

Public Document Pack



**North East
Derbyshire**
District Council

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Date: Thursday, 28 July 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, 5 August 2022 at 10.00 am in the George Stephenson Room**, Coney Green Business Centre, 103 Wingfield View, Clay Cross, Chesterfield S45 9JW.

Yours sincerely

A handwritten signature in black ink that reads "Sarah Steuberg". The signature is written in a cursive style.

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 - 6)

To approve as a correct record and the Chair to sign the Minutes of the Clay Cross Town Board held on 1 July 2022.

4 Governance Update (Pages 7 - 19)

Councillor Charlotte Cupit – Deputy Leader and Vice-Chair.

5 Risk Register and Delivery Programme (Pages 20 - 21)

Report from Richard O'Donoghue – Town Centre Regeneration Manager

6 **SRF Update**

Verbal update from Richard O'Donoghue – Town Centre Regeneration Manager

7 **Sharley Park**

Presentation from Chris Mills – Assistant Director of Leisure

8 **Any Other Business**

9 **Date and Time of Next Meeting**

Friday 9 September at 9.00 am

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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If you require an adjustment to enable you to participate in or access the meeting
please contact the Governance Team at least 72 hours before the meeting starts.

CLAY CROSS TOWN DEAL BOARD

MINUTES OF MEETING HELD ON FRIDAY, 1 JULY 2022

Present:

Councillor Charlotte Cupit (Vice-Chair) (in the Chair)

Peter Alford	- Amion Consulting
Matt Broughton	- Director of Growth & Assets
Councillor Alex Dale	- Leader NEDDC
Councillor Nigel Barker	- NEDDC
Andrew King	- Treasurer – CX Town Centre Group
Councillor Jeremy Kenyon	- NEDDC

Also Present:

J Dethick	Director of Finance and Resources & (Section 151 Officer)
K Apps	Assistant Director of Economic Development, Regeneration
R O'Donoghue	Town Centre Regeneration Manager
T Burdett	Partnership Development Officer
A Maher	Interim Governance Manager
A Bond	Governance Officer

CXT Apologies for Absence

B/1/2

2-23 Apologies for absence were received from Joe Battye, Peter Dewhurst, Cllr Tony King, David Malone, Tony Walker and Jane Weston.

CXT Declarations of Interest

B/2/2

2-23 Members were requested to declare the existence and nature of any 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/3/2

2-23 Members heard that Gary Golden had resigned as Chair of the Clay Cross Town Deal Board and that a new Chair would need to be recruited. Board agreed to send a message of thanks to Gary Golden for his work as Chair of the Board.

Board was introduced to the Town Centre Regeneration Manager.

It was noted that on page seven of the Minutes of the last meeting, under the item: "Land Assembly", there was a spelling error as the line; "to purchase two sits in Clay Cross" should read; "to purchase two sites in Clay Cross".

RESOLVED – That the Minutes of the Clay Cross Town Deal Board held on

18 March 2022 were noted by the Chair, subject to the above clarification.

CXT Strategic Regeneration Framework Update

B/4/2

2-23

Town Board heard that Council had been working with Nexus and had met on site with Cllr Kenyon and colleagues from Derbyshire County Council. It was suggested that the Strategic Regeneration Framework (SRF) could be extended beyond the Broadleys Site and accessed via the A61 past the social services building. Council were keen to explore this possibility as it would open up the site.

Members were informed that plans would be made alongside the architects. This would ensure that they understood where the heart of the town centre was located, and that this would be an area that people would want to spend time.

The Town Centre Regeneration Manager would put together an eight week programme that Council would be measured against. An update on this would be brought to the September meeting of the Clay Cross Town Deal Board. The Assistant Director Economic Development, Regeneration & Housing Delivery would email Board with any updates outside of the regular meeting timeframe if they felt that this would be of a benefit to the Board.

Town Board suggested that the September meeting could take place near to the site as this would enable Board Members to view the site following the meeting.

CXT Governance Workshop Update

B/5/2

2-23

Members received a verbal update on the Governance Workshop.

Members heard that as the Town Deal moved into the delivery phase, a wider review of the Board's terms of reference would be taking place and presented to Board for their consideration.

Town Board heard it would be important for Board to have strategic oversight over all of the projects and therefore updates and reports would be brought to the Town Board directly rather than through the working groups. As they had now fulfilled their role of shaping the projects, the working groups in their current form would be disbanded. Thematic task and finish groups would be created in order to solve any issues, should the need arise.

Key information and updates would be circulated to Board via email as and when required.

Members noted that the Stakeholder Engagement Plan was being developed and a draft would be brought to Board when ready.

Town Board suggested that it could be beneficial to host future meetings at different locations throughout the Clay Cross area.

RESOLVED – That the Clay Cross Town Deal Board noted the update.

CXT Any Other Business

B/6/2

2-23

Town Board noted that a newsletter would be created and circulated in order to update businesses on projects and to provide them with a point of contact for the Town Deal. This newsletter would also highlight the post of the new Business Ambassador; Becky Hunter. A draft would be circulated to Board prior to publication.

Members considered that it would be advantageous to include an advertisement for the role of Private Sector Chair of the Board within the publication.

Town Board discussed the possibility of a different start time and different locations for the meeting of the Clay Cross Town Deal Board. It was agreed that a series of options would be emailed to the membership as a whole for them to consider.

CXT Exclusion of Public

B/7/2

2-23

RESOLVED – 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).

CXT Clay Cross Town Board Update

B/8/2

2-23

Town Board were updated on the progress of the Clay Cross Town Deal projects, the progress of the interrelated projects around the Town Centre and the way forward to progress these projects.

It was agreed that Board would receive a presentation on the progress of Sharley Park at the next Board Meeting.

RESOLVED – That Clay Cross Town Deal Board noted the contents of the report.

CXT Rail Station Study Project - Strategic Assessment

B/9/2

2-23

Town Board was brought the draft strategic assessment for the Clay Cross Rail Station Study Project for approval. Once this had been gained, the strategic assessment would be sent to the Department for Levelling Up, Housing and Communities (DLUHC) for final approval. This was required to unlock the Town Deal funding for the project.

RESOLVED – That:

1. The Clay Cross Town Deal Board noted the contents of the report.
2. That the Board endorsed the strategic assessment for the Clay Cross Rail Station Study Project.

CXT Energy Network Strategic Assessment

B/10/

**22-
23**

Town Board were provided with the Strategic Assessment for the Low Carbon Energy Network Strategy. This would need to be submitted to the tender to release the town deal monies. Once this had been completed Council would be able to procure the study.

RESOLVED – That:

1. The Town Deal Board noted the contents of this report.
2. The Town Deal Board approved the Strategic Assessment for the Low Carbon Energy Network Strategy.

Clay Cross Town Board

Friday 5th August 2022

Governance and Terms of Reference Update

Report of the Chair – Cllr Cupit

Classification: Public

Report By: **Tris Burdett, Partnership Development Officer**

Contact Officer: as above

PURPOSE / SUMMARY

To confirm the revised governance arrangements for Clay Cross Town Board following a governance review as the project enters the delivery stage. To provide for the Board's consideration updated Terms of Reference to reflect the changes required.

RECOMMENDATIONS

That the Town Deal Board notes the contents of this report and agree with the following:

1. To approve the revised Terms of Reference for the Clay Cross Town Board.
 2. To commence a refresh of the stakeholder engagement and communications plans.
-

IMPLICATIONS

Finance and Risk: Yes No

Details: There is no financial impact to note.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details: The role of the Board, as set out within the Terms of Reference, do not conflict with the Constitution of the Accountable Body.

On Behalf of the Solicitor to the Council

Staffing: Yes No

Details: This will be completed within existing officer workloads.

On behalf of the Head of Paid Service

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 The Clay Cross Town Deal (CCTD) is about to initiate the delivery stage of the Programme. Three elements are progressing well; Sharley Park Leisure Centre, Rail Feasibility Study and Low Carbon Energy Network Strategy with summary documents already or about to be submitted to the Department of Levelling Up, Housing and Communities (DLUHC). Once approved, funding will be released and work can commence on all three elements.
- 1.2 Work on the Strategic Regeneration Framework has now begun and the outcome will inform the final elements of the Programme; Town Centre Regeneration (formerly Market St/Bridge St), Skills, Creative and Connectivity.
- 1.3 By the end of this year the outline business cases for the final elements will be ready and summary documents will be submitted to DLUHC.
- 1.4 To enable the successful initiation of the delivery stage, the governance framework has been reviewed to ensure it remains fit for purpose. The Terms of Reference for this Board have been revised to reflect the work required by from this point onwards.
- 1.5 A facilitator from the Town Deal's delivery partner oversaw the governance review session on 15th June 2022. The facilitator was appointed to support Town Deal Boards across the country with governance arrangements. This report outlines the key points discussed.

2. Details of Proposal or Information

- 2.1 At this stage in the Programme, the Board is required to provide strategic oversight across all elements. The Board will receive updates on delivery, performance and risk from the Accountable Body on a regular basis, allowing them to maintain this oversight at a strategic level. The responsibilities to work collaboratively, add social value, identify longer term opportunities and representing CCTD remain an important role for the Board. It is also key for the Board to take ownership of stakeholder engagement.
- 2.2 Another key change to the governance structure is the cessation of the Working Groups. They have been critical to the success of the project thus far therefore fulfilling their purpose in enabling each project to progress to outline business case. As the Programme now moves to the delivery stage, the need for the working groups diminishes however the flexibility to establish specific task and finish group as and when required will be retained. This will enable people with

the right skills and knowledge to contribute in meaningful way and support the delivery of the Programme as required.

- 2.3 The pandemic restricted Board meetings to be conducted via Zoom. Whilst this was useful to enable the Board to function, it has been recognised that meeting in person and particularly holding Board meetings in and around Clay Cross would facilitate more meaningful collaboration, raise the profile of the Board and the Programme. At the Board meeting held on 1st July 2022 it was therefore agreed to hold future meetings at various venues in Clay Cross.
- 2.4 As the Programme moves forward, this is an ideal opportunity to review existing stakeholder engagement and communications plans to ensure the Board can take ownership of this and drive communication. It is recommended that a review and refresh of existing plans is undertaken with the Board. A plan and timetable will be drawn up and communicated to the Board in due course.

3 Reasons for Recommendation

- 3.1 To ensure the Clay Cross Town Board remains fit for purpose and able to oversee the next stage of the Programme.
- 3.2 To ensure stakeholder engagement and communications is up to date, allowing for meaningful engagement by all sectors of the community.

4 Alternative Options and Reasons for Rejection

- 4.1 There are no alternative options to consider

DOCUMENT INFORMATION

Appendix No	Title
Appendix 1	ToR Town Board Stage 2 v2.0.docx
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 you must provide copies of the background papers)	
n/a	

TOWNS FUND: CLAY CROSS TOWN DEAL

Clay Cross Town Board – Terms of Reference

Stage 2 – Delivery

1. Constitution

1.1 The Board was constituted at a full meeting of the Clay Cross Town Board (CCTB) held on Friday 24th January 2020.

1.2 These Terms of Reference were agreed by the CCTB on 5th August 2022 and will be reviewed no later than 5th August 2023.

2. Background

2.1 The Clay Cross Town Deal (CCTD), underpinned by a Town Investment Plan (TIP), is a £24.1m investment for Clay Cross which is being funded by the Government Department for Levelling Up, Housing and Communities (DLUHC).

2.2 Overseeing the implementation of the Town Investment Plan (TIP) and providing the strategic direction is the remit of CCTB. It is a multi-organisation Board comprising of representatives from public, private, voluntary and community organisations. The Board is not a legal entity, and its role is advisory. Its purpose is to be an ambassador for the Programme and work with the Accountable Body, North East Derbyshire District Council (NEDDC), to ensure the TIP is delivered.

2.3 The Board represents a variety of interests and has the skills and expertise to support the development and delivery of the £24.1m TIP. Observers include NEDDC staff providing a Programme Office and Project Management function (Delivery Team) on behalf of the Accountable Body and CCTB.

2.4 These terms of reference sets out the membership and responsibilities of the CCTB to oversee and provide strategic steer over stage 2 of the programme which will focus on delivery.

3. Membership

3.1 The Board will be led by a private sector Chair. The members of the Board shall be appointed by the Board and may be removed at any time by the Board. In the event of the Board Chair resigning, to enable the function of the Board to continue, a Public Sector chair can be appointed on an interim basis whilst another Private sector chair is voted in. The Board should regularly review its membership to ensure the right balance of skills and experiences are maintained throughout the programme.

3.2 The Clay Cross Town Board shall be comprise of representatives from:

Public Sector

- i. All tiers of local government
 - North East Derbyshire District Council
 - At least 5 members which must include the portfolio holder for Economy, Transformation and Communities
 - Clay Cross Parish Council Chair
 - Derbyshire County Council:
 - Cabinet Representative
 - Director for Economy and Regeneration
 - Member of Parliament for North East Derbyshire
- ii. Other public bodies, education sector, arms-length bodies and non-departmental agencies who provide skills and experience in relation to TIP projects.
- iii. Voluntary/community sector organisations

Businesses

- iv. Representatives from large employers in Clay Cross
- v. Representatives from business networks in the town

3.3 The CCTB may comprise of other private sector representatives and developers who operate on a national and international platforms who understand the requirements for investment and can help identify the best use of private and public funds.

3.4 Applications for new Board Members shall be supported by at least 3 Board members before a report from the lead officer of the Clay Cross Town Delivery team is considered by the full Clay Cross Town Deal Board.

3.5 A Board Member shall cease to be a member of the Clay Cross Town Board in the following circumstances;

- a) Such Board Member gives written notice to the Chair of their notice of resignation.
- b) Such Board Member's death.
- c) Such Board Member's bankruptcy making of any arrangement or composition with their creditors, or liquidation, or in the case of an organisation, winding up, liquidation, dissolution or administration or

anything analogous to any of the foregoing occurring in relation to a Member in any jurisdiction.

- d) Such Board Member is removed from membership by a resolution of the Board that it is in the best interests of the Board that the membership is terminated.

3.6 Board Members may be removed from the Clay Cross Town Board as set out in Schedule 1 (Clay Cross Town Board Code of Conduct). Any Board Member removed may not be reappointed.

3.7 In exceptional circumstances Board Members may send a suitable substitute to represent their organisation in their absence. This should be agreed with either the Chair or Vice Chair in advance of the meeting. The substitute must adhere to all the requirements as laid out in the agreed Terms of Reference.

4. Responsibilities

4.1 To maintain strategic oversight of the CCTD Programme.

4.2 To provide support and advice to the Accountable Body to aid the development of business cases/strategic assessments for each strand of the TIP.

4.3 To endorse the outline business cases once approved by the Accountable Body.

4.4 To receive updates on delivery, performance and risk from the Accountable Body

4.5 To work together to shape and manage the Place of Clay Cross and District focusing on the priorities around:

- a) Use of existing public assets - new development focused on the town centre
- b) Skills and training for the 21st century,
- c) Physical connectivity,
- d) Health and Wellbeing.

4.6 To seek to add social value to the work we all deliver by considering wider socio-economic, environmental and health impacts through our normal service and project delivery work.

4.7 To explore and progress all future funding and opportunities to deliver against the overarching vision for Clay Cross town centre and the surrounding area.

4.8 To ensure that the Town Fund Delivery Team has sufficient resources, knowledge and capacity available to deliver the objectives.

4.9 To make representation to Government departments for advice and assistance as necessary.

- 4.10 To ensure the necessary liaison arrangements are in place to maximise resources across the range of partners, and to work collaboratively to deliver the shared objectives.
- 4.11 To ensure the views of the community are represented and considered through community engagement, consultation and communication.
- 4.12 Through active engagement with the community, ensure all the necessary governance matters within the remit of NEDDC are identified and progressed effectively.
- 4.13 'Task and finish' groups will be formed where necessary to look at specific pieces of work within each Workstream.

5. Professional and Administrative Support

- 5.1 NEDDC is the Accountable Body for CCTD. As Accountable Body the Council will utilise existing rules as outlined in the Constitution throughout the life of the programme and the Council's Statutory Officers will play a key role in ensuring compliance.
- 5.2 Committee management and administrative support to the Board will be provided by NEDDC.

6. Quorum

- 6.1 The quorum for meetings of the Board will be a quarter or 3 voting members, whichever is the greater including the Chair and must include representation from North East Derbyshire District Council. Partners can send a nominated deputy but only one representative per organisation may be in attendance (NEDDC may have a number of supporting officers in attendance).
- 6.2 If there is no quorum at the published start time for the meeting, the meeting can proceed but no substantive decisions will be binding upon the Board future direction.
- 6.3 No decisions taken by the Board will be binding upon individual partner organisations – each organisation will be subject to their normal governance processes and expected to seek appropriate authority where relevant, as a result of any decisions taken by the Board.
- 6.4 The Board Shall:
Delegate to the Chairman of the Board the authority to make urgent decisions, having consulted by way of email with Board members, where a Board cannot be convened in a timely manner to consider a matter. The decision shall be published as soon as practically possible once taken.

7. Frequency of Meetings

7.1 Meetings will be held monthly until submission of the Project Summary Documents and thereafter quarterly. The frequency of meetings can be varied following a discussion and vote of the Board, at the discretion of the Chair.

7.2 Formal Board meetings will take place in public where all formal decisions of the Board will be taken.

7.3 Informal Board Meetings may take place from time to time. These will be in private and not open to the public. Other persons and external advisers may be invited to attend all or part of any meeting as and when appropriate as observers and shall be entitled to speak at the meeting with the prior permission of the Chair but shall not be entitled to vote.

7.4 With the prior agreement of the Chair, any Board Member may participate in a meeting by means of a conference telephone or similar communications equipment whereby all persons participating in the meeting can communicate with each other and participation in a meeting in this manner shall be deemed to constitute presence in person at such meeting and shall be entitled to vote and be counted in a quorum accordingly.

8. Conduct

8.1 Board members will act in accordance with the Clay Cross Town Board Code of Conduct (as seen in schedule 1).

9. Notice of and invitations to meetings

9.1 At least five clear working days before a meeting, a copy of the agenda and associated papers will be sent to every member of the Board. The agenda will give the date, time and place of each meeting and specify the business to be transacted and will be accompanied by such details as are available.

10. Voting

10.1 Board members commit to seek, where possible, to operate on the basis of consensus.

10.2 Should it not be possible in a specific instance to find a consensus, the decision will be made on the basis of a simple majority. The Chair will have the casting vote.

10.3 Matters which are the responsibility of the Accountable Body, (for externally secured funding) will be reserved to NEDDC. This includes taking responsibility for the appropriate defrayal of all secured regeneration funding (Town Fund and any other secured external

partnership funding) and the Council will not be bound by decisions of the Board which could compromise its position as Accountable Body.

11. Minutes

11.1 The Chair will sign the minutes of the proceedings at the next suitable meeting. The Chair will move that the minutes of the previous meeting be signed as a correct record.

11.2 The minutes will be accompanied by a list of agreed action points, which may be discussed in considering the minutes of the previous meeting should they not be specifically listed as items on the agenda for the meeting.

11.3 Minutes will be made available to the public.

12. General Matters

12.1 Board Members should make themselves available from time to time to meet the Cabinet of NEDDC both formally and informally, and to attend meetings of the Council's Scrutiny Committees as and when invited.

12.2 Board Members shall duly sign and return the Clay Cross Town Board's Code of Conduct (Appendix 1) and Declaration of Interests on an annual basis.

12.3 The Board may be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis.

12.4 The Board shall be entitled to invite relevant third parties to attend any meeting of the Board as observers and they may be entitled to speak at a meeting of the Board with the prior permission of the Chair but shall not be entitled to vote.

12.5 The Board shall give due consideration to all laws and regulations as appropriate.

12.6 The Board will, from time to time, consider projects and proposals of a "commercial in confidence" or sensitive nature that will not be for publication under existing legislative provisions (Data Protection and Freedom of Information). All Board Directors and invited third parties will observe the need for confidentiality in this respect.

12.7 The Clay Cross Town Board will be subject to the privacy legislation contained within Data Protection Act 2018, Freedom of Information Act 1998 and the Environmental Protection Regulations (various). Such

requests will be serviced by NEDDC in accordance with NEDDC policies and procedures.

12.8 Members of the public may wish to contact the Clay Cross Town Board. Any such contact will be managed by the Clay Cross Town Board Delivery Team and contact details will be published on the Clay Cross Town Deal website. The Delivery Team may where appropriate, engage with the Chair and/or wider Board.

13. Review

13.1 The Government may publish further guidance on the operation and function of Town Deal Boards and these Terms of Reference must be reviewed in accordance with any such guidance.

13.2 The Board may amend these terms of reference at any time and will be reviewed on an annual basis.

Schedule 1

Clay Cross Town Board Code of Conduct

The Clay Cross Town Board (CCTB) has adopted this code setting out the expected behaviours required of its Board Members, acknowledging that they each have a responsibility to represent the ambition of the Town Deal for Clay Cross and work constructively with the Town Deal Delivery Team and partner organisations to develop and deliver the own Board Investment Plan and associated activities.

The Role of the CCTB is to;

- Develop and agree an evidenced based Town Investment Plan
- Develop a clear programme of interventions
- Coordinate resources and influence stakeholders

In accordance with the Towns Fund Prospectus, when acting in a Board Member capacity, members must be committed to behaving in a manner that is consistent with the Nolan principles to achieve best outcome for our residents and maintain public confidence in the actions of the Board;

SELFLESSNESS:

Holders of public office should act solely in terms of the public interest.

INTEGRITY:

Holders of public office must avoid placing themselves under any obligation to outside individuals or organisations that might try inappropriately to influence them in their work.

They should not act or take decisions in order to gain financial or material benefits for themselves, their family or their friends. They must declare and resolve any interests and relationships.

OBJECTIVITY:

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

ACCOUNTABILITY:

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to the scrutiny necessary to ensure this.

OPENNESS:

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

HONESTY:

Holders of public office should be truthful.

LEADERSHIP:

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Conflict of Interests

Having regard to the nature of the likely interventions that will be explored as part of development of the Investment Plan, from time to time a conflict of interest may arise for Board Members.

A conflict of interest arises where a Board Member, a close associate, immediate family, business, organisation or employer has an interest in a matter which is the same as, connected to or may be affected by the matter under discussion.

At a meeting, Members must declare any interest which they have in any matter to be considered at that meeting. If the interest in the matter being discussed which a member of the public who knew of the facts would reasonably regard as so significant that it is likely to prejudice the Board Members judgement of the Board's interest in the matter, then the Board

Member must declare the interest at the start of the agenda item and must not vote on the matter. However, due to the nature of information the Board Member may have relating to the topic under discussion, such as financial, viability, feasibility and volume by way of example, the Board Member will be able to take part in the debate.

A Register of Interest will be maintained by the Secretary to the Board.

Registration of Gifts and Hospitality

Board Members must register in the Register of Members Gifts and Hospitality, held by the Council's Monitoring Officer any gift or hospitality worth £50 or over received (or offered), in connection with their official duties as a Board Member and the source of that gift or hospitality (or offer) within 28 days of receiving it.

Acceptance by Board Members of hospitality through attendance at relevant events, conferences and other Board related activity is acceptable where it is clear the hospitality is corporate rather than personal.

Complaints

Where a person has reason to believe that the conduct of a Board Member of the CCTB has fallen short of the standards set out above, encapsulated in the Nolan Principles, a complaint may be made in writing to;

Head of Corporate Governance and Monitoring Officer
North East Derbyshire District Council,

2013 Mill Lane,
Wingerworth,
Chesterfield,
Derbyshire,
S42 6NG

Or email Sarah.Sternberg@ne-derbyshire.gov.uk

The complaint should set out as follows;

- i. The nature of the complaint
- ii. Details of how the Board Member was acting in an official Clay Cross Town Board capacity
- iii. Details of which Nolan Principle has been breached and why
- iv. If relating to a conflict of interest, details of how the conflict has occurred and impact of that conflict.

Joint Strategic Director will review the complaint and determine if the Clay Cross Town Board Member was acting in an official capacity and if the complaint was proven, whether a Nolan Principle would have been breached. If both these criteria are met, the complaint will be referred to the Chair of the Clay Cross Town Board (or Deputy Chair in the event the Chair is subject to a complaint).

Removal of a Clay Cross Town Board Member from the Board

In the event Clay Cross Town Board Member's conduct falls short of that expected and a breach of the Code of Conduct has taken place, the Board may by resolution remove that Board Member from the Clay Cross Town Board.

This may only occur when;

- i. The Board Member has been given at least 14 days clear days' notice in writing of the meeting of the Board at which the resolution will be proposed and the reasons why it will be proposed; and
- ii. The Board Member has been given a reasonable opportunity to make representations to the meeting in person and/or in writing. The other Board Members must consider any representations made by the Board Member and inform them of their decision following such consideration.
- iii. There shall be no right of appeal from a decision of the Board's decision to terminate the membership of a Board Member.

Further information

Please email any further queries to Sarah.Sternberg@ne-derbyshire.gov.uk

North East Derbyshire District Council

Clay Cross Town Deal Board

5 August 2022

Clay Cross Town Deal update

Report of the Assistant Director Economic Development and Regeneration

Classification: This report is public

Report By: Richard O'Donoghue

Contact Officer: Karl Apps

PURPOSE / SUMMARY

To update Clay Cross Town Deal Board on the progress of the Clay Cross Town Deal projects. The progress of the interrelated projects around the Town Centre and the way forward to progress these projects.

RECOMMENDATIONS

1. That Clay Cross Town Deal Board note the contents of the report

The terms of reference have been reviewed and updated following the Governance refresh session (15th June 2022) with the Town Deal delivery partner.

On Behalf of the Section 151 Officer

REPORT DETAILS

1 Background *(reasons for bringing the report)*

- 1.1 The Clay Cross Town Deal is made up of 10 projects that has £24.1m funding available to support delivery.
- 1.2 The 10 projects are as follows:
 1. Sharley Park Community Active Hub
 2. Rail Station Feasibility Study
 3. Energy Network Strategy
 4. Low Carbon Housing

- 5. Low Carbon Commercial Space
- 6. Bridge Street redevelopment
- 7. Market Street redevelopment
- 8. Clay Cross Connections
- 9. Clay Cross Skills Hub
- 10. Clay Cross Creative Hub

2. Details of Proposal or Information

- 2.1 Sharley Park Community Active Hub - Project documents have now been submitted to DLUHC and are under review and we are awaiting confirmation of a formal grant offer to realise the funding. The project has been submitted for planning (10th June) and has progressed to RIBA stage 4 detailed design. The project is subject to change with a forecast start on site date of November 2022 See attached report.
- 2.2 Rail Station Feasibility Study -. Project documents submitted to DLUHC and are under review and we are awaiting confirmation of a formal grant offer to realise the funding.
- 2.3 Low Carbon Energy Network Strategy - Project documents have been submitted to DLUHC along with the PAR to be reviewed by funder awaiting, an update and confirmation of funding.
- 2.4 The Town Centre development -. The re-scoping work has been started and an SRF inception meeting was held on site 23rd June. An 8 week timetable has been mapped to ensure as little project slippage as possible. (verbal update being given by Karl Apps).

**3
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 you must provide copies of the background papers)	