

**Clay Cross Town Deal**  
**Clay Cross Creative Working Group**  
**Terms of Reference**

**Clay Cross Town Deal Background**

Clay Cross is one of a number of towns up and down the country that were invited to submit a Town Investment Plan to gain Government funding through the Town Deal process. As part of this, Clay Cross has been allocated £24.1m of funding to undertake a number of projects which are identified in the Clay Cross Investment Plan. These projects are:

Market Street Regeneration

Bridge Street

Clay Cross Creative

Clay Cross Skills and Enterprise Hub

Sharley Park Active Community Hub

Clay Cross Connections

Low Carbon Workspace

Low Carbon Housing

Low Carbon Energy Network Strategy

Rail Station Feasibility

**Purpose of the Working Group**

The Clay Cross Creative project will act as a focal point to the delivery of creative enterprise, arts and social programmes with a focus on engaging the community, including young people, around creative, artisan and social enterprise. It is intended that Clay Cross Creative will be the base for First Art, a creative community charity, part of the Creative People and Places network funded by the Arts Council England.

The project will provide:

- The refurbishment of three local heritage assets in the heart of the town centre;
- Offices and workspace for First Art;
- Workshop and touchdown space for makers, artists and other small businesses
- A 'pop up' retail environment for local makers
- A gallery space and garden space
- Artisan work shed for creative makers

- Access to creative and making equipment including screen printing, desk-top publishing and printing and a digital printer
- A base for an events programme including training, business coaching, social and networking events

### **Outputs and Outcomes**

The Clay Cross Town Board has committed to the delivery of a number of outputs and outcomes for the project:

Upgraded Community Facilities = 1

Re-use of Historical Building = 1

Jobs Created = 34

Creation of Shared Workspace = 1,200sqm

Number of visitors to arts, cultural and heritage events and venues = 15,000

Number of visitors to arts, cultural and heritage events and venues = 20

Number of start-ups and/or scaleups utilising business incubation, acceleration and co-working spaces = 10

In addition to the delivery and monitoring of the above outputs and outcomes, the group will specifically:

- Oversee the preparation of detailed business cases for the Clay Cross Creative project as identified in the Clay Cross Town Investment Plan
- Steer the final business cases through the Local Assurance Framework
- Work with Amion to develop the scope of the project and provide technical information necessary for the production of the business cases.
- Commission directly, or work with private sector partners to procure, the preparation of planning applications and all other permissions required for development
- Explore all opportunities for match funding from other public sources
- Identify manage and report key risks associated with the project
- Consult with and obtain all necessary approvals from the parent organisation as required e.g. Cabinet or Full Council
- Align their work programme with Amion's workplan to ensure all necessary tasks are completed on time when required to support the production of the individual business cases
- Work to develop any tender briefs etc required for appointing any developers and/or consultants
- Work closely with the appointed developers and their sub-contractors etc to ensure the smooth delivery of the project
- Report progress to the Clay Cross Town Board on a monthly basis within a template format agreed by the Board
- Liaise with the Communication and Community Working Group to ensure a regular flow of publicity and, where necessary, consultation

- The representative from the Clay Cross Town Board will direct all key decisions to the Board for their determination.

### **GDPR Compliance/Commercial Information**

To comply with GDPR requirement and the commercial nature of negotiations, the sharing of any commercially sensitive, confidential and personal information will be restricted to Local Authority officers and Amion.

### **Membership**

#### **Core Group**

First Arts

Junction Arts

Derbyshire County Council

Amion

NEDDC

#### **Stakeholders**

Chair, Clay Cross Town Board

Vice Chair, Clay Cross Town Board

Leader, NEDDC

Deputy Leader, NEDDC

Clay Cross Parish Council

Chesterfield College

Clay Cross Town Deal Board Members

University of Derby

#### **Meetings**

Meetings will be undertaken on a monthly basis from June 2021 and will continue until the project has been completed.