

Stocksbridge Towns Fund Board (STFB)

DATE & TIME: Friday 7 March 2025, 9.30am

LOCATION: Stocksbridge Community Leisure Centre, Moorland Drive, Stocksbridge, S36 1EG

CO-CHAIRS: Dr Marie Tidball MP, Yuri Matischen

ATTENDEES:

Board Members attending:

- Yuri Matischen, Stocksbridge resident - Co-Chair (**YM**) (Active Trails Representative)
- Marie Tidball, MP for Penistone & Stocksbridge -Co-Chair (**MT**) (Hopper Bus Representative) *-attended until 10am*
- Ian Sanderson, SLR Outlets (**IS**) (Community Hub 519 Representative)
- Graham Silverwood, Stocksbridge Training and Enterprise Partnership (STEP) & Stocksbridge Community Leisure Centre (SCLC) (**GS**) (Sports Hub Representative)
- John Crawshaw, Stocksbridge business owner (**JC**) (Placemaking Representative)
- Hilary Osborn, Stocksbridge resident (**HO**) (Joint Community Representative)
- Charlotte Coleman, Sheffield Hallam University (**CC**) (Joint Education & Skills Representative)
- Tony Goddard, Liberty Steel (**TG**) (Joint Education & Skills Representative)
- Mark Hible, Sheffield City Council (**MH**) (Joint Community Representative)
- Liz Sedgwick, Valley Medical Centre (**LS**) (Health Representative)

Also attending:

- Sean McClean, Director of Regeneration and Development, SCC (**SM**)
- Johnny McQuillin, Finance Officer, SCC (**JM**)
- Lynne Bettison (PA to Marie Tidball in the Constituency) (**LB**)
- Jonathan Harty, Chief of Staff to Marie Tidball (**JH**) (via Teams, after 10am)

Apologies:

- Cllr Julie Grocutt, Stocksbridge and Upper Don, SCC (Oxley Park Representative) (**JG**)
- Michelle O'Neill, Acting Programme Manager, SCC (**MO'N**)
- Gail Larking, Stocksbridge Business owner (Joint Shopfronts Representative)
- Kathryn Giles-Bowman, Stocksbridge business owner (Joint Shopfronts Representative)
- Leigh Sanders, Communications Team, SCC (**LS**)
- Kate Martin, Executive Director City Futures, SCC

- Justin Homer, Area Lead, South Yorkshire Cities & Local Growth Unit (**JH**)
- Heather Langdale, Cities & Local Growth Unit

Guest speakers (RG Carter Construction and RLB, 10-11am):

- Jess Thompson, Senior Associate, Rider Levett Bucknall Project Management (RLB) (**JT**)
- Will Smithies, Senior Project Manager, Rider Levett Bucknall (RLB) (**WS**)
- Darren Chiumento, RG Carter (**DC**)
- Richard Huxley, Quantity Surveyor, RG Carter

Minutes:

- Melanie Crawford, PMO, Service Support Officer, SCC (**MC**)

Item 1: Welcome, confirmation of minutes & issues arising

MT was Chair and welcomed people to the meeting. There were no matters arising from the previous minutes (meeting on 20 Jan) and they were accepted as a true record.

Action: final version of minutes to be uploaded to website within 10 working days of the meeting.

Actions from previous meetings (ref STF action tracker):

Hopper Bus: It was noted that SCC were still trying to get a meeting with SPTC after the one that was arranged was cancelled by them on the day.

Action: any questions re the proposed route to be sent to MT's office to be collated in advance of the meeting.

Documentation re Northern College: It was noted that more progress should have been made on this previously. CC and TG to update under Item 4 (Project updates, Skills & Education Hub).

Item 2: Governance and declarations of interest

Declarations of Interest update:

All forms have been received from new members.

Action: forms to be uploaded to the SCC website unless there are any concerns or further redactions needed.

MHCLG Compliance checks-internal review:

SM has spoken to JH -it is not clear if ongoing support will be provided by MHCLG following recent departmental changes

A report on governance review will be presented at this month's Transport & Regeneration Committee (TRC). The issue arose due to a petition presented to Strategy and Resource Committee and a decision was made that TRC should take a report on this matter. An MHCLG Towns Fund checklist has been used to undertake the review and the only items where the Board does not comply is with record-keeping, eg getting the agenda, papers and minutes uploaded to the website within agreed timescales (ie papers to be uploaded 5 days in advance). Minutes to be uploaded 10 working days following the meeting.

An update has been provided within the report regarding new Board membership and governance review, and an update given on each project.

Action: It was noted that a comms note/press release around the TRC governance report was needed

Appointment of two board members to lead on Trails and Walks to replace JG and YM

JG is stepping down from leading on this and YM is leading on other projects. YS has circulated minutes from the last meeting of the Trails project where it was discussed that there is a group of walkers who want to link the Upper Don trail to the Stocksbridge vicinity. Yorkshire Water (YW) have committed to provide funding (0.5million) for this which is to be matched by STF.

MH volunteered to lead on Trails projects and CC offered to support. It was discussed that YW have started work. MT has met with YW in parliament to raise this issue and pressed for an update but none received yet. A colleague OF MT is Chair of a group of Yorkshire MPs and is working closely with the walking group and SCC to identify opportunities.

Action: meeting to be arranged with 2 new Board leads and YW.

MT advised that the government are providing a further £6 million for South Yorks for active travel, through SYMCA. SM advised that Wil Stewart as City Futures director of investment Climate Change & planning is the link through SYMCA.

Action: Joint letter to be drafted from MT's office and SCC setting out the case for why the route is needed.

MH and CC to pick up with Sustrans re whether they have the funding. It needs to be stressed that the Board is passionate to do this work and that it is not just about bikes but also wheelchairs and prams.

Item 3. Update on Community Hub (519) (RG Carter Construction) and Placemaking (Rider Levett Bucknall)

Community Hub (519)

The representatives from RLB and RG Carter introduced themselves. WS (Project manager from RLB) gave an update on the programme for the Community Hub (519 Building): enabling works for the demolition are due to start in August with the demolition itself scheduled for December. DC (from RG Carter) informed the Board that they would be picking up the design to RIBA stage 4 before the project moved to construction status. There will be a design freeze from Friday 21st March for RLB to review.

DC outlined design changes: they have rationalised building services, goods passenger lift, enclosed access area to main roof. It was clarified that there is no plan to use the roof for events. The roof has been rationalised, internal layouts and taken forward concept of stage 3 to 4.

JT explained that the designers had worked hard to maintain stone details, archways etc and resubmitted costs to SCC. MT noted that the Board are emphatic about this.

DC informed the board that investigation works had been carried out on site. There had been communication with local businesses eg Coop re using recycling centre for parking and welfare. They had also engaged with Friendship Inn Hotel and Jobcentre Plus who are keen to look at opportunities for upskilling. RG Carter set out their social values in the bid for the contract, to include opportunities for apprenticeships and links with schools. They have spoken to the High School.

They have spoken to SCC Highways re the strategy to limit the impact of the road closures on the public. An on-off closure of Button Row is planned -access is needed to the chiropracter and pharmacy.

SM advised making links with Steven Rundle in SCC Employment and Skills team. **Action:** MO'N to share what the employment and skills output should be. TG and CC to be updated.

DC informed the Board that a hoarding licence had been obtained for Button Row. A Temporary Traffic Regulation Order (TTRO) is needed for the bays -parking will be restricted throughout the duration of the build. Hoardings will be put up at the library and St Luke's and on-off closures put in place -so it will become live at the end of the working day. The crane will be on Button Row.

The derogation list (of items to be changed to save costs) has been discussed with a Planning officer, and engagement has been good. It was noted that the emphasis is on customer-focus, so keeping important features that can be seen but removing those where a saving can be made but it will not make a difference visually.

Following discussions with the Planning Officer, it is considered that a Section 73 Application will need to be submitted, which is the variation or removal of a condition on an existing planning permission.

There was a discussion around the fact that there is only 1 lift and whether this affects occupancy levels due to fire regulations. DC clarified that it does not. The Board stressed that the lift needs to be big enough to accommodate electric wheelchairs and mobility scooters.

JT informed the Board that Arup have provided a fire strategy which includes information about building regulations and escape routes. There is capacity for 60 people on the top (second) floor. After a close review an office space has been designed with an expected capacity of 91 on the first floor. But this is still in review and will be confirmed in writing

Action: JT to inform MT's office if any assistance is needed in expediting the Planning application.

Board members had questions around the borehole work (ground investigations) and whether the final design plans would be in the public domain before August, with an opportunity for a physical walk round. A list of actions would be needed to mitigate the impact on the High St.

DC clarified that the borehole work was complete. The outcome was that there is a lot of made ground from terraces that were previously on the site. There is some asbestos local to the area that will need to be cleared using a hotspot protocol. There is enough information to progress to the stage 4 design.

SM informed the Board that once final plans are ready a public event will be organised to put the plans on show and explain how the construction will be managed. RG Carters will speak to the immediate neighbours regarding the impact.

Action: It was noted that the Board was pleased with the RAG rating (Red, Amber, Green highlighting priorities) given in the latest Board report for projects. This was also needed for the engagement plan with the public/ stakeholders.

SM informed the Board that the new Communications officer assigned to Stocksbridge (Leigh Sanders), will be joining imminently. SM suggested a workshop to develop a single communications plan around the Hub.

MT advised that her office could provide a letter if needed to assist with the acquisitions process. It was important to minimise disruption to the 519 build.

Action: SM to provide a summary of the current position re acquisitions next week.

A discussion was held around what was meant by completion. DC clarified that the building would be a 'shell and core', ie building fabric, fully enclosed with clear empty spaces. A separate budget had been identified for the fit-out (lights, cabling etc to get the building ready for purpose). This would be tendered as a separate package.

LS asked about how access to the back of the medical centre would be affected. DC clarified that Highways would stop Button Row being 1-way during the day to open it

up. Access to the medical centre would be available. Access for fire engines has also been considered.

Access to the car park via Johnstone St and Hope St were also discussed.

It was noted that the Board strongly prefer careful thought regarding the sequencing of Bargain Booze purchase and demolition to ensure it aligns with the sequencing of the library demolition commencing 23 September. The decision to use the Co-op / site waste recycling area of the car park will not affect the start date. However, potential demolition of Bargain Booze to utilise the space as RG Carters Site Compound will potentially delay the start date as well, as this is not in the original scope.

Further discussion was held around potential sites for a compound, eg Edward St.

It was agreed that a further separate meeting was needed to discuss the use of the internal space and crucially the fit out of the building to represent a modern library and modern business space with IS, CC, TG and RG Carter.

Action: meeting to be arranged within next month.

A further discussion was held around the proposed timing of the demolition of Bargain Booze and the need to ensure it did not conflict with the works to shop fronts. It was confirmed that this should not be an issue as the shop front works are at the back end of the programme. Early demolition of Bargain Booze may be preferable to signal that work has commenced.

It was noted that communication with the public is also needed around the proposed use of the building. Discussions around fit-out should involve Northern College and other providers if there are other bids. TG and CC have contacted Laura Hayfield in Employment and Skills. It was noted that financials need to be considered re the building 'wash face' in the long term.

Action: Invite Laura to the meeting referred to above re internal fit-out.

Placemaking Design

WS circulated plans showing the updated concept design for the scheme, which incorporates retention of the Factory Shop. A cost plan has been developed.

A discussion was held around costs and whether the budget for Placemaking was at risk from changes to the 519 project. It was agreed that the Board needs firm costs for Placemaking, when all derogations have been considered, and the preferred set of designs is in place.

JT informed the Board that a budget cost had been submitted for the Community Hub -this was not fixed but the project team is confident that it is deliverable. The Placemaking budget is approx. £4million. FPCR Environment & Design Ltd (landscape designer for Placemaking) have given the figures, but further clarification can be given if needed

SM advised that the design and high-level costs were available, but the report shows the historic budget. A summary of current costs could be prepared for next month.

A discussion was held around the fact that the figures appear to show a reduction of £1 million in the budget since the previous meeting. It was noted that 0.5 million approx. would be needed for the fit-out. The library fit-out will be paid for by SCC so the budget only needs to cover the top floor. It was noted that discussions have been held with senior library managers regarding the design, but it was not clear to the Board whether this had cascaded down to public-facing library staff, who would be able to contribute to the vision based on their links to the community.

JT clarified that the latest costs shown (£6.9 million) include acquisition costs (for Bargain Booze). The overall budget has not reduced -Placemaking costs are approx. £4 million -they were higher when the purchase of the Factory Shop was included.

It was noted that there still appeared to be an increase of £650 in spend since the last meeting that was not accounted for. The Board requested detailed notes to chart any changes in funding, looking at the £6.9 million and drilling down to what has been taken away or added.

Action: Interim Board meeting to be arranged online to discuss finances before the end of March.

Paper trail to be prepared in advance of the meeting showing costs of alternative designs, to include remaining acquisitions. This should show clearly what decisions are based on and what happens if something changes.

A discussion was held around the costs of realigning the road. This is a requirement of Highways -the pavement will need to be widened to include a pedestrian crossing. As noted previously it was stressed that budget lines ahead of meetings should be provided showing clearly budget implications for decisions made.

JT clarified that the previous scheme's construction costs were 6.5 million. The instruction (to RLB) was to save 1.5 million. Additional costs have been incurred for fees, Highways work and contingency. Information can be provided next week, to enable interrogation of the non-construction costs.

MT said the requirement of the Board was for a spreadsheet giving budget lines and narrative against each one. Columns should track dates that costs are taken out or added. An overview was also needed of where the designs are now.

JT advised that at the last Board RLB felt they had been given a clear direction to improve the pedestrian experience and provide better links to Fox Valley. Parking was also felt to be important.

WS added that a key item was the link from Button Row to Manchester Rd with ramped and stair access. The space at the bottom, next to Manchester Rd had been identified as an amphitheatre style performance space but without a stage so it could be used for market stalls, exhibitions and other events throughout the year.

Trees are a key consideration that have been included within the design, especially through the link from Button Row to Manchester Rd.

Layby access would be provided for parking. David Slack (Highways engineer) has suggested an option to extend parking times but this is still in review with Highways

JT clarified that the crossing on north side of Manchester Rd had been retained. Planters had been added, a market square, landscaping, stepped access and ramped access at different points to the shop units.

The SCP engineer will be working through the design in order to gain insight into the extent of the retaining wall between the link from Button Row and Manchester Rd, so we have allowed an allowance for this piece of work, until clarification is gained.

It was asked whether the designs were futureproofed to consider any opportunity to purchase the factory shop. JT explained that the level differences are the challenge of the site. There is an element of future proofing we cannot account for due to the large difference in levels etc. If the Factory shop is purchased and demolished, there will most likely be surrounding enabling works required. RLB scope has been to provide a concept design with the Factory shop in-situ.

It was discussed that in the previous minutes there had been a request not to reduce car parking times on the highway. There was a concern that the scheme was at risk of failure if parking could not be expanded. Edward St car park was under SCC management and may have potential to expand.

JQ provided some explanation around the timeline from Dec 24 to March 25 and the change in costs: A desk -based estimate of 8.2 million was provided for December 24, for the Board to consider several options including investing in the football pitch. But it was decided to remove the factory shop from the plans -resulting in a decreased estimate in January of 6.25 million using a desk- based estimate approach. Following more detailed analysis & estimate approach, the January figures have now increased to 6.9 million, giving more certainty to this estimate.

These costs have been worked up from the latest concept design, however RLB still await design input from SCP Engineers and cannot confirm the full cost plan total until the design is progressed into Riba 3 and 4 (as this is concept design stage).

A discussion was held around the current position of the Factory Shop. SM informed the board that at the point when SCC had taken the decision not to pursue the purchase the owner had intended to sell the site for housing. However, there was no indication currently that this was in progress.

It was noted that South Yorks police could provide advice on the designs, around the potential for some spaces to be used for anti-social behaviour or criminal activity.

Action: CC/ SM to liaise with Architecture Liaison Team.

It was noted that there had been a request 2 meetings ago for comfortable and pleasant external seating areas outside some of the shops/café's. It seemed that this would be limited/prevented by the proposed design due to the phasing of levels and

the bar in the design. Although there are seating and landscaped areas, this is not café style seating which is a selling point of the scheme.

JT explained that although this could be achieved there would be significant costs involved in moving the ground around.

SM advised that if the Board decision was now to look at increased parking at Edward St, this would need to be noted as a further change and funding identified. SCC budgets could be looked at but were limited.

Action: SM/MO'N to discuss any potential for this with transport and parking services

Item 4. Programme and Project Updates.

Hopper Bus

SM confirmed that funding has been paid to SPCT. Discussions are in progress around branding /logos for the bus. A meeting was scheduled with SPCT to review the routes but has had to be rearranged. As noted earlier, MT's office will collate comments.

It was noted that the Board is thrilled with progress of this and that it is now so close to delivery.

Shopfront Improvements

SM fed back that so far 4 or 5 shops have confirmed that they wish to proceed -they are all owners, not tenants. It was discussed that tenants may be likely to put pressure on the owners to sign up. However, a meeting has already been offered for all owners and tenants but was poorly attended. It is possible that some tenants have changed. Work cannot proceed without the owner's consent.

The intention is to proceed with 2 sample schemes, for St Luke's and 1 other shop.

Action: SM/MO'N to circulate list of current owners and tenants next week. It would be helpful to have all contact details on a spreadsheet provided this conforms to GDPR rules.

SM informed the Board that we are going out to procurement.

SM to discuss with MO'N before the next meeting.

It was noted that Voyager Arts wish to be included in the scheme. However, the pictures of proposed works show 2 brick columns between the shops. This would be a concern because it presents places to hide, and for debris to collect.

JT explained that the structural integrity of the canopy is not known at present, but this will have a bearing on the design.

Sports Hub: 3G Pitch

GS updated the Board on the fact that meetings are going ahead with the Football Foundation (FF). £750,000 has been allocated to the project which FF will match with £600,000. The intended site is Bracken Moor and the operator, Stocksbridge Steels Football Club. There are several caveats for the funding and Stocksbridge

Steels are supplying the required information. Regular meetings are planned, working towards the January 26 submission date. The original submission date was June 2025 but the FF do not believe it can be achieved in that timescale, due to the need to go through Planning, site investigations and to draw up the lease through SCC Legal team. It may be possible to speed up the latter process. The next deadline is the October submission.

It was agreed that MH to support GS in meeting with the club to provide the necessary documentation (GS has already linked up with Alex in MT's office who has been very helpful).

SM advised that the 3G pitch leads in SCC Leisure Service are Gareth Hayden and Kathryn Mudge.

Action: Info to Board report to be up to date.

Aim to fast-track submission to meet October deadline.

Track and Trails

Team to be reallocated. New members appointed to review. SM to provide support around the history.

Sports Pavilion

This project is currently paused to look at future options with the English Cricket Board (ECB) and the cricket club. Estimated costs are being gathered but there is no money in the budget at the moment.

519 Skills & Education Hub

TG and CC have met with the previous Board member (Dave Cates) to find out more about the background to discussions held with education providers previously. They have also met with Emma Beale (EB) from Northern College regarding the Memorandum of Understanding (MOU) that was established.

At the time that the MOU was drawn up, £350k was allocated for a 2- year scheme to cover IT skills, literacy and employment skills. EB would like to revise the document and there are other issues around the suitability of the space for delivery.

A discussion was held around the fact that it seems due diligence was not carried out historically (under the previous Co-Chair) in seeking partnerships with potential education providers. The Board expressed frustration that this process was not followed, resulting in lack of effective communication with Northern College -a provider who is highly valued locally. The MOU is not exclusive -there can be a mix of providers. The Board noted that the lack of clarity around the process followed in the past was not acceptable and that there needs to be a proper process put in place now to ensure due diligence and a paper trail.

Action: Meeting to be arranged with YM, MT, SM, MO'N, TG, CC and HO to draw up a brief for potential providers looking at issues such as timescales, core objectives of the bid and benefits to the public.

SM advised that when the Towns Fund was first established the original intention was to establish a 6th form college.

TG advised that he is due to meet with Laura Hayfield (SCC Employment and Skills) who is also meeting with GS and the CEO of STEP Business Centre. The offer through STEP is similar to that of Northern College but has a different funding stream. It was noted that the library will also be involved in the offer at the Community Hub, providing access to computers.

MT referred the Board to the 'Get Britain Working' White Paper which identifies the need for opportunities to engage young people not in employment, education or training (NEETS).

5. Finance and Funding updates

JQ provided an update. The finance report (appendix 2 to Board report) had not been provided in advance of the meeting, but February spend figures will be circulated following the meeting.

In Dec 24 -total project costs were 28.4 million (from a desk- based assessment). Revisions were made to a number of projects -eg the factory shop was taken out and some other items. This meant the costs -dropped to 26.3 million in January (again desk- based). The latest update is more refined for placemaking, Wayfinding has been added in for Jan -March and more costs for the Hopper Bus. These items are included in the budget summary table (item 7 of the report) The total is 27.2 million.

The Board requested detail on the £13 million expenditure on the Hub -giving a breakdown of costs (rather than a snapshot) as appendix 3.

It was noted again that the Board have higher expectations in terms of the granularity of financial breakdowns and costings and type of spend.

6. Communications and Engagement

SM advised that Leigh Sanders will pick up all communications, eg around governance issues, and work with RG Carter around engagement and arranging a public event.

MT advised that the Board need a communications brief or grid to show what public engagement, social media and other comms work is planned, tracking the development of the project. This should show key events over the next 3-6 months eg 519 enabling works in August, when designs will be signed off and so on, and core messaging to go alongside this.

Action: SM and MO'N to meet with LS to draft.

7. Dates of future meetings

Meetings are currently planned in the calendar and invites have been sent up to July. Dates have been identified for 3 more meetings to the end of the year:

Friday 12 September

Monday 20 October
Friday 5 December

Action: MC to send invites and add all meeting dates to the agenda for the next meeting.

7. Any Other Business

HO informed the Board that she has been in contact with local schools regarding street art (a requirement of the Towns Fund as part of the project). Primary schools have suggested a mural of children's art in the library, in the style of Lowry with themes of industry and the valley. The high school would like to involve technology and create a steel canopy in the performance space. All schools would like to include the project in their curriculum.

Action: HO to liaise with Alex Parker in MT's office

Date of next meeting: Mon 28 April, 9.30am, Stocksbridge Town Hall