

Byker Trust Steering Group

Date: 12th May 2010

Present: Professor Peter Roberts, Carol Pyrah, Nick Kemp, Pat Ritchie, Steve Murphy, Jim Coulter, Herby Warren and Janice Downs.

In attendance: Richard Beedle, Katherine Robbie, John P Lee, Jen Robson, Jan Cromarty, Mark Ford

1 Apologies
Barry Rowland

2 Governance

2.1 Governance Arrangements

Steering group established to take forward work of Trust, Its role will be to:-

- Facilitate the establishment of the Trust;
- Facilitate the processes to secure investment;
- Develop the primary objectives of Trust; and
- Oversee communications and engagement activities.

Steering group in place until shadow or full board set up.

HCA led the Task Group. Strategic lead now from City Council with day to day management of project delivery by YHN. KR is seconded to YHN. Project team meeting fortnightly. NK requested list of officers involved in project team.

2.2 Workstreams.

1. Communications – JC leading and meeting on fortnightly basis.
2. Creating the Trust – RB leading – Eversheds giving legal advice (read across from advice given to Task Group)
3. Financial – Weedon Grant. Procurement well advanced.
4. Transforming Physical Aspects – Jon Mitford leading.
5. Broader Regeneration – Guy Currey leading.

Gaps in skills expertise held by YHN/CC/HCA are to be filled through procurement.

Faithful & Gould – checking investment costs.

IPD – Strategic vision

Comms & Engagement/ITA – procurement ongoing.

Budget agreed - £500k to take trust with substantial sum for comms & engagement.

TSA Bid for Engagement funding has been caught up with purdah & decision due in a few weeks time. This has not held up comms work.

Positive vote is essential. Communications is very important. There needs to be a common agenda to avoid duplication and a clear concise message.

Change in government - Views on review of HRA is not known and its effect on the proposed date of transfer. Need to check out with CLG HRA reform timetable dictates the current timetable to establish the trust. Agreed but timetable to be stuck to in meantime.

PR raised Governance arrangements – relationship between Steering group and project Team. CC strategic lead – who is CC lead? Role of Steering group and link to project? Named responsible person at CC needed. Relationship with day to day working of project.

Clear series of meetings of Steering Group needed.

Detail of budget & management of budget.

Who's doing what by when?

JPL responded - Understanding that BAR is strategic lead – JPL has been commissioned by BAR but arrangements need tightening up. Happy to bring paper on budget next time but emphasised the need to maintain flexibility.

PPR asked that the paper be pre-circulated.

NK asked for clarity on the roles & responsibilities of groups. Need clarity on remit/right of veto etc?

JPL responded that Project Team delivers and the Steering Group directs the work of Project Team.

Agreed that monthly meetings of the steering group are not enough. Need to meet fortnightly but chair not available for next meeting. Emphasised whoever the representatives from each organisation are in attendance at meetings need to be able to make decisions. Substitutes are needed if steering group members cannot attend. High level decision timetable needed to be clear what key decisions need to be made when.

There has been a lot of activity on the project but agreed that visibility to residents and this group is an issue. Need more details on the work groups & how they connect back. How is this group going to shape strategic decisions? Move quickly on work to raise awareness from resident's point of view.

Weekly e-update is circulated around key staff and ward members and can be sent to Steering Group members to keep them up to speed on progress

Briefing Note for New Minister

Propose to send a letter & attach note – has been drafted by PPR.

Invite for minister to visit to demonstrate pilot for community regeneration. NK asked to see letter.

Nick Brown has asked to brief minister.

Important to consider other ways of briefing ministers e.g. through the HCA briefing.

PPR briefing Cllr Shipley tomorrow and he should be kept fully in the loop. Also GONE – Jonathan Blackie – copy of letter to Housing Minister.

3 Project Timetable

Project timescale very challenging and many tasks will need to be run in parallel.

- Options Appraisal
- Approval to proceed – August
- Offer
- Ballot – Oct Managed by ERS
- Board Establishment
- Removal of Byker from HRA

Knocking on door to get votes is important.

Postal votes usually gets higher amount. Advice needed from ERS

Things in parallel & start work at risk but need to do this for timetable.

Fast decisions will be needed at times. Agreed that some delegated authority is needed if timetable does not allow decisions being brought to board.

Mechanism needed. Suggested - Chair/RB/JPL and one other.

Proposal - JPL to make proposals - with NK/PPR/ BAR to take quick decisions if needed.

4 Boundary definitions

There are 3 or 4 working definitions of Byker

Need to take account of Owner/occupiers and leaseholders

Byker boundary is traditionally defined as :

Allendale Road to Byker Bank

Shields Road to Walker Road

Can't transfer privately owned sites. How we address private properties within neighbourhood?

Development sites within boundary – City Council needs to make decision for a comprehensive approach

Broader Regeneration approach need to tackle deprivation:

Investment into private areas within the boundary needs to be considered, SLA agreements with such areas e.g. landscape maintenance, PCT, policing

What upgrade needs to be defined before maintenance regime put in place?

For next meeting – plan with a proposition for private sector properties

5 Bolam Coyne

Could be demolished if applicant had made every attempt and failed to :

- bring back into use
- offered on open market
- secure public sector funding

HCA Grant aid – provisional offer made.

Tender due to go out next Monday with clear ask on design and price.

Local people will be involved in evaluation and EH have been involved in drawing up scheme so far.

HCA require start on site Jan 2011. Confident that its possible if designs returned via tender are acceptable.

Concern that residents have actively participated in Bolam Coyne over a long period as part if the Design Competition and that the scheme did not come to anything.

The evaluation will be reported back to this group and then to YHN board

Design Vision

IDP have been commissioned to do work which will contribute to the offer document.

They will engage with residents via TARAs and will then produce designs which will be brought to Steering Group in 2/3 months time.

The idea is to provide costed options to form basis of offer document

Private Sector Partner

Paper to propose best way to secure P.S.P so that activity can start as soon as trust is established. Choices, options and timeframe will be brought to this group in about 1 months time.

It will cover issues such as what can be covered by existing framework – wall, grounds maintenance and hard and soft landscaping.

It will consider how best to use local employment etc – skills upgrade etc

Will then need to create indicative work packages and price + other quality benefits.

6. Comms and Engagement

Away day with residents next Friday

Tender for ITA and Communications work out to tender and residents will be involved in the interviews,

At the next Steering Group there should be an action plan to sign off.

JCo offered the services of the BNG communications officer who would be happy to help.

PPR has received an offer from the University to assist.

7. Creating the Trust

- Registered RSL
- Co ltd by G } concerns, restrictions etc
- Registered charity }
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Procuring Legal/financial advice - revisit Industrial and Provident Society (IPS) model. Evaluation needed in detail with the aim of maximising investment, minimising tax and minimising cost of borrowing. Aim for paper next meeting.

Legal structure/financial viability need to plug in together.
Considered discussion needed re: these including advisors at those discussions – City Council needs to be at the table with a senior financial officer.

Mitch Brown from Eversheds to be invited to meeting in June with Financial advisors possibly 2 weeks later?