

SCARBOROUGH TOWN DEAL BOARD

DATE: TUESDAY 12th SEPTEMBER 2023

TIME: 10:00AM – 12:00PM

VENUE: SCARBOROUGH CRICKET CLUB

AGENDA PACK

1. APOLOGIES
 - Richard Flinton, NYC
 - Robert Goodwill, MP
 - Rosie Du Rose, Beyond Housing
2. DECLARATIONS OF INTEREST
3. DEPUTY CHAIR POSITION
4. MINUTES OF LAST MEETING (ATTACHED) AND MATTERS ARISING
5. REGISTER OF INTEREST FORM – DAVID KERFOOT
6. SCARBOROUGH CRICKET CLUB BENEFIT REALISATION FORM – KERRY LEVITT
7. SCARBOROUGH FAIR – JULIAN CADDY
8. SCARBOROUGH CYCLING AND WALKING (CINDER TRACK) – MICHAEL REYNOLDS
9. WILDEYE – CAROLINE HILL
10. FABLAB – DAN FISHER
11. SCARBOROUGH HARBOUR WEST PIER – HELEN JACKSON
12. COMMUNICATIONS UPDATE – HELEN KNISIS
13. A.O.B
14. DATE OF NEXT MEETING
 - 1st December 2023

SCARBOROUGH TOWN DEAL BOARD

WEDNESDAY 7th JUNE 2023

10:00AM @ COVENTRY UNIVERSITY SCARBOROUGH

DRAFT MINUTES

IN ATTENDANCE:

Chair David Kerfoot CBE DL DK Kerfoot CS	Cllr Derek Bastiman DB NYC
Nic Harne NH NYC	Rudi Barman RB
Caroline Routh CR Stephen Joseph Theatre	James Goodall JG
Alex Richards AR NYC	Richard Flinton RF NYC
Steve Bromham SB Save9	Sam Pollard SP DLUHC
Helen Jackson HJ NYC	Kerry Levitt KLV NYC
Clare Harrigan CH Beyond Housing	Helen Knisis HK NYC
Carol Rehill CRe NYC	Ellis Cooper EC Minutes NYC

SUMMARY OF ACTIONS

- Circulate the consultation web link for West Pier when live.

1. APOLOGIES

- Richard Grunwell, Scarborough Ambassadors
- Helen Dowds, UTC
- James Farrar, YNY LEP
- Robert Goodwill, MP
- Dave Caulfield, NYC
- David Stone, CAVCA
- Jenn Crowther, Yorkshire in Business

2. DECLARATIONS OF INTEREST

2.1. No declarations of interest.

3. MINUTES OF LAST MEETING (ATTACHED) AND MATTERS ARISING

3.1. Minutes of the meeting held on 19th April agreed as a true record.

3.2. Introductions of Cllr Derek Bastiman who is now the NYC elected member representative on the board and Helen Knisis officer of NYC who would be providing dedicated comms support to the Scarborough and Whitby Town deal programmes.

4. REGISTER OF INTEREST – DAVID KERFOOT

4.1. DK reminded board members that Register of Interest forms need to be returned.

5. UPDATE OF TERMS OF REFERENCE – CAROL REHILL

5.1. CRe informed the board that the terms of reference and code of conduct for the board have been updated due to local government reorganisation (LGR).

5.2. DK proposed changes to the wording of section 3.4 'time to time' as the chair is regularly updated. DK also proposed change to section 7.4 to state the chair has power to take the meeting into camera when needed. **The changes were agreed.**

5.3. CH queried if there was any other reason than LGR why the terms of reference were being updated. CRe confirmed that it is due to this but they can be updated when necessary.

6. SCARBOROUGH CRICKET CLUB –KERRY LEVITT

6.1. KLV provided an update on the Scarborough Cricket Club project, showing the new seating and an update on the internal work. KLV also stated that options for match funding are being explored to fund other aspects of the project.

6.2. SP confirmed that the Project Adjustment Request form was sent for approval and should have the outcome soon.

7. GREEN CONSTRUCTION SKILLS VILLAGE BENEFIT REALISATION Report - circulated prior to the meeting

7.1. DK stated that the Green Construction Skills Village is a positive start for the Scarborough Town Deal programme.

7.2. NH and DB offered support for the project and believe it is something that should be replicated across North Yorkshire.

7.3. CH queried how other Town Deal boards are reporting their outputs on the completion of projects. SP confirmed that he can look into other Town Deals and get examples of best practice to be shared.

7.4. HJ confirms that the benefit realisation form is a Scarborough Borough Council procedure. As the governance is worked out in North Yorkshire Council this may change.

7.5. HJ confirmed there will be ongoing monitoring of the project.

8. SCARBOROUGH WEST PIER

8.1. DK reported on the correspondence he has received, and shared with the board, surrounding the West Pier project. DK also informed the board that he along with Alex Richards, Richard Flinton and Paul Thompson met with those who sent the correspondence prior to the board meeting, on 6th June 2023.

8.2. DK stated that the key issues highlighted:

- Establishment of a new harbour user group.
- Development of a lobster hatchery.
- Proposed chilling facilities were not considered suitable.
- No boat lift included in the plans.
- Building 1 and kiosks – toilets and restaurant was challenged on basis of flood risk and overtopping issues.
- Challenge of flooding impacting on bathing water quality
- Storage of pots and catching gear had not been considered properly

8.2.1. RF confirmed that the opportunity for a boat lift is recognised but would be considered in the context of the wider harbour and is not a part of this scheme.

8.2.2. In relation to mitigating the impact of the flood risk the board queried what investigation are going to happen to reduce the risk. HJ confirmed that the EA accepted the mitigations proposed in the scheme:

- Ground levels will be raised.
- Improved drainage.
- A protective wall will be installed on the floor of building one and floor protection will be installed in the doors.
- Flood resistant materials to be used at ground floor level.
- All electrical equipment to be raised in all buildings.
- Solid concrete flooring or tiling to be used.

8.2.3. RF confirmed the following points were also raised:

- Ease and cost of the relocation for the fishing industry to relocate into building 3
- Proposals to keep the toilets in the current location and use the upper floor for the restaurant.
- To keep kiosks in their current location.
- Encompass Fishing Heritage features within the designs.
- To maximise parking but ensure it is safe.

8.3. RB stated an overall harbour investment plan to address wider harbour issues would be welcome by many of the users of the harbour.

8.4. CH believed that the meeting was a positive step in addressing some of the concerns being raised by some stakeholders and was pleased that further work would be done to investigate all of the points raised. CH asked if the legal challenge was still live? DK and RF believed it was still prevalent. CRe states that there doesn't feel a need for lawyers to meet at this stage.

8.5. HJ confirmed that designers are looking at parking to try and achieve circa 90 spaces in a safe manner. Parking on this area falls under Harbour Safety legislation and is not a highways issue. JG states that appropriate parking is integral to the success of the scheme.

8.6. DK raised the issue of lobster pot storage. HJ confirmed that a management plan is being developed by the harbour master to manage this going forward, including removal of discarded equipment and pots and the use of fleet registration codes for the fishing industry to identify pots and equipment around the harbour.

8.7. NH queried the speed in which the issues can be addressed and to still be on track for the submission of planning application.

8.7.1. AR outlined where the project is currently. With an aim for planning in mid-July and including a pre application consultation period of at least 3 weeks. Combined with exploring issues identified this date seems unachievable and more likely to be end of July and start on site in the winter.

8.7.2. HJ confirmed that the consultants put in extra float for planning to minimise impact. HJ also states that the tenants on the pier are keen to have majority of the work done out of season, this causes timing to be tight.

8.7.3. HJ confirmed tenant notices still need to be issued.

8.7.4. CRe stated that a six week judicial review period should be built in to the programme following planning.

8.8. RF stated that the new Harbour User group needs to reflect the range of harbour users and stakeholders to look at identifying and addressing future investment priorities and issues in relation to the port. The need for stakeholders to disseminate this information is also vital to their respective groups.

9. SCARBOROUGH HARBOUR WEST PIER – CORRESPONDENCE

9.1. DK then went through all the correspondence sent to him in full taking comment from the board. **All correspondence had been previously circulated to the Board.**

9.2. 30th March – Bob Roberts – correspondence surrounding revenue generation and a lack of heritage.

9.2.1. RF reiterates the point about the need to address heritage features and believes more can be done. HJ confirms that is being looked at. CH states Beyond Housing may be able to help in terms of funding.

9.2.2. NH confirms that opportunity within the offshore renewable energy sector is being looked at as an part of the economic strategy for North Yorkshire Council.

9.3. 7th April –Steven Ayckbourn – Lack of consultation

9.3.1. RB queries if any resident consultation has been done. HJ confirmed not for this stage of the project, but it was done as a part of the initial Vision for the Town Investment Plan and Scarborough Blueprint. During the pre-planning stage there will be further resident consultation.

9.4. Fred Normandale – Port deterioration, removal of fishermen, misuse of harbour funds and reversal of plans.

9.4.1. RF felt that many of the concerns relating to fishing infrastructure in particular had been discussed at the meeting on the 6th June. RB confirms that there remains concern from Mr Normandale about the introduction of a restaurant at the end of the pier particularly on respect of the overall erosion of space for fishing activity..

9.4.2. NH stated the creation of a charter for the Harbour may be useful to outline the Councils intent to support the industry.

- 9.4.3.** JG asked if the leases for the buildings used by fishermen can be looked at to protect their interests. CRe confirmed they're already strongly protected under current legislation.
- 9.4.4.** HJ confirmed the heads of terms are already drafted and tenants aware of what's happening.
- 9.4.5.** NH stated there needs to be a focus on outward communication of what's happening.
- 9.5.** Emails from James Corrigan – Consultation, Hemmingway meeting from 2019.
- 9.5.1.** DK states that there is a need to revisit the vision to address the point.
- 9.6.** Steven Acykbourn – Water quality
- 9.6.1.** AR confirms that the scheme as envisaged should help to improve water quality as improvements to the surface and foul water handling as well as to the buildings and infrastructure were all included within the scheme design. Along with the proposed flood risk mitigation should reduce contamination.
- 9.7.** CH queried if a facts and answers page can be created. HJ confirms that has been done previously but will need updating
- 9.8.** DK raised the issue of how Town Deal members can be contacted by the public. AR confirms the board can be contacted through the regeneration.sca@northyorks.gov.uk and that is considered acceptable and appropriate and in accordance with Town Deal Governance protocols. SP confirms that there is no requirement nor expectation from the Department of Levelling Up that individual contact details be available.
- 9.8.1.** DK stated that he had received 19 emails from James Corrigan on the 6th June relating to flooding and that he would acknowledge receipt post the meeting.
- 9.9.** 23rd May – Mr Davidson – David Kerfoot position as chair. DK left the room whilst this correspondence was discussed. RF chaired.
- 9.9.1.** The correspondence challenged DK's ability to chair the meeting effectively due to not being a resident of Scarborough and the brevity of his previous responses to external emails.
- 9.9.2.** The Board sounded their unanimous support for DK as chair. Stating that his previous and current experience and position representing the whole of North Yorkshire were of great value to the board.

9.9.3. RF raised the issue of previous email replies. RB states that issue was very early on in the correspondence and is now on course to being resolved

9.9.4. SP confirmed that Scarborough Town Board complies with the governance requirements and recommendations stated in the Towns Fund Prospectus and the Further Guidance documents, issued by the Department for Levelling Up, Housing and Communities (DLUHC). DLUHC undertakes annual checks of Town Deal Board governance arrangements to ensure continued compliance with these requirements. Any concerns regarding the Town Board or the Town Deal programme should be raised by contacting the Local Authority, including through the whistleblowing policy. The Local Authority has a duty to investigate and share findings with Board members who can then respond appropriately as detailed in the Town Board Terms of Reference and Code of Conduct.

9.9.5. The board unanimously support DK as chair.

9.9.6. It was also stated that if any board member doesn't feel comfortable in speaking out during the meeting they can use the whistle blowing policy to express their opinion in confidence.

9.9.7. DK re-entered the room and re assumed the position of chair.

9.10. JG stated that consultation seems to be a key issue raised, however it seems that due to bullying and harassment some people have become unconsultable.

10. SCARBOROUGH WEST PIER CONSULTATION STRATEGY – HELEN JACKSON.

10.1. HJ presented the proposed pre planning consultation plan to the board, feedback from the board was received and noted

11. TOWNS FUND PROGRAMME UPDATE – HELEN JACKSON

11.1. HJ presented a programme update on all towns fund projects to the board.

12. COMMUNICATIONS – HELEN KNISIS

12.1. HK provided an update on the communication plan for the Scarborough Town Deal.

12.2. DK asked for more promotion of the Wildeye project.

13. A.O.B

13.1. DK informed the board that he is attending the Towns Fund conference in Manchester later this month.

13.2. DK also updated the board that he has met with Barry Harland, Whitby Town Deal chair and is looking to collaborate further with Barry.

14. DATE OF NEXT MEETING

- **12th September 2023**
- **1st December 2023**

DRAFT