to update the Board about the outcome of the final interview.

Resolved: The Board agreed to the recommendation to invite the three successful applicants to the Board.

Action: Rob Shipway to set up an Open Day to welcome the new Board.

9. AOB

The Board reiterated its support for water bottle filling stations to be considered for Active Todmorden.

10. Date and venue of next meeting

24th August 2023, Todmorden College, starting 5.30 p.m.

**Towns[©]
Fund** 