

Public Document Pack



**North East
Derbyshire**
District Council

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Date: Wednesday, 5 January 2022

To: **All Members of the Clay Cross Town Deal Board**

You are invited to attend the next meeting of the Clay Cross Town Deal Board to be held on **Friday, 14 January 2022 at 9.00 am by Zoom Meeting Platform**. Access credentials to the meeting will be sent to you separately.

Yours sincerely

A handwritten signature in cursive script that reads "Sarah Steuberg".

Assistant Director of Governance and Monitoring Officer

A G E N D A

1 Apologies for Absence

2 Declarations of Interest

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

3 Minutes of Last Meeting (Pages 3 - 7)

To approve as a correct record and the Chair to sign the Minutes of the Clay Cross Town Board held on 5 November 2021.

4 Working Groups Update - Including Key Issues and Risks (Pages 8 - 17)

Working Group Chairs/Amion to deliver verbally

5 Outline of Sharley Park Leisure Centre Business Case

Update/Presentation – Matt Broughton, Director of Transformation

6 Programme Update (Pages 18 - 33)

7 Assurance and Approval Process (Pages 34 - 37)

Karl Apps - Assistant Director Economic Development, Regeneration and Housing Delivery

8 Communications/Engagement Update

Verbal Update - Karl Apps – Assistant Director Economic Development, Regeneration and Housing Delivery

9 Any Other Business

10 Exclusion of Public

The Chair to move:-

That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Paragraph 3, Part 1 of Schedule 12A to the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006).

11 Early Release Funding (Pages 38 - 57)

Karl Apps - Assistant Director Economic Development, Regeneration and Housing Delivery

12 Tender Briefs (Pages 58 - 68)

Karl Apps - Assistant Director Economic Development, Regeneration and Housing Delivery

We speak your language

Polish
Mówimy Twoim językiem

Romanian
Vorbim limba dumneavoastră

Urdu
ہم آپ کی زبان بولتے ہیں

Chinese
我们会说你的语言

North East Derbyshire District Council

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Video Interpreter

CLAY CROSS TOWN DEAL BOARD

MINUTES OF MEETING HELD ON FRIDAY, 5 NOVEMBER 2021

Present:

Gary Golden (Chair) (in the Chair)
Councillor Carolyn Renwick (Vice-Chair)

Peter Alford	- Amion Consulting
Councillor Nigel Barker	- NEDDC
Gill Callingham	- Director of Growth & Economic Development
Marie Cooper	- Cooper Brown Enterprises
Councillor Charlotte Cupit	- Deputy Leader NEDDC
Councillor Alex Dale	- Leader NEDDC
Peter Dewhurst	- Derby University
Tom Goshawk	- D2N2 LEP
Andy James	- Sport England
Councillor Jeremy Kenyon	- NEDDC
Andrew King	- Treasurer – CX Town Centre Group
David Malone	- Chesterfield College
Councillor Geoff Morley	- NEDDC
Lee Rowley	- MP NED
Angela Stansfield	- ND DWP
Tony Walker	- Walker Hire

Also Present:

Jenny Adams	- Arup
Karl Apps	- Assistant Director Economic Development, Regeneration & Housing Growth
Wayne Butcher	- Grant Thornton
Jayne Dethick	- Head of Finance & Resources
Aaron Gibson	- DCC
Joe Gregory	- Grant Thornton
Bryan Harrison	- Senior Regeneration Officer and Urban Design
Melanie Phythian	- Department of Business, Energy & Industry
Graham Russel	- Amion Consulting
Meth Sivasithamparam	- Grant Thornton
Jane Weston	- Employment & Skills Officer
Allison Westray-Chapman	- DCC
Asher Bond	- Governance Officer

CXT Apologies for Absence

B/33/

21- Apologies were received from Joe Battye, Philip Webb, Lee Hickin and Cllr
22 Tony King.

Cllr Aaron Gibson attended as a substitute for Cllr Tony King.

CXT **Declarations of Interest**
B/34/

21- Members were requested to declare the existence and nature of any
22 disclosable pecuniary interest and/or other interest, not already on their
register of interests, in any item on the agenda and withdraw from the meeting
at the appropriate time.

There were no declarations of interest at this meeting.

CXT **Minutes of Last Meeting**
B/35/

21- It was noted that Allison Westray-Chapman had attended the previous
22 meeting and the Minutes would be amended to reflect this.

RESOLVED – That the Minutes of the Clay Cross Town Deal Board held on
24 September be noted by the Chair, subject to the above amendments.

CXT **Change of Order of the Agenda**
B/36/

21- RESOLVED – It was agreed by the Chair of the Board that the order of the
22 agenda be changed, and that the Procurement item would be considered first.

CXT **Procurement**
B/37/

21- Wayne Butcher of Grant Thornton UK LLP delivered a presentation on
22 procurement. This focussed on commercial strategy and approaches that
could be taken in delivery of the proposed interventions.

The presentation outlined procurement measures such as; direct appointment;
open procedure; restricted procedure; competitive dialogue and competitive
procedures with negotiations. It also outlined the general principles of
procurement, these included achieving value for money and ensuring integrity,
fairness and transparency, amongst others.

Board also heard of the importance of ensuring that there is transparency in
the delivery process. It was important to include a clear set of consistent
tender documents and an Audit trail. This would ensure that any decisions
made could be explained.

Members discussed the presentation and how to handle inflation provision
over the coming years. They heard that it was best practice to hold
discussions over inflation at the market testing phase. Members also heard
that Grant Thornton would be able to review any Subsidiary Control Pieces.

Board was made aware that the Towns Fund Delivery Partner were preparing
a document on inflation that would be released shortly.

CXT **Key Risks and Issues**
B/38/

21- The Director of Growth & Economic Development drew the Board's attention
22 to progress being made during the business case preparation phase,

including emerging issues and steps being taken to mitigate the risk of delay, towards finalising the Business Case Summary for submission to the Department by March 2022.

Board heard that the delays in undertaking transport surveys and finalising the updated transport model were impacting progress across the Market Street, Bridge Street and Clay Cross Connections projects. The risk of delay had been escalated to Derbyshire County Council (DCC).

RESOLVED –

1. That the CCTDB noted the contents of the report.
2. That the Board endorsed the measures for minimising programme delays and completing the required business cases for the projects identified in the Clay Cross Town Investment Plan.

CXT Creative Hub

**B/39/
21-
22**

Town Deal Board received an update on the Creative Hub project.

There were three buildings under consideration for the Creative Hub. Derbyshire County Council owned the Constabulary Building and the DACES building. The Methodist Church was in private ownership. Members heard that the Constabulary Building had been independently valued by Derbyshire County Council (DCC) and the District Council. The DACES building and the Methodist Church would be valued at the next stage.

Members heard that First Art would not be able to manage the building(s) as their status as a relatively new organisation meant that they were unable to commit at this stage to being the owner/operator of the Hub.

A short consultation exercise was undertaken at the recent community arts event held in the town centre by Junction Arts from 23rd to 25th September 2021. This showed an increase in footfall based around the art project that peaked on Saturday 25th September.

An online survey would be created, aimed at creative businesses, organisations and artists in order to understand their needs and requirements.

The Project had been determined as a priority three for early release funding, with the following elements being considered: operational business plan support, land purchase, design work, and events strategy.

RESOLVED – That the Board noted the progress to date.

CXT Low Carbon Report

**B/40/
21-
22**

Board received an update on the link between the Energy Network Strategy and the low carbon housing and commercial space projects.

Members heard that the Low Carbon Working Group had drafted the

procurement brief for external specialists to develop the Low Carbon Energy Network Strategy. The Low Carbon Energy Network Strategy was likely to take around six months to be completed but this would still be in advance of the housing and/or workspace being delivered. Therefore, the strategy would still be able to inform and influence the final design of properties and premises being developed.

The Low Carbon Working Group had suggested that the business case for the low carbon housing and low carbon working space should be developed alongside the Energy Network Strategy. This would mean that one is not dependant on the other and the housing and working space projects would be more likely to be delivered within the time frame of the Towns' Fund.

Town Deal Board discussed the Low Carbon Report and highlighted the importance of working alongside DCC and the regional strategy. Members' attention was drawn to the DCC Green Entrepreneurs fund and heard that DCC had formally adopted a climate strategy in October.

RESOLVED –

1. That the CCTDB noted the contents of the report.
2. That the CCTDB approved the recommendation to progress the Energy Network Strategy in parallel with the development of the business cases for low carbon housing and commercial space projects.

CXT Any Other Business

B/41/

21-22 The Assistant Director Economic Development, Regeneration & Housing Growth provided Town Deal Board with an update on the former junior school and the former snooker club on Broadleys.

Members heard that the demolition of the former junior school had been delayed as an updated programme from DCC was required. The former snooker club was also delayed due to an issue with one of the former owners.

CXT Exclusion of Public

B/42/

21-22 **RESOLVED** – That the public be excluded from the meeting during the discussion of the following item of business to avoid the disclosure to them of exempt information as defined in Paragraph 3, Part 1 of Schedule 12A to the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006).

CXT Early Release Funding Update

B/43/

21-22 Town Deal Board received an update on the anticipated costs of the priorities it had agreed at its meeting on 24th September and sought approval to delegate to the Director of Growth, Chair and Vice Chair authority to procure those services/studies in line with the anticipated costs envelope identified.

RESOLVED –

1. That the CCTDB noted the contents of the report.
2. That the CCTDB delegates to the Director of Growth, Chair and Vice Chair the spend of the early release fund, only up to a threshold of £25,000. Larger sums must be ratified through the Board. Ratification could be via email and Board Members would have five working days to respond. If no response was received, it would be deemed as approval.

North East Derbyshire District Council

Clay Cross Town Deal Board (CCTDB)

14 January 2022

Key Risks and Issues

Report of the Director for Growth

Classification: This report is public

Report By: Maria Curran, Interim Project Manager

Contact Officer: Maria Curran

PURPOSE / SUMMARY

To draw the Board's attention to emerging issues and risks as well as providing an update on the progress being in developing projects during the business case preparation phase.

RECOMMENDATIONS

1. That the CCTDB notes the contents of the report.
2. That the Board endorses the measures for minimising programme delays and completing the required business cases for the projects identified in the Clay Cross Town Investment Plan.

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 As part of the route to securing funding, project development and business case completion and assurance at the local level, were expected to be successfully concluded within 12 months of the Heads of Terms agreement. That date was to be March 2022
- 1.2 Subsequently, it has been confirmed that flexibility over the submission date is possible. However the deadline for spending Town Deal funding has not changed and remains March 2026 (the end of financial year 2025/26). Accordingly any decision to extend the deadline for submitting business cases should take into account this longstop date and the ability to deliver the project(s) and spend funding within the compressed timeframe.

- 1.3 The current report provides progress updates on individual projects as part of the Board's oversight function and highlights issues and risks that could impact concluding the business cases.

2. Details of Proposal or Information

- 2.1 Advances are being made across most projects - progress summaries of the projects are provided in Appendix 1.
Technical workshops and Working Group discussions have enabled design options for several projects to be refined. The strategic approach to the Connections project (including the principle of opening the Bridge Street link) has been established but further work to better understand and mitigate the impact on public transport is needed. An early concept design for Sharley Park Leisure Centre, which delivers all the key elements of the scheme within the budget envelope, has been prepared and the business plan is being concluded.
- 2.2 However the Bridge Street site is proving more challenging as both leisure and private retirement living options have not attracted investment interest. An opportunity is being explored to align the future development of the site with the strategic objectives of the skills & training and low carbon workstreams. This will require the Working Groups to collaborate in scoping options, with the Town Centre Working Group taking the lead in bringing forward recommendation(s) to Board for the site. To maintain the current programme for the business case, this needs to be completed by mid-February.
- 2.3 The timing of housing delivery in the town centre has been raised as a concern by more than one Working Group. Potential delays with the Low Carbon Homes Market Street project are expected with rising costs for materials and construction a concern. The Broadleys site is also awaiting information from the Council's JV partner. Accordingly the Board is asked to provide clarity on programme expectations for the delivery of housing including low carbon homes.
- 2.4 The Rail Feasibility Study continues to be delayed as the Working Group discusses procurement of a supplier. Originally anticipated as an 'early win' project, the group does not see it as such, voicing confidence over cost as a greater priority than speed.
Funding to undertake the study is dependent on the approval of the Strategic Assessment, which in turn cannot be finalised until a tender proposal and fee has been approved. To maintain the current programme for the business case, a procurement route recommendation from the Working Group is required at the start of February. Consequently the Board is recommended to charge the Working Group to provide a recommendation in that timeframe or

if that is not considered possible, the Board is asked to confirm an alternative deadline, noting the programme and funding implications.

- 2.5 Productive discussions are taking place with DCC about the Skills and Enterprise Hub including agreement for greater collaborative working across projects. It should be noted that the use of the DACES building and other proposed activities are not on DCC's capital programme nor planned as part of service enhancements. Therefore an understanding of anticipated costs and funding budgets is needed.
- 2.6 Similarly design progress is being made on the Creative Hub following a Working Group site visit and subsequent options analysis and discussion. However future management arrangements, including identifying an operator are crucial for the business case. The separate early release funding report provides more detail but the Board is asked to charge the Working Group with scoping options by mid-February in order to maintain the current programme.
- 2.7 The business case team has spent significantly more time in meetings/discussions and undertaking extra tasks, meaning the tendered resourcing allowance is virtually depleted. This puts achieving RIBA Stage 2 Concepts for various projects at risk; further engagement with landowners and the investment market is unlikely to be sustained; and finishing business cases will need to be prioritised resulting in changes to working arrangements and general availability.
This represents a substantial risk to the programme and priorities and resourcing of the team will need to be agreed urgently.
- 2.8 At the time of writing, an update to the timescales for submitting the project summary documents is being prepared for BEIS as these will extend beyond March 2022 deadline (12 months of the Heads of Terms agreement). Changes to the Clay Cross agreed annual financial profile are anticipated and it has been advised that these will increasingly be viewed with a critical eye. Consequently every effort is needed to minimise delays to concluding the project development and business case preparation and assurance stages so that delays to submitting summary documents are minimised.

3 Reason for Recommendation

- 3.1 While good progress is being achieved on projects, a number of issues are at risk of impacting the conclusion of business cases and the submission of summary documents. The CCTB's attention is drawn to these issues and to ensure the mitigation is acceptable to the Board as part of its risk oversight function.

4 Alternative Options and Reasons for Rejection

4.1 There is no other option.

DOCUMENT INFORMATION

Appendix No	Title
Appendix 1	Project Progress Summaries

Clay Cross Progress Summary Report Market Street Regeneration

Project Description	Phase 1 of mixed use town centre regeneration delivering homes, commercial premises and a market square within an enhanced environment
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>A technical workshop in November and feedback from December's WG meeting are informing a revised masterplan design concept. The concept will form part of the public consultation material planned for late Jan/Feb, subject to Board approval.</p> <p>Dependency with Clay Cross Connections work and although delays have occurred, the projects are aligning for public engagement in the New Year.</p> <p>This timescale would enable the design to be 'fixed' for business plan purposes in February.</p> <p>Several additional studies have been identified as critical to the project business cases and the Board is being asked separately to approve these (see agenda item 11).</p> <p>Other risks and issues to note/ consider:</p> <ul style="list-style-type: none"> • design in terms of highways, the bus station and impact on public transport services; • land ownership and assembly; • securing demand (developer, occupier); • project costs and viability 	
Matters for the Clay Cross Town Deal Board	
Programme dependent on public consultation being undertaken in Jan to mid Feb – delaying consultation to Feb/March will delay the conclusion of the business plan. Board decisions on consultation and prioritised use of early release funding required.	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Bridge Street Regeneration

Project Description	Phase 2 of town centre regeneration, relocating bus station to support housing, leisure and commercial premises promoting enhanced connectivity.
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>As previously reported, soft market testing identified a lack of investment interest in leisure uses (primarily because of proximity to Chesterfield) and the concept of a wholly residential scheme was discounted by Working Group. An option for private retirement living has not generated interest from specialist providers.</p> <p>Other potential options being explored include: managed workspace but the level of demand needs to be ascertained as this use is being considered on other projects; and 'grow on' opportunities but that may be too premature at this time. There may an opportunity to align the future development of the site with the strategic objectives of the skills & training and low carbon workstreams.</p> <p>Other risks and issues to note/ consider:</p> <ul style="list-style-type: none"> • land ownership and assembly 	
Matters for the Clay Cross Town Deal Board	

To note difficulties and mitigation action; to charge the Working Group to scope options and bring forward recommendation(s) for the site before mid-February.

R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Clay Cross Connections

Project Description	A package of interventions aimed at improving traffic management and the public realm and promoting active transport options within Clay Cross.
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>December's WG received update on the proposed strategic approach to Connections, covering traffic management and demand management in Clay Cross. Traffic management is primarily based on introducing a 'smart' corridor along the A61 including measures to signals and provision of real-time information. Demand management measures would cover pedestrian routes, cycle network and a hub facility around the bus station.</p> <p>Spare capacity on the Harris Way roundabout provides the opportunity to open the Bridge Street link to Market Street.</p> <p>The impact of any proposed changes on buses and bus users will need careful consideration.</p> <p>As previously advised the Connections project will likely progress as a programme business case (with NEDDC as the accountable body) and include arrangements for the defrayal of funding as proposals are worked up for individual projects.</p> <p>Other risks and issues to note/ consider:</p> <ul style="list-style-type: none"> dependencies particularly the Market Street project; evidence base; project impact <p>Several additional studies have been identified as critical to the project business cases and the Board is asked separately to approve these (see agenda item 11).</p>	
Matters for the Clay Cross Town Deal Board	
<p>Programme dependent on public consultation being undertaken in Jan to mid Feb – delaying consultation to Feb/March will delay the conclusion of the business plan. Therefore Board decisions on consultation and prioritised use of early release funding are critical.</p>	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Clay Cross Creative

Project Description	Creative sector led community asset, repurposing historic buildings to create a focal point for enterprise, performance and activity within the town centre.
Date Of Report	14 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>The updates to the November Board meeting identified the issue around future management and identifying an operator for the Creative Hub. It has been proposed that part of the Early Release Funding is used to secure Operational Business Plan Support. This support is expected to provide a plan/strategy, based upon options analysis and best practice, for how the Creative Hub is best managed and operated, and by whom. It would address the key issue of the Hub's financial sustainability.</p> <p>Progress is being made on design following a Working Group site visit and subsequent options analysis and discussion. Initial designs are being created to prompt feedback and further discussion.</p> <p>An online survey of artists and creative organisations was issued through partners' contacts but has generated a limited response.</p> <p>Other risks and issues to note/ consider:</p> <ul style="list-style-type: none"> cost constraints 	
Matters for the Clay Cross Town Deal Board	
To note issue with identifying an operator and engagement; and to charge the Working Group to scope options for delivery and facility management and undertake soft market testing by mid-February.	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Skills and Enterprise Hub

Project Description	Shared platform for establishing an integrated skills and enterprise offer, based on collaborative working between public and private providers.
Date Of Report	19 October 2021
Progress Status (RAG)	GREEN
Progress by Exception	
<p>Design options are being drawn up to support with decisions around capacity. Productive discussions with DCC on-going in relation to potential services (including moving library services to the Hub) and capacity needs – acknowledged high degree of synergy between the planned functions.</p> <p>Other risks and issues to note:</p> <ul style="list-style-type: none"> partner agreement; site/building constraints; cost over-runs; unsuitable operator arrangements 	
Matters for the Clay Cross Town Deal Board	

None	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Sharley Park Active Community Hub

Project Description	A new modern activity hub providing access to sports and leisure facilities – within the centre and the adjoining park – alongside potential district heating potential.
Date Of Report	16 December 2021
Progress Status (RAG)	GREEN
Progress by Exception	
The design team have recently presented an early concept design, which is deliverable within the budget envelop whilst achieving all key element of the scheme. The business plan is being updated to reflect the concept design. Recent meetings have taken place with all funders and tenants who have all reaffirmed their commitment to the development.	
Matters for the Clay Cross Town Deal Board	
None	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Low Carbon Workspace

Project Description	Intervention to create exemplar developments as a pilot to implementing a strategy promoting net zero carbon.
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>A survey of Clay Cross businesses (excluding retail) has been commissioned to understand their future investment plans for decarbonising their work spaces. The feedback could potentially shape the approach taken by this Low Carbon project for example either through direct delivery of new workspace such as at the former Depot site or through a Fund that businesses could access to support the delivery of the low carbon workspace.</p> <p>Other risks and issues to note:</p> <ul style="list-style-type: none"> no clear business demand emerging from survey; no outputs identified 	
Matters for the Clay Cross Town Deal Board	
To receive an update from the Working Group on views from local companies on their energy efficiency position.	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat

Clay Cross Progress Summary Report Low Carbon Housing

Project Description	The delivery of new and highly sustainable housing to meet the needs of local communities while bringing derelict and underused land back into use.
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>The Board has decided to complete the business case for the Low Carbon Housing project in parallel with the development of the Low Carbon Energy Network Strategy. A planning application for the priority social housing site is due to be submitted shortly. The Registered Provider developer has been contacted to understand if the site has been impacted by the recent and significant cost inflation.</p> <p>The Broadleys site, which is also being considered for low carbon housing (and is an allocated housing site in the recently adopted Local Plan), is being reviewed by the Council's JV partner. To better understand the costs and benefits, several studies have been proposed using the Early Release Funding to provide greater information to inform the project: completing site investigations will help in understanding the constraints and opportunities on the site; valuation of land holdings will help pin down acquisition costs and provide sound basis for future negotiations; and a masterplan to help refine the design approach. Queries about the need for the latter proposal have been received.</p> <p>Other risks and issues to note:</p> <ul style="list-style-type: none"> • limited demand; • dependent on third party developer (Market St); 	
Matters for the Clay Cross Town Deal Board	
To provide clarity on programme expectations for the delivery of low carbon housing.	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Energy Network Strategy

Project Description	Development of a detailed strategy and route map to achieve local targets for net zero carbon underpinned by detailed baselining and feasibility.
Date Of Report	16 December 2021
Progress Status (RAG)	GREEN
Progress by Exception	
<p>The draft Energy Network Strategy brief has been signed off by the Low Carbon Working Group. NEDDC's procurement team has suggested the best, compliant route to market is through the SCAPE framework, which should be quicker and cheaper than a general, open invitation to tender. The brief and procurement route are a separate agenda item to the Town Deal Board, which seeks approval to proceed.</p> <p>Other risks and issues to note:</p>	

<ul style="list-style-type: none"> • satisfying assurance requirements; • supplier demand 	
Matters for the Clay Cross Town Deal Board	
To approve the Energy Network Strategy brief and procurement route as part of the Town Deal agenda	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

Clay Cross Progress Summary Report Rail Feasibility

Project Description	Commissioning detailed work to investigate the feasibility of re-installing a train station in / near Clay Cross
Date Of Report	16 December 2021
Progress Status (RAG)	AMBER
Progress by Exception	
<p>The draft final procurement brief is still awaiting approval from the Working Group.</p> <p>A short report outlining and analysing the options was sent to the WG electronically for members to indicate their preferred option for recommendation to the Board. The majority have not expressed a preference. However one preference is to undertake a mini-competition through an alternative framework or proceeding with an open tender route on the basis that confidence over cost is a greater priority than speed. The only other preference supported NEDDC's procurement team recommendation that the SCAPE framework is used to appoint Gleeds to undertake the study and create a Strategic Outline Business Case (SOBC) for the railway station.</p> <p>The Strategic Assessment, required by DLUHC to release Town Deal funding to undertake the study can only be completed once a fee proposal has been received after which it will come to the Board for approval. It is noted that the current programme expects the Strategic Assessment to be brought to the March Board for determination (see agenda item 6). This is dependent on having carried out an appropriate and compliant procurement process for commissioning the feasibility study.</p> <p>Other risks and issues to note:</p> <ul style="list-style-type: none"> • SOBC may show that rail station is not feasible 	
Matters for the Clay Cross Town Deal Board	
To note delay and implications for finalising the Strategic Assessment and to charge the Working Group with signing off and recommending a procurement route for Board approval at the start of February.	
R	Urgent Action - adverse impact possible/ likely without immediate action
A	Escalate Action to remove threat
G	Being managed within programme/budget

North East Derbyshire District Council

Clay Cross Town Deal Board (CCTDB)

14 January 2022

Programme Update for Town Deal Projects

Report of the Director for Growth

Classification: This report is public

Report By: Maria Curran, Interim Project Manager

Contact Officer: Maria Curran

PURPOSE / SUMMARY

The purpose of this report is to outline timescales for the preparation and approval of business cases for projects within the Clay Cross Town Deal. It sets out an updated target to bring all business cases to the Clay Cross Town Deal Board (CCTDB) by June 2022. Under the current assurance arrangements, business cases will need to be completed in March 2022.

RECOMMENDATIONS

1. That the CCTDB notes the contents of the report, the proposed programme and implications of not achieving the key approval dates.
2. That the CCTDB agrees to arrange a Board meeting in June 2022 to consider the locally assured business cases prior to the submission of summary documents to DLUHC.
2. That the Board endorses this programme and charges the Working Groups with bringing the business cases to the identified Board meetings for approval.

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 As part of the route to securing funding, project development and business case completion and assurance at the local level, were expected to be successfully concluded within 12 months of the Heads of Terms agreement. That submission date was originally envisaged to be March 2022 and the Issues & Risk paper to September's Town Board meeting set out several issues and risks that could detrimentally impact that timescale.

- 1.2 Subsequently, it has confirmed that the submission date is now more flexible. However, the deadline for spending Town Deal funding has not changed and remains March 2026 (the end of financial year 2025/26).
- 1.3 The existing appointment for the business case team allowed for a 12 month programme. Extension to this programme and additional resourcing requirements will have budgetary implications.
- 1.4 Accordingly the Board is asked to note that any decision to extend the deadline for submitting business cases should take into account this longstop date and the ability to deliver the project(s) and spend funding within the ensuing, more compressed timeframe.
- 1.5 This report provides an update on programme and notes the target milestones for securing approvals for the Board, local authority partners and DLUHC.

2. Details of Proposal or Information

- 2.1 Work is progressing across all of the projects but has highlighted in November, the original deadline for all business cases to be approved by March 2022 is no longer feasible.
- 2.2 The programme appended to this report outlines updated timescales for the completion of business cases and their subsequent assurance and approval. The programme is considered to be challenging but achievable, subject to clarifying the scope of the business cases and ensuring the decision making arrangements for the projects including partners are known and included.
- 2.3 Under the current programme, Strategic Assessments for the Energy Network Strategy and Rail Feasibility Study will be brought to the March Board for determination. This will be dependent upon having carried out an appropriate and compliant procurement process for each study. It is anticipated that funding proposals for Sharley Park Leisure Hub will also be brought to the March Board for determination. It is noted that the programme for the Sharley Park Leisure project is reported separately.
- 2.4 Locally assured business cases for the town centre regeneration project (Market Street/Bridge Street), Clay Cross Connections, Clay Cross Creative and the Skills and Enterprise Hub will be available in June for approval. Those approvals will require a Board meeting to be arranged for mid-late June in order to meet the updated submission dates for the project summary documents.
- 2.5 The projects described within the business cases will be at a relatively early stage of project design development. Projects will need to continue to be developed post approval and clear project management plans will be prepared and costed to support this process.
- 2.6 Project managers will also work to bring proposals under the Low Carbon Housing and Low Carbon Workspace projects to the June Board. These

projects are dependent (in part) upon proposals being advanced by third party delivery partners. This may have implications for programme.

3 Reason for Recommendation

3.1 There is a need to agree a clear completion date for the business case stage to:

- Confirm timescales with DLUHC
- Unlock funding to advance further design development, procurement, land assembly and enabling activities required to support the delivery of the project;
- Minimise the risk of further delays which could impact on the delivery programme and ability to fully deliver the vision outlined within the Clay Cross TIP;
- Minimise the impact of delays on stakeholder confidence.

4 Alternative Options and Reasons for Rejection

4.1 The CCTDB could opt to progress more detailed design development and planning in advance of completing business cases for individual projects.

4.1 This approach would provide additional certainty at the point of approval in relation to outputs, costs and delivery mechanisms.

4.2 This approach has been rejected due to the implications on programme (in relation to requirements for the completion of the business case, spend and output delivery). Additional work needs to be carried out to progress to a detailed design proposal for key projects (including Market Street, the Skills Hub and the Creative Hub) and there is a need to secure allocations to resource detailed design development, procurement, land assembly and other project costs.

DOCUMENT INFORMATION

Appendix No	Title
Appendix 1	Project Workplan – Gantt Charts

WORKPLAN:	Clay Cross Towns Fund Business Cases
WORKSHEET	Summary Workplan
VERSION:	2.6
DATE:	05/01/2022

Work progressing

◆

Final output

◇

Draft output

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Market Street/ Bridge Street																																																						
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	Market report and soft market testing																																																					
	Site assembly - high level plan																																																					
	Design Brief and Options																																																					
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	Project plans - RIBA 2 concept																																																					
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Project Pack	Site visit and initial survey of premises	◆																																																			
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	Business survey; Community consultation																																																				
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	Operation and evaluation																																																						
Low Carbon Homes																																																							
Project Pack	Baseline/ Site Investigations -																																																						

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North East Derbyshire

Clay Cross Town Deal Board (CCTDB)

14 January 2022

Assurance and Approval process

Report of the Assistant Director Economic Development, Regeneration and Housing Growth

Classification: This report is public

Report By: Karl Apps

Contact Officer: Karl Apps

PURPOSE / SUMMARY

To update the Clay Cross Town Delivery Board on the assurance and approval approach for the business cases prior to submission to the Department for Levelling Up, Housing and Communities.

RECOMMENDATIONS

1. To note the contents of this report
2. To receive future reports and updates with the forward plan mapped out (including a flow chart).
3. That CCTDB partners provide the project team with their decision timeline to support the delivery of the flow charts.

Approved by the Portfolio Holder - [Click here to enter text.](#)

IMPLICATIONS

Finance and Risk: Yes ☒ No ☐

Details:

There are no financial implications arising from this report.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details:

There are no legal or data protection issues arising from this report

On Behalf of the Solicitor to the Council

Staffing: Yes ☒ No ☐

Details:

This will be included within existing officer work loads.

On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	Clay Cross
Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet / Executive <input type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Yes Details: Ward Members

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.

Town Centre regeneration

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 The Clay Cross Town Deal has been allocated £24.1m by government to invest in Clay Cross based on the investment plan, approved by the CCTDB. As part of the the process to secure the funding, the business cases have to be locally assured before they can be submitted to the Department for Levelling Up, Housing and Communities for final approval and release of the Town Deal funding.
- 1.2 The CCTDB approved on 24th September 2021 the appointment of Mace to complete the business case assurance. This is the first part of the approval process.
- 1.3 There are other checks and approvals required before the business cases are able to be submitted to DLUHC.

2. Details of Proposal or Information

- 2.1 North East Derbyshire District Council (NEDDC) is the accountable body for the Clay Cross Town Deal funding. It is therefore a requirement that the Council's Head of Finance (known as a Section 151 Officer) signs off all the business cases submissions irrespective of whether or not the Council is investing money.
- 2.2 In cases where the District Council needs to invest in the projects or is using its own land a business case will be submitted to NEDDC Cabinet for approval. Those businesses cases that do not require Council approval will be taken to NEDDC Cabinet for endorsement to show support for the business case.
- 2.3 The business cases will be externally reviewed by Mace to ensure that they meet the criteria. The final approval for submission will then sit with the CCTDB. The submission to DLUHC will include Mace local assurance, S151 officer approval, NEDDC Cabinet endorsement/ approval and the CCTDB sign off.
- 2.4 To adequately plan this and ensure the business cases are delivered on time, a forward plan and a flow chart to support this will be developed and brought to a future CCTDB meeting for review and approval. Partners will need to provide the timeline for their decision making to adequately complete this.
- 2.5 There are also partner approval processes that need to be considered and these will have to be planned for such as Derbyshire County Council and Sports England approval processes. These will be mapped out with partners and included within the forward plan and demonstrated in the flowchart.

3 Reasons for Recommendation

- 3.1 All the business cases, as part of the funding requirements, need to be locally assured. Mace have been appointed to support this but there are additional approvals within the process, which need to be gained before the business cases can be submitted.

- 3.2 As there are a number of steps within the process and a number of partners involved, a forward plan and flow chart will be produced to map out to the Board what is happening and when. This will ensure the CCTDB has visibility of the process and where we are within it.

4 Alternative Options and Reasons for Rejection

- 4.1 Local assurance is a pre-requisite of the Town Deal and must be undertaken. Failure to have the necessary approvals in place could lead to delay or rejection of the business cases.

DOCUMENT INFORMATION

Appendix No	Title
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	

Agenda Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Agenda Item 12

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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