

SCARBOROUGH TOWN DEAL BOARD

DATE: FRIDAY 19TH MARCH 2021

TIME: 10AM UNTIL 12NOON

VENUE: VIA ZOOM VIDEO CONFERENCE

AGENDA

1. APOLOGIES
 - Liz Small, NYCC
 - Richard Flinton, NYCC
 - Karl Battersby, NYCC
2. MINUTES OF LAST MEETING (ATTACHED) AND MATTERS ARISING
3. COVENTRY EXPERIENCE OF DIGITAL HERITAGE AND TOURISM – Dr Ben Kyneswood | Director | Coventry Digital and Dr Geoff Willcocks | Director | Arts, Culture & Heritage | Coventry University
4. TOWNS FUND ANNOUNCEMENT – AR/HJ
 - Accept offer of funding from MHCLG of Towns Deal funding
 - Next steps
5. FAST TRACK PROJECT UPDATE
 - Scarborough Wild Eye - AS
 - Re-greening the high street - HJ
 - Wayfinding & public Wi-Fi - HJ
 - Vinyl Wrapping & Public Art - HJ
6. COMMUNICATIONS UPDATE - EA
7. AOB
8. DATE OF NEXT MEETING
 - Friday 30 April 2021 @ 2pm

SCARBOROUGH TOWN DEAL BOARD

FRIDAY 12th FEBRUARY 2021

2PM VIA ZOOM VIDEO CONFERENCING

DRAFT MINUTES

IN ATTENDANCE

CHAIR David Kerfoot MBE DL DK YNYER LEP	Sue Anderson-Brown SAB Brunswick Centre
VICE CHAIR James Farrar YNYER LEP	David Stone DS CaVCA
Marc Cole MC SBC	James Goodall JG Scarborough Town Centre Team
Jackie Mathers JMa Coventry University Scarborough	Mark Williamson MW English Heritage
Karl Battersby KB NYCC	Robert Goodwill MP RG
Alex Richards AR SBC	Kerry Levitt KL MINUTES SBC
Vicky Bolton VB SBC	Ed Asquith EA Four Tigers Media
Lee Kilgour LK Scarborough UTC	Gareth Edmunds GE Anglo American
Alice Sharp AS COAST	Clare Harrigan CH Beyond Housing
Rosemary Du-Rose RDR Beyond Housing	Billa Duggall BD SBC
Helen Jackson HJ Projects Manager, SBC	Richard Grunwell RG Scarborough Business Ambassadors
Liz Small LS NYCC	Steve Bromham SB Save 9
Mike Greene MG SBC	

1. APOLOGIES

Richard Flinton, NYCC
Tricia Kane, MHCLG

2. MINUTES OF LAST MEETING AND MATTERS ARISING

- 2.1 Minutes of the meeting held on Friday 11th December 2020 agreed as a true record.
- 2.2 No matters arising.

3. FAST TRACK PROJECT UPDATE

- 3.1 HJ provided an overview on the progress of each of the 'fast track' projects. All projects are on schedule to be delivered within the funding criteria.

3.2 Vinyl wrapping

Project is progressing well. 12 artists have submitted artwork. 6 locations have been confirmed and the project team are working on identifying and confirming further sites. The project has been integrated with the wayfinding which will see artwork included on the monoliths.

3.3 Wayfinding & Gamification

The contract has been awarded for the manufacture of the monoliths and finger posts. Materials and paint colours have been sent to NYCC for approval.

The app is been developed which will include a number of trails encouraging people to explore the town. One of the trails will signpost people around the different artworks included in the vinyl wrapping project.

3.4 Re-greening the High Street

Locations have been identified for the new street furniture which will be delivered and installed in early April.

3.5 Scarborough Wild Eye

Work continues with the Wildlife Trust and Invisible Dust to create two pieces of public art, one in Scarborough and one in Whitby. The sculptures will be accompanied by a public engagement programme.

4. PREPARATIONS FOR STAGE 2

- 4.1 SBC are still awaiting an announcement on the outcome of the TIP submissions but have begun establishing the processes for Stage 2 in anticipation. The Board will have 2 months from the announcement and receiving heads of terms to confirm which projects within the TIP will be taken forward. There is a possibility towns may not be awarded the full ask.
- 4.2 HJ presented the requirements and steps the projects would have to meet to progress to Stage 2 development.
- Review project descriptions and outcomes
 - Prepare project brief, outline costings and a risk register
 - Carry out readiness checks
 - Develop organisational plan
- 4.3 These processes will identify the needs and capacity of the projects in order to develop to delivery and will help assess if the projects can be streamlined or secure match funding from other sources if Scarborough does not receive the requested amount.
- 4.4 Following confirmation of the projects, full business cases will need to be developed within 12months and will follow the LEPs 5 business case templates.
- 4.5 Putting the projects through SBCs project reassurance scheme will ensure that if Scarborough is unsuccessful with the Towns Fund, the projects will be ready for any other funding streams that become available.
- 4.6 SBC are finalising the work of the wider Masterplan for Scarborough which will be brought forward for engagement in the coming months.

5. COMMUNICATIONS UPDATE

- 5.1 EA is working on an 'immediate reaction' press release with a summary of all the projects ready for when the announcement is received. Following this, the detail of the projects with graphics can be looked at and shared.
- 5.2 A press release has been drafted for the re-greening the high street project but EA is waiting direction from SBC with regards to the links with the other fast track projects.
- 5.3 Extensive guidance has been received with the requirements surrounding public engagement and social-economic input is very important. EA has been attending national Town Deal meetings. Some towns are providing virtual exhibitions which is a consideration for Scarborough.

6. AOB

- 6.1 SBC have been informed they can apply for capacity funding up to £120k to assist with the preparations for the next stage and a bid will be submitted by Tuesday 16th February 2021.

7. SCHEDULE OF MEETINGS

- 7.1 Agreed to hold a meeting in March 2021, date to be confirmed, and then look at the frequency of meetings following this.