

# WHITBY TOWN DEAL BOARD

MONDAY 19<sup>th</sup> JUNE 2023

1:30PM @ WHITBY COLISEUM

## DRAFT MINUTES

### IN ATTENDANCE:

Chair Barry Harland <b>BH</b> Whitby Seafoods	Cllr Derek Bastiman <b>DB</b> NYC
Matt Parsons <b>MP</b> Anglo American	Helen Jackson <b>HJ</b> NYC
Paul Fellows <b>PF</b> NYMNPA	Liz Small NYC
Cllr Linda Wild <b>LW</b> WTC	Sam Pollard <b>SP</b> DLHUC
Chris Burrows <b>CB</b> NYC	Kerry Levitt <b>KLV</b> NYC
Alex Richards <b>AR</b> NYC	Dan Fisher <b>DF</b> NYC
Nic Harne <b>NH</b> NYC	Ellis Cooper <b>EC</b> minutes NYC
James Farrar <b>JF</b> YNYLEP	

### SUMMARY OF ACTIONS

- **EC to circulate Register of interest form with the minutes.**
- **MP to create resume template to be circulated with nominees.**
- **EC to circulate Pannet Art Gallery update with the minutes.**
- **Board members to share contacts within their organisations to share communications.**

### 1. APOLOGIES

- RICHARD FLINTON, NYC
- ROSEMARY DUROSE, BEYOND HOUSING
- DAVE CAULFIELD, NYC
- ROBERT GOODWILL, MP
- HELEN KNISIS, NYC
- MICHAEL KING, WTC

- SANDRA TURNER

## **2. DECLARATION OF INTEREST**

**2.1.** LW declared she was the secretary for the Lobster Hatchery.

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

**3.1.** Minutes of the meeting held on the 29<sup>th</sup> March agreed as a true record.

**3.2.** BH asked for the Register of Interest form to be circulated again.

## **4. UPDATED TERMS OF REFERENCE AND CODE OF CONDUCT.**

**4.1.** BH provided an update to the board provided by Carol Rehill. Explaining that the terms of reference and code of conduct have been updated due to local government reorganisation.

**4.2.** The board accepted the update to the terms of reference and code of conduct.

## **5. BOARD MEMBERSHIP – BARRY HARLAND**

**5.1.** BH presented 4 nominees to the board. The board accept the nominations and request that a resume be provided by those wishing to be on the board.

## **6. EASTSIDE COMMUNITY CENTRE BENEFIT REALISATION – HELEN JACKSON**

**6.1.** HJ presented the Benefit Realisation Form for the Eastside Community Centre. This is completed a the end of the project.

**6.2.** JF praised the work done by the Eastside Community Centre and stated that it's important for the project to be publicised well. Further to this JF states that it is also important for North Yorkshire Council to learn from this process for future funding opportunities.

## **7. WHITBY MARITIME TRAINING HUB – ALEX RICHARDS**

**7.1.** AR provided an update to the board on both the Design and Build aspect and Operator Model/Tenants for the building.

- Design and Build – Willmott Dixon have submitted the RIBA Stage 2 report and are currently in consultation with Historic England and the Environment Agency. Wider stakeholder consultation will take place.
- Operator Model/Tenants – there is a firm interest in the market for tenants for the building and financial work is being carried out around viability for the project in terms of rent etc. The project is paused while this work is being carried out.

**7.2.** LW queried if NYC are now the accountable body for the Towns Fund monies now due to Local Government Reorganisation. HJ confirmed it is.

**7.3.** JF stated his confidence in the Design and Build work however queries the risk around potential Operators and Tenants. AR confirmed that the building will not be built unless a viable operator is secured.

**7.4.** NH states that if permitted development is the route taken with the project stakeholder engagement and consultation should not be overlooked. MP supports this.

**7.5.** LS queries the Environmental Agency restrictions on the Maritime Training Hub. AR confirmed they need to be maritime uses for the building.

**7.6.** JF asked if there was someone who runs a training centre/hub on the steering group for the project. CB confirmed that there is a skills and enterprise representative but nothing direct.

## **8. BROOMFIELDS FARM ZERO CARBON LIVING – HELEN JACKSON/KERRY LEVITT**

**8.1.** HJ provided an update of the current status of the project. There is a general acknowledgement that there is a need for affordable homes in Whitby. Three options are to be explored:

- Wait for October 2023 to see if Keyland can commit to completing the project.
- Take the money back from the project and redistribute it to existing projects for enhanced sustainability measures.
- NYC look at alternative ways of project delivery.

**8.2.** The board agreed that alternative measures need to be looked at before a final decision on the project can be made.

## **9. PANNET ART GALLERY CONCEPT DESIGN AND BUSINESS CASE**

**9.1.** KLV shared a brief update with the board provided by Michael King.

## **10. PROGRAMME OVERVIEW – DANIEL FISHER**

**10.1.** DF provided a programme update to the board.

**10.2.** JF queried the financial risk for projects and if a paper to show what can be done with the Towns Fund money if projects fail can be issued.

**10.3.** PF queried the Whitby Old Town Hall project's need for two planning applications. KLV confirmed it was due to the Historic England objection towards the glazing. With two applications the rest of the work can be carried out and not impact the programme.

**10.4.** PF updated the board that biodiversity net gain will be mandatory for projects moving on from November 2023.

**10.5.** BH queried why Local Government Reorganisation is set at an amber risk. HJ confirmed that there has been impact due to new processes and decision making.

## **11. COMMUNICATIONS UPDATE**

**11.1.** HJ updated the board on the communication plan for the Town Deal Boards on behalf of Helen Knisis. HJ encouraged board members to share any communications via own channels.

**11.2.** JF suggested that more promotion of the Whitby Wayfinding project would be beneficial with summer on the way.

**11.3.** BH queried the gaps on the communications plan for Whitby. HJ confirmed that the plan was for project milestones but additional communications for the projects can be included when needed and projects and Board members are encouraged to share these via EC.

**11.4.** BH queried the pop up shop that has been mentioned previously. AR confirmed that there was a struggle to find a unit but will re-engage.

**12. A.O.B**

**12.1.** No any other business.

**13. DATE OF NEXT MEETING**

- 21st SEPTEMBER 2023, 2:00PM-4:00PM
- 4th DECEMBER 2023, 2:00PM-4:00PM
- 18th MARCH 2024, 2:00PM-4:00PM