

# SCARBOROUGH TOWN DEAL BOARD

DATE: Monday 12<sup>th</sup> December

Time: 9:30am to 11:30am

Venue: Coventry University Scarborough, Room 2.16

## AGENDA PACK

1. APOLOGIES
2. DECLERATIONS OF INTEREST
3. MINUTES OF LAST MEETING (ATTACHED) AND MATTERS ARISING
4. BOARD MEMBERSHIP
5. WILDEYE – CAROLINE HILL
6. STATION GATEWAY – CHRIS BOURNE, BEN AHMED
7. COMMUNICATIONS UPDATE
8. PROGRAMME REVIEW & MONITORING – Helen Jackson
9. A.O.B
10. DATE OF NEXT MEETING
  - 27<sup>th</sup> MARCH 2023

# SCARBOROUGH TOWN DEAL BOARD

THURSDAY 29<sup>th</sup> SEPTEMBER

9:30AM @COVENTRY UNIVERSITY SCARBOROUGH

## DRAFT MINUTES

### IN ATTENDANCE

|   |  |
|---|--|
| <b>Chair</b> David Kerfoot CBE DL <b>DK</b><br>Kerfoot CS | Liz Small <b>LS</b><br>NYCC                                    |
| <b>Vice Chair</b> James Farrar <b>JF</b><br>YNY LEP       | Kerry Levitt <b>KLV</b><br>KLV                                 |
| Mike Greene <b>MG</b><br>SBC                              | Leigh Brand <b>LB</b><br>SBC                                   |
| Richard Flinton <b>RF</b><br>NYCC                         | Carl Gavaghan <b>CG</b><br>SBC                                 |
| Cllr Liz Colling <b>LC</b><br>SBC                         | Richard Grunwell <b>RG</b><br>Scarborough Business Ambassadors |
| Marc Cole <b>MC</b><br>SBC                                | Sam Pollard <b>SP</b>  |
| Jackie Mathers <b>JM</b><br>CU Scarborough                | Matthew Turner <b>MW</b>                                       |
| Clare Harrigan <b>CH</b><br>Beyond Housing                | Carol Rehill <b>CR</b> Agenda Item 4<br>SBC                    |
| Alex Richards <b>AR</b><br>SBC                            | Chris Mellor <b>CM</b> Agenda Item 5<br>SBC                    |
| Helen Jackson <b>HJ</b><br>SBC                            | Ellis Cooper <b>EC</b> Draft Minutes                           |
| Steve Bromham <b>SB</b><br>Save 9                         |  |

### SUMMARY OF ACTIONS

- MG to speak with Robert Goodwill to discuss a letter for central government to support the work gone in to the Levelling Up Fund for the Station Gateway.
- HJ to arrange a meeting with Scarborough Borough Council Planning team to discuss risks.
- DK requests a monthly update on the projects due to the ongoing economic situation.
- HJ to have a meeting with Cities and Growth team to discuss the delivery and outputs of projects.
- DK requests Communications to be an agenda item for every meeting.

## **1. APOLOGIES**

- Cllr Siddons, SBC
- Rosemary Du Rose, Beyond Housing
- Karl Battersby, NYCC
- James Goodall, Goodall Group
- Andrew Battarbee, Cities and Local Growth
- Robert Goodwill, MP
- David Stone, CAVCA
- Mark Williamson, English Heritage
- Andy Carter, SBC
- David Caulfield, NYCC

## **2. DECLARATIONS OF INTEREST**

**2.1.** No declarations of interest.

## **3. MINUTES OF LAST MEETING AND MATTERS ARISING**

**3.1.** Minutes of the meeting held on 23<sup>rd</sup> June 2022 agreed as a true record.

**3.2.** No matters arising.

## **4. WHISTLE BLOWING POLICY**

**4.1.** CH explained that a whistle blowing policy is required for the board. It is proposed that Scarborough Borough Council (SBC) policy will be adapted and circulated before the next meeting.

**4.2.** HJ stated that the lack of a whistle blowing policy was the only issue raised by civil servants during the recent review of the town deal governance arrangements.

## **5. SCARBOROUGH FAIR**

**5.1.** CM provided an update to the board on the Scarborough Fair project.

**5.2.** MG stated that collaboration with York and North Yorkshire County should be explored to help fit in with regional plans in Yorkshire.

**5.3.** JM offered support with the project with students.

**5.4.** CH queried the financial risk of it being amber status. CM confirmed that this was due to the need for the new festival director to raise additional revenue funds to secure the long term future of the project

5.5. RF queried the capital element of the project. MG confirmed that the funding for the project has already been approved.

## **6. PROGRAMME UPDATE**

6.1. HJ provided a full programme update to the board on the status of all projects. AR also provided an update on the financial risks surrounding the projects.

6.2. JF queried if the NHS are still committed to the Station Gateway scheme if the scale of the project was reduced. AR confirmed that the smaller scheme would still have the ability to cater for the NHS.

6.3. RF queried the risk of some projects not coming to fruition due to the current economic issues impacting the country. HJ confirms that there is contingency's built into all projects and if necessary a Project Adjustment Request form can be completed to request and adjustment for project outcomes.

6.4. DK requested that regular update reports be produced for future board meetings on the status of the projects and the status of the contingencies. AR confirmed that all contingencies are intact.

6.5. RF queried whether projects not yet contractually committed should be paused pending the receipt of more detailed information associated with potential cost increases and also questioned whether projects should wait for board approval before commencing delivery. MC stated that the agreed deadlines to deliver the various town deal projects were very tight and that any delays could result in these being missed and the accountable body/bodies potentially facing the potential 'claw back' of funds already paid.

6.6. DK stated that the board should be ambitious but remain cautious.

6.7. MG stated that the partnership with DLHUC has been positive throughout this process.

## **7. CORRESPONDENCE RECEIVED IN RESPECT OF SCARBOROUGH WEST PIER PROJECT**

7.1. Correspondence around the Scarborough West Pier project was acknowledged by the board and it was agreed that no further action was required.

## **8. PROJECT AMBASSADORS AND BOARD MEMBERSHIP**

**8.1.** DK stressed the importance of board members volunteering to act as champions for each of the various town deal projects.

**8.2.** DK requested that one of the board members volunteered to represent the board on the advisory board for the Wildeye project.

**8.3.** DK also stated that he felt that the time was right to refresh the current board membership and requested recommendations for potential new members.

## **9. A.O.B**

**9.1.** CG provided a communications update on the recent work undertaken in relation to the Scarborough Town Deal projects.

**9.2.** MG gave his thanks and best wishes for the future of the Scarborough Town Deal Board and projects at his last meeting.

## **10. DATE OF NEXT MEETING**

**10.1.** 12<sup>th</sup> December 2022 3PM -5PM. Venue to be confirmed.