

## Minutes of the Chesterfield Long Term Plan for Towns Board

Thursday 25<sup>th</sup> July 2024, 5:00pm, Chesterfield Town Hall.

<b>Board Members:</b>	
Dominic Staniforth, Chair	Barber Harrison and Platt
Cllr Amanda Serjeant	Chesterfield Borough Council
Nicolle Ndiweni	Police and Crime Commissioner
Julie Richards	Chesterfield College
Simon Wright	Banner Jones
Toby Perkins, MP	Member of Parliament
Jacqui Willis	Derbyshire Voluntary Action
Mahmud Nawaz	Chesterfield Royal Hospital Foundation Trust
Laura-Jo Owen	Adorn Jewellers
Emily Bowman	Junction Arts
Cllr Carolyn Renwick	Derbyshire County Council
Gavin Grainger	Bottle and Thyme
Simon Davidson	Cheese Factor
Canon Patrick Coleman	Chesterfield Parish Church
Cllr Carolyn Renwick	Derbyshire County Council
<b>Officers in support:</b>	
Huw Bowen	Chesterfield Borough Council
Craig Busby	Officer in Support of Toby Perkins, MP
Lynda Sharp	Chesterfield Borough Council
Daniel Hall	Police and Crime Commissioner Support Officer
Liz Wigley	DHLUC
Michael Rich	Interim Project Support
<b>Apologies:</b>	
Angela Stansfield	Job Centre Plus
John Croot	Chesterfield Football Club Community Trust
Kath Mitchell	University of Derby
Christine Durrant	Chesterfield Borough Council
Neil Johnson	Chesterfield Borough Council
Andrew Kelly	Parkside School
Karl Apps	Derbyshire County Council

Item No	Item	Action (by whom)
1.	<p><b>Welcome, apologies and introductions</b></p> <p>DS welcomed Toby Perkins, MP (TP) to his first Board meeting. TP advised that he was pleased to be able to attend the meeting. He had not been able to attend previous Board meetings because of the pre-election period. He advised that he has been briefed on the activities of the LTPT and has been supportive from afar.</p> <p>DS advised the Board that he had received correspondence via email, from Government on 19<sup>th</sup> July 2024. The email outlined that the submission deadline for Towns to submit their vision statements and investment plans has been postponed. The email stated that this is in part due to some towns pausing the LTPT consultation process in the pre-election period. Further updates will be given in due course. DS shared his view that he doesn't feel it right to postpone Chesterfield's submission and that the Board has been working hard to ensure it is able to meet the deadline of 1<sup>st</sup> August 2024. DS advised that delaying submission will cause a loss of momentum and as significant local engagement and consultation has taken place, could be viewed as a backwards step.</p> <p>DS asked LW if she had anything additional to add from Government by way of an update for the Board. LW advised that she is awaiting a clearer steer on the future policy direction of Government with regards LTPT. LW appreciates that significant engagement and consultation has been undertaken which is invaluable and important and that this must be frustrating for the Board. LW advised that she will provide updates as available and is happy to feed in any questions and concerns to colleagues within government.</p> <p>HB confirmed that the Council had also received email correspondence from Government on 19<sup>th</sup> July 2024. He advised that when the Election was announced, CBC</p>	

had sought advice as to whether the consultation on LTPT should be paused. The advice received was to carry on so it is now disappointing to find the programme paused for this reason, when considerable effort and momentum has been generated. HB understands that the new Government will need to pause and take stock of the programme. However, he would be supportive of Chesterfield submitting the Vision and Plan by the deadline and also in continuing as planned at future Board meetings to review thematic activity and identify projects. If submitted and changes are then required, this can be done later with a re-look at our submission as required.

DS asked the Board if they were happy to proceed to submission by the original deadline of 1<sup>st</sup> August 2024.

GG enquired whether the submission could be tweaked later if the situation changed? HB confirmed that his understanding of the Investment Plan is that it is a very high level in terms of policy interventions rather than specific projects. It would be relatively easy to unpick and alter as required.

MN confirmed that it made sense to submit but queried whether a delay could present an opportunity to do additional consultation as we had proceeded at speed? HB responded that the consultation undertaken had been comprehensive and robust with engagement with all the key stakeholders you would expect and with the benefit of excellent engagement from the public. It would be hard to see the value of additional engagement at this time. HB noted that throughout the LTPT programme there would be further opportunities for active engagement. JW confirmed that she felt the consultation had been robust, highlighting that there had been over 650 engagements with the public on the market led by Derbyshire Voluntary Action.

AS highlighted the excellent engagement with young people from Parkside School that demonstrates engagement had been wide ranging. AS confirmed she

	<p>is of the view that the Board should submit by the 1<sup>st</sup> August deadline to ensure that pace and momentum isn't lost.</p> <p>EB queried whether the Board needed to feed back to stakeholders that there had been a pause. HB advised that as we are still submitting we should do so and await further messaging from Government.</p> <p>DS confirmed that officers would continue to work towards submitting the plan by the original 1<sup>st</sup> August deadline.</p>	
2.	<p><b>Declaration of Interest</b></p> <p>No declarations of interest were received.</p>	
3.	<p><b>Minutes of the previous meeting (09/07/2024) and matters arising</b></p> <p>DS asked the Board to confirm that the minutes shared of the Board meeting on 9<sup>th</sup> July 2024, were a true and accurate record. This was agreed.</p> <p>DS reported that the only action from the previous meeting was to share the draft vision statement for comments. This has been achieved and DS thanked Board members for sharing their comments.</p>	
4.	<p><b>Vision document.</b></p> <p>MR presented the draft Vision Document to the Board. He advised that following the meeting, the draft document will be sent round to the Board for more detailed comments. The Board is asked to feed any comments back by 30<sup>th</sup> July 2024.</p> <p><b>Action 1: Draft vision document to be shared for comment.</b></p> <p>MR advised that following receipt of comments from the Board the Vision Document would be revised for</p>	MR

	<p>submission to Government. To enable this to happen by the deadline, MR requested that the Board delegate approval to the Chair to sign off the final version of the Vision and the Investment Plan.</p> <p><i>Agreed: delegated authority given to the Chair to sign off the final version of the vision document and investment plan.</i></p>	
5.	<p><b>Investment Plan</b></p> <p>HB presented the paper on the Investment Plan. As discussed there is a requirement for the Board to submit a 3 year Investment Plan to Government. As discussed earlier in the meeting, the original deadline of 1<sup>st</sup> August for submission has been paused but the Chesterfield LTPT Board is minded to continue against the original deadline to ensure momentum.</p> <p>HB advised that this document is designed to be presented at a high level highlighting thematic interventions that reflect the vision, rather than project specific activity. He stressed that Chesterfield Borough Council (CBC) is well versed in developing such plans and of delivering against the Treasury's business case model that requires consideration to be given to:</p> <p><i>Strategic case;</i>  <i>Economic case;</i>  <i>Financial case;</i>  <i>Commercial case;</i>  <i>Management case.</i></p> <p>HB highlighted section 3 of the report that shows spend to date on LTPT activity. CBC as accountable body has been allocated £250k capacity funding to support the development of the LTPT programme. £50k was received in the last financial year (2023/2024) and £200k received in this financial year (2024/25). To date, £42 has been defrayed on engagement activity, £4k to a local design agency to design the final documents for submission to Government and £21k to cover other</p>	

costs relating to supporting the delivery of the programme HB confirmed that there is £183k capacity funding remaining .

HB reminded the Board that as part of the guidance, Government had highlighted certain pre-approved activities that would not require additional sign off by Government. The draft Investment Plan has sought to allocate funding to such thematic activities based on capital/revenue split of funding available over the first 3 years. There is reference to potential quick win activities such as feasibility studies to support projects coming through in the future (Crooked Spire experience, the creation of a dedicated community space and animation activities).

TP questioned HB about how events in the Town Centre are financially supported. HB confirmed that Town Centre events generally require subsidy. Some are agreed on commercial terms (like Peddlers Markets) others are fully subsidised. Whilst the Council may receive an uplift in car parking income on event days, this does not cover the true costs of holding events where proper safety plans and measures have to be put in place with associated infrastructure.

CR shared her view that Chesterfield is well placed to benefit from animation activities within the Town Centre. She highlighted the need to improve wayfinding and policing.

GG highlighted the success of events like Peddlers Market for Chesterfield but suggested there is an opportunity to align better with local businesses and the local community. JW agreed and shared examples of where communities have engaged in creating successful events in the past such as "Staveley's Got Talent". EB highlighted that events can offer more than finances and that they contribute towards pride of place, can encourage footfall and improve community spirit.

HB reminded the Board that it isn't for CBC to make decisions about the funding, rather it is for the Board to determine the projects it would seek to fund in the future. He tasked the Board with returning to future Board meetings with project ideas and interventions and in doing so suggested examples such as asking LJ to consider what support businesses in the Town Centre need, how we can grow independent traders and attract new ones; asking GG to consider what support is needed in the hospitality sector to ensure it is thriving in Chesterfield; asking NN what would be an effective interface with police and ASB activity to add value to what is currently happening and asking JR to consider whether there is an opportunity to bring catering or other college provision to the High Street, and MN whether there would be opportunities for diagnostic health services in the Town Centre.

CR asked for confirmation of the geography for LTPT. This was confirmed. She highlighted the need to ensure alignment with other funding such as EMCCA, DFT, Police funding.

HB reminded the Board that the funding is mainly capital and the scope of projects and interventions need to reflect this. As an example, when looking at events, could there be investment in staging and lighting to reduce future revenue costs, could ASB be reduced by increasing target hardening measures.

EB asked if revenue funding would be able to use as match funding. LS confirmed that this would be acceptable, but any ongoing commitments would need careful consideration by the Board.

JR questioned the funding profile and annual spend allocations, querying whether there was flexibility. HB confirmed that the Board has the flexibility to under spend, rolling funding back but not to bring spend forward. There are indicative allocations in the Investment Plan around capital revenue split but these

could be changed post approval with discussion with Government.

HB shared that within the draft plan, £200k revenue has been allocated over the 3 year period for admin and management of the programme, representing around 4% of the total allocation. He explained that this is normal for programmes of this nature and that the resource could enable the accountable body to undertake robust programme delivery and monitoring arrangements. CBC is well used to delivering this in support of other programmes.

DS asked the Board to approve the recommendations outlined in section 7 of the report:

- a) Approve the underspend on the engagement exercise to fund a local design firm to produce the published vision document.

*Approved.*

- b) Approve an indicative allocation of £200k for programme management as set out in section 5 of the report.

*Approved.*

- c) Discuss the draft Investment Plan, in particular the financial profile as summarized in section 4.

*This was discussed and DS asked for any comments to be forwarded to LS by 30<sup>th</sup> July 2024 as highlighted in Action 1 (above).*

- d) Delegate to the Chair, approval of the final version of the Plan prior to submission.

*Approved.*



	<p>e) Note the requirement for the Council's Service Director of Finance to approve the Investment Plan prior to submission.</p> <p><i>Noted.</i></p> <p>DS asked if the Board had any additional comments. TP highlighted the need to come up with projects and ideas that would result in a lasting change. He highlighted the need to attract new businesses to the Town and ensure that areas such as the Yards and Shambles have a purpose within the Town Centre. He asked for a strategic vision for the Town Centre to be developed. DS reminded the Board that the three meetings scheduled for the autumn would allow this discussion to take place.</p> <p>NN asked the Board to ensure that provision would be made for a marketing budget to enable the Board to share what we are doing across different platforms.</p>	
6.	<p><b>Communications and Engagement Group</b></p> <p>DS explained that at Staveley Town Deal, a Communications and Engagement group had been formed to great effect in terms of ensuring the activity undertaken by the Town Deal and projects had been shared. DS explained that he would like to see something similar established for the LTPT Board. DS asked for Board Members to volunteer to be engaged in sub group if of interest to them.</p> <p>Interest was shown by JR, NN, JW, EB and LJ.</p> <p><b>Action 2: initial meeting of comms and engagement group to be arranged.</b></p>	DS/LS
7.	<p><b>Any Other Business</b></p> <p>NN shared details of an active consultation she has arranged as newly elected Police and Crime</p>	

	<p>Commissioner. The consultation is to inform and shape priorities over the next four years. NN asked that Board members engage in the consultation and share with contacts as appropriate.</p> <p><b>Action 3: link on PCC consultation to be shared.</b></p> <p>EB updated Board members that this weekend, Junction Arts would be delivering the Chesterfield Childrens Festival in Queens Park.</p> <p>DS enquired of LW if there were any further updates from Government. LW advised that there was a lot going on following change of Government with more information to emerge in the future. There have been key messages around priorities for growth and a focus on devolution. There will also be a focus on Local Growth Plans in the coming months with an expectation that they align with the Industrial Strategy.</p>	LS
8.	<p><b>Date and Time of future meetings</b></p> <p>DS highlighted the need to get future meetings in the diary for September onwards.</p> <p><b>Action 4: future dates of LTPT Board meetings to be established and confirmed.</b></p>	LS