

Dewsbury Town Deal Board

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Tuesday 13 September 2022

Notice of Meeting

Dear Member

Dewsbury Town Board

The **Dewsbury Town Board** will meet in the **Reception Room - Town Hall, Dewsbury** at **4.30 pm** on **Thursday 22 September 2022**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.



Keith Ramsay
Chair

The Dewsbury Town Board members are:-

Member	Responsible For:	
Keith Ramsay	Mid Yorkshire Hospitals NHS	Chair
Councillor Shabir Pandor	Leader of the Council	Leader of the Council
Mark Eastwood, MP	Member of Parliament	Central Government
Iqbal Bhana (OBE, DL)	Senior Business Consultant	Business Sector
Paul Burnett	Empire House – Targetfollow	Business Sector
Fara Butt	Shire Beds Ltd	Business Sector
Martin Walsh	Dewsbury Town Board	Business Sector
James Conn	UK Greetings	Business Sector
Sue Baker	Dewsbury Community Outreach	Community Sector
Peter Mason	Dewsbury Town Board	Developer Sector
Palvinder Singh	Principal and Chief Executive, Kirklees College	Education Sector
Nancy Barrett	Chief Executive, Brigantia Creative and Creative Director, Creative Scene	Creative Sector
Martyn Broadest	Connecting Housing	Housing Sector
Bruce Bird	The Dewsbury Partnership/Federation of Small Businesses	Community Sector
Heather Waddington	Head of European Structural and Investment Funds, and Future Funding Policy	Observer
Charles Smith	Head of Region North East and Yorkshire – Historic England	Observer

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of Dewsbury Town Deal Board

To receive apologies for absence from Board Members who are unable to attend this meeting.

2: Declaration of Interests

Members will be asked to advise if there are any items on the Agenda in which they have a Disclosable Pecuniary Interest, which would prevent them from participating in any discussion on the item of participating in a vote upon the item, or any other interests.

3: Minutes of Previous Meeting

1 - 6

To approve the minutes of the meeting of the Board held on 11 August 2022.

4: Public Question Time

The meeting will hear any questions from the general public.

Members of the public can ask questions relating to the work of the Town Board or issues set out in this agenda.

5: Risk Register and Business Case Update 4:30pm - 5:10pm

To consider updates on the Risk Registers and Business Cases.

Contact: Michelle Illingworth, ER Project Officer

6: Creative Scene 5:10pm - 5:30pm

To consider information relating to the Creative Scene.

Contact: Nancy Barrett

7: Communication Strategy 5:30pm - 6:00pm

To consider the Communications Strategy.

Contact: Michelle Illingworth, ER Project Officer

8: UK Shared Prosperity Fund 6:00pm - 6:20pm

To receive an update on the UK Shared Prosperity Fund.

Contact: Heather Waddington and
Chris Duffill - Head of Service, Business and Skills

9: Skills Audit Update 6:20pm - 6:30pm

To consider a skills audit.

Contact: Keith Ramsay – DTB Chair

10: Chairs Update 6:30pm - 6:45pm

To consider a verbal update from the Dewsbury Town Board Chair.

Keith Ramsay – Chair of Board

11: Any Other Business 6:45pm to close

To consider any other business and matters arising.

Please notify the Chair of any other business items no later than
Tuesday 20 September 2022.

12: Date of Next Meeting

The dates of future meetings are: -

3 November 2022
15 December 2022
19 January 2023
23 March 2023
18 May 2023
20 July 2023
28 September 2023
16 November 2023

For Terms of Reference please visit

[deswbury-town-board-terms-of-reference-jan-2021.pdf](https://www.kirklees.gov.uk/sites/default/files/2021-01/deswbury-town-board-terms-of-reference-jan-2021.pdf)
([kirklees.gov.uk](https://www.kirklees.gov.uk))

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Contact Officer: Yolande Myers

Dewsbury Town Deal Board

Thursday 11th August 2022

Present: Keith Ramsay (Chair)
Mark Eastwood, MP
Councillor Cathy Scott
Martin Walsh
Sue Baker
Peter Mason
Bruce Bird
Julia Arechiga

In attendance: Joanne Bartholomew, Kirklees Council
Michelle Illingworth, Kirklees Council
Peter Thompson, Kirklees Council
Gemma Birbeck, Loaded PR
Martin Walsh, Loaded PR

Apologies: Iqbal Bhana (OBE, DL)
Nancy Barrett
Martyn Broadest
Charles Smith
James Conn
Heather Waddington
Paul Burnett

1 Membership of Dewsbury Town Deal Board

Apologies for absence were received on behalf of James Conn, Charles Smith, Nancy Barrett, Martin Broadest, Iqbal Bhana, Heather Waddington and Paul Burnett. Councillor Cathy Scott substituted for Councillor Shabir Pandor and Julia Arechiga substituted for Palvinder Singh.

2 Declaration of Interests

No interests were declared.

3 Minutes of Previous Meeting

RESOLVED - That the minutes of the meeting of the Board held on 30 June 2022 were agreed as a correct record.

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4 Public Question Time

No questions were asked.

5 Business Case Update 4:30pm - 4:50pm

The Board received an update on the Business Cases. Michelle Illingworth, ER Project Officer, informed the Board that the business cases had gone through the assurance process and had now been signed off and the summary documents had been submitted for approval by government.

The Board was advised that the Arcade, Market, Cultural Events including the overall Cultural Programme, Fibre Capability, Building Revival and Daisy Hill had all now been approved. The Sustainable Transport Mode, Construction Skills Village, Town Park, and Cultural Hub were still awaited, although it was noted that approval for the Cultural Hub may take a little longer to return. Ms Illingworth informed the Board that good progress was being made, with payments now being received.

The Board were made aware that the Urban Realm (Town Park) and Sustainable Transport Mode had a project adjustment request due to the outputs changing.

The Board discussed the difficulties relating to the location of the Construction Skills Village. Although Dewsbury Riverside and Chidswell were two locations being considered, other sites were actively being sought. The Board noted that Dewsbury Riverside was just outside the boundary of Dewsbury, however the government had not expressed any concerns relating to the location if the Board was made aware.

Joanne Bartholomew, Service Director for Development explained that suggestions for site locations would be welcomed from the Board but that the longevity of the site was important with two to three years being required. The drop-down centre would also need to be placed on site ahead of construction at a time when apprentices could have meaningful opportunity.

The Board was advised that there was some urgency to the project, as the money for the Construction Skills Village had to be spent within a certain timeframe, and therefore the site would need to be ready to begin. The Board discussed whether representation could be made to the government as to whether adjustments in the timeframe would be allowed.

It was noted that Mark Eastwood (MP) objected to the Construction Skills Village being located in Batley.

RESOLVED

- 1) That the Business Case Update be noted.
- 2) That suggestions for sites for the Construction Skills Village be communicated to Joanne Bartholomew.
- 3) That officers give consideration to discussing the timeframe with the government.

6 Dewsbury Town Investment Plan Project Overview Updates - Risk and Issues Log 4:50pm - 5:50pm

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The Board received the Dewsbury Town Investment Plan Project overview updates.

The Board was advised that the risk registers that appeared in the updates would be the approach taken for further updates being brought to future meetings. Included within the updates were key milestone trackers and the aim was to work towards keeping the trackers throughout all the projects.

In relation to Dewsbury Market, the RAG ratings showed some challenges, and it was noted that some substantial changes would need to be made to the original plans. Ms Bartholomew informed the Board that there was both a cost and programme risk. The Board was advised that construction inflation was between 10 and 30 percent with fewer construction companies now tendering for work.

Ms Bartholomew explained that it was important to keep the integrity of the scheme, but that further work needed to be undertaken to see what was deliverable within the budget package. Initially, officers would be looking at the costs, Ms Bartholomew confirmed that all necessary permissions were being sought now, so that once a deliverable Market was agreed, work could commence without delay.

The Board was advised that the market traders understood the need to compromise on some aspects of the vision, but they were keen that the decant only took place once the work could commence.

The Board voiced some concerns in relation to the imminent change of leadership in the government, and whether any changes would be made to the funding already allocated. However, Mr Eastwood (MP) informed the Board that he would continue to work with The Department for Levelling Up, Housing and Communities (DLUHC), to emphasise the need for the investment to remain in place.

Regarding The Arcade, the Board noted that a recent recruitment exercise was well attended. Although the update indicated that The Arcade management was highlighted as a risk it was noted that the risk actually was around ensuring the continued successful management of The Arcade.

Ms Bartholomew explained that in relation to the Town Park, consultation responses were important from both the public, and Board Members to ensure voices are heard in relation to how the play areas could be used.

The Board discussed the update in relation to the Creative Hub, in which match funding from Brigantia was awaited. £1.68m had been committed by the Town Investment Programme but it was noted that limited progress had been made to date on the matched funding arrangements. This was a high-risk project as it was the only one not entirely funded by the Town Fund.

The Board noted that once Brigantia had secured funding, grant agreements would be signed that required milestones and checks at regular agreed intervals.

The Board was advised that there was also a risk regarding the affordability of the Phase 1 element, The Library. A full condition survey would need to be carried out to gain an understanding of costs required for the project. It was noted that an

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adjoining plot of land to The Library may be available, with a suggestion that match funding might also be an option depending on the proposal.

RESOLVED –

- 1) That the project overview updates be noted.
- 2) That further updates be brought to future meetings of the Board

7 Update on the Communication Strategy 5:50pm - 6:40pm

Gemma Birbeck and Martin Shaw attended the Board meeting to give a presentation relating to the production of a Communication Strategy. The presentation gave an overview of the evidence gathered by Loaded PR and outlined recommendations for the Boards consideration.

Ms Birbeck outlined the importance of brand identity and ensuring continuity and clarity of communication. Ms Birbeck outlined several ways in which Loaded PR could promote the work of the Dewsbury Town Board and ensure engagement with all sections of the population.

The Board noted that no costs for the communication strategy were contained within the presentation, as there needed to be an understanding about what would be achievable with the financial package available. The Board would need to make decisions regarding next steps and discussions took place around several possible options which could be more quickly introduced.

RESOLVED –

- 1) That Gemma Birbeck and Martin Shaw be thanked for their presentation.
- 2) That the Communication Strategy and options be considered at the next meeting of the Board.

8 Chairs Update 6:40pm - 6:50pm

The Chair advised the Board that a change to the Terms of Reference would be considered at the next meeting of the Board. The proposed changes would be discussed with Board Members individually over the next couple of weeks.

9 Any Other Business 6:50pm to close

The Board raised the issue of the UK Prosperity Fund. Ms Bartholomew explained that officers were aware of the fund, and that some scopes of the projects may benefit from the fund. Ms Bartholomew advised that more information would be brought to the September meeting to give some clarity around the fund.

10 Date of Next Meeting

The next meetings of the Board will take place at 4:30pm on: -

22 September 2022

3 November 2022

15 December 2022

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