

Town Deal Board

Tuesday 24th November 2020

9am



Online- Microsoft Teams

PRESENT: Alby Pattison, AP Services (North East) Limited (Chair) (AB)
Adam Suleiman, BEIS (AS)
Adrian Coates, BEIS (AC)
Alison Fellows, Tees Valley Combined Authority (AF)
Alison Powell, Arcadis
Beverley Bearne, Hartlepool Borough Council (BB)
Cllr Shane Moore, Hartlepool Borough Council (SM)
Craig Dohring, Hartlepool Power Station (CD)
Darren Hankey, Hartlepool College of Further Education (DH)
David Tuck, Genecon (DT)
Denise McGuckin, Hartlepool Borough Council (DMc)
Ed Cardwell, Arcadis
Gary Wright, North Tees and Hartlepool NHS Foundation Trust (GW)
Ken Coupar, Genecon (KC)
Kirsty Swanson, Hartlepool Borough Council (KS)
Martin Raby, Northern School of Art (MR)
Maxine Craig, Love Hartlepool (MC)
Rachel Anderson, NECC (RA)
Rob Smith, Hartlepool Borough Council (RS)
Roslyn Adamson, National Museum of the Royal Navy (RA)
Simon Hanson, Federation of Small Businesses

Copy of paperwork to Marie Kiddle, Homes England for information

NO	DETAIL	ACTION
1.	<p><u>WELCOME</u></p> <p>The Chair opened the meeting and welcomed new attendee Rachel Anderson, NECC.</p>	
2.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Cllr Mike Young, Hartlepool Borough Council Julie Gillon, North Tees and Hartlepool NHS Foundation Trust Marc Watterson, ARUP- Town Deal Partner Martin Jesper, Hartlepool United Football Club.</p>	

NO	DETAIL	ACTION
3.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>Darren Hankey recorded an interest in the Health and Care Centre of Excellence and Tees Valley Civil Engineering Institute.</p>	
4.	<p><u>MINUTES OF THE PREVIOUS MEETING – 27th OCTOBER 2020</u></p> <p>Minutes to be amended to reflect concerns expressed by MR regarding any option that does not result in the full completion of the Re-imagining Middleton Grange Shopping Centre project. MR stated that a partially completed scheme could undermine public confidence and the ability to achieve buy-in from the public. MR expressed that this had not been reflected sufficiently in the previous minutes.</p> <p>The remainder of the minutes were accepted by the Board as a true and accurate record.</p> <p>Minutes to be updated and recirculated.</p>	RS
5.	<p><u>PROJECT PRIORITISATION OUTCOME</u></p> <p>A discussion paper “<i>Finalising Projects 2020</i>” was circulated to the Board by email on the 5th November 2020. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, para 3) information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> <p>This paper set out two packages of projects for consideration following the debate at the Town Deal Board on the 27th October 2020.</p> <p>Board Members were requested to state their preference for either:</p> <p>A) The Core Package</p> <ul style="list-style-type: none"> • Re-Imagining Middleton Grange Phase 1 • Waterfront Connections (Circuit Phase 1- No Bridge) • Health and Care Centre of Excellence • Tees Valley Civil Engineering Institute <p>B) The alternative package including Wesley Chapel</p> <ul style="list-style-type: none"> • Re- Imagining Middleton Grange Phase 1 (reduced works) • Waterfront Connections (Circuit Phase 1- No Bridge) • Health and Care Centre of Excellence • Tees Valley Civil Engineering Institute • Wesley Chapel Hotel 	

NO	DETAIL	ACTION
	<p>A discussion took place around the comments that were received from Board Members, in advance of the meeting, explaining their voting preferences.</p> <p>MR submitted comments in advance of the meeting to explain why he could not support either option as they were presented. MR raised concerns about the value of some of the projects such as the Health & Social Care Centre of Excellence and how this will substantially boost employment and drive additional higher paid employment without attracting new economic activity to the town. The comments questioned whether the project aligns with the Towns Fund guidance. MR set out alternative options including an option with Reimagining Middleton Grange being funded in full alongside the Wesley Chapel. The importance of the “Waterfront to Heart Connections” project was highlighted together with a preference for a small element of revenue spend to fund a Project Manager to coordinate and publicise the ongoing Church Street initiative.</p> <p>The Chair acknowledged these comments within the meeting and requested that a written response is sent to MR addressing the concern with the Health and Care Centre of Excellence project.</p> <p>Wesley Chapel- SM requested a legal commitment for Jomast to directly give something back to the town such as a hospitality training commitment with local colleges.</p> <p>A discussion took place around the proposed partial completion of the Re-imagining Middleton Grange project that was outlined in option B.</p> <p>Concern was raised around leaving a partially completed project should the board vote for option B. This would require additional funding that isn't guaranteed at this stage, therefore creating additional risk that the building would remain empty and the benefits wouldn't be realised in the short term.</p> <p>It was discussed that this was always intended to be an initial step and first phase of part of a much larger project to reshape the town centre. At this stage we have insufficient information to be too prescriptive about the project detail and timings. This detail would be developed during the business case stage should the Government approve the project and agree Heads of Terms for the Town Deal.</p> <p>The scope of the project would have to be adjusted accordingly when the detail is available at the business case stage. The project was chosen due to its alignment with the broader plans for the area, its spatial location at the “Heart of Hartlepool” and the opportunity to complement the connectivity improvements and recent investment within the area. Taking this initial step will set the direction of travel and underpin later bids for funding such as the Future High Street Fund when the next bidding round is announced.</p> <p>Concern was also raised about potential State Aid implications with the Wesley Chapel project.</p>	<p>RS</p>

NO	DETAIL	ACTION												
	<p>A total of 14 votes were received in advance of the November Board meeting which are recorded below:</p> <table border="1" data-bbox="231 376 1339 857"> <thead> <tr> <th data-bbox="231 376 600 450">Option</th> <th data-bbox="600 376 804 450">Number of Votes</th> <th data-bbox="804 376 1339 450">Board Members in Favour of Option</th> </tr> </thead> <tbody> <tr> <td data-bbox="231 450 600 595">The Core Package</td> <td data-bbox="600 450 804 595">6</td> <td data-bbox="804 450 1339 595">Alison Fellows, Craig Dohring, Julie Gillon, Maxine Craig, Simon Hanson, Ros Adamson</td> </tr> <tr> <td data-bbox="231 595 600 781">The alternative package including Wesley Chapel</td> <td data-bbox="600 595 804 781">7</td> <td data-bbox="804 595 1339 781">Alby Pattison, Cllr Christopher Akers Belcher, Darren Hankey, Mike Hill, Denise McGuckin, Cllr Shane Moore, Cllr Mike Young</td> </tr> <tr> <td data-bbox="231 781 600 857">Neither option</td> <td data-bbox="600 781 804 857">1</td> <td data-bbox="804 781 1339 857">Martin Raby</td> </tr> </tbody> </table> <p>The Chair proposed to adopt Option B “The alternative package including Wesley Chapel” based on the majority of votes. This was seconded by Cllr Shane Moore and supported by Denise McGuckin. There were no objections.</p> <p>DECISION: The Board formally approved Option B “The alternative package including Wesley Chapel” to form the basis of the Town Investment Plan.</p> <p>Details of the vote will be published on the website, within the minutes for transparency.</p>	Option	Number of Votes	Board Members in Favour of Option	The Core Package	6	Alison Fellows, Craig Dohring, Julie Gillon, Maxine Craig, Simon Hanson, Ros Adamson	The alternative package including Wesley Chapel	7	Alby Pattison, Cllr Christopher Akers Belcher, Darren Hankey, Mike Hill, Denise McGuckin, Cllr Shane Moore, Cllr Mike Young	Neither option	1	Martin Raby	
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6.	<p><u>PUBLIC ENGAGEMENT EXERCISE</u></p> <p>RS provided a presentation for the above item.</p> <p>The level and quality of community engagement – what has been done so far and what is planned in the future – will be a key factor when assessing and agreeing the Towns Deals. Every TIP should also include a stakeholder engagement plan.</p> <p>It is important to monitor and evaluate whether the engagement achieves its purposes so adjustments can be made. Board members were requested to provide feedback from the first round of engagement.</p> <p>A Sub-Group has been established with Maxine Craig, Alby Pattison and Steve Hilton from Council’s Communications and Marketing team to look at the next round of engagement activity. They have been considering the objectives and scope of the next round of engagement.</p> <p>The sub group has identified a number of objectives for the next round of engagement including feeding back on findings from the previous</p>	ALL												

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	<p>AP proposed the use of Love Hartlepool Branding which was seconded by SM.</p> <p>The Love Hartlepool brand was approved by the Board with no objections.</p> <p>DMc raised concerns regarding consultation with Care Homes due to their increased workload due to COVID requirements.</p> <p>COVID restrictions need to be reflected in the engagement exercises.</p> <p>MC confirmed that the High Street Task Force is a really good entry point to ensure the relevant networks are brought together.</p> <p>It was noted that as the programme is progressing quickly it maybe that decisions need to be made via email rather than waiting for the next Board meeting.</p>	
7.	<p><u>RESULTS OF INFORMAL CHECK AND CHALLENGE WITH TOWN DEAL PARTNER</u></p> <p>RS provided a presentation for the above item.</p> <p>An informal Review had taken place with the Town Deal Partner on the 10th November 2020. This was a light touch review before main Check & Challenge session focusing on Town Investment Plan structure, need, vision and strategy.</p> <p>The aim was for the Town Deal Partner to be a critical friend providing an open, honest review of the Town Investment Plan before the TIP submission deadline – <i>this was not about signing off the TIP</i></p> <p>Only the Stage 1 report was reviewed. The TIP review did not include an in-depth review of the individual projects.</p> <p>The feedback from the informal review was very positive and that Hartlepool had a Strong Stage 1 report that compared very well to others that had been through the same process. There was a great narrative style and clear evidence of strategic thinking.</p> <p>It was stated that the TIP needs a summary at the start to set the scene, summarising Hartlepool’s vision and the proposed projects with a diagram or map to show proposed project locations.</p> <p>Additional work is required to make the vision more distinctive to Hartlepool to pass the “Tippex Test”- meaning that you should be able to tell the Investment Plan is about Hartlepool even if you remove the word “Hartlepool”.</p>	

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	<p>There needs to be an increased consideration of clean growth and national strategies.</p> <p>Need to make sure there's a clear and readable golden thread of logic building up to the proposed projects. It was suggested to avoid repeating elements of the evidence base and to ensure a clearer flow across the different document sections. (This is partly due to Government's recommended structure).</p> <p>Consultation & Engagement: Where is the 'so what'? We need to show how the results from consultation informed and influenced the projects. More quotes from local people could be added to enrich the narrative.</p> <p>RS had questioned what the expectation was around the deliverability position of projects to be included within the TIP. The Local Growth Unit confirmed that Part 2 of the TIP should be completed with as much information as is available at the time of submission, with any further investigations needed to be clearly set out. A separate session is being arranged with the Town Deal Partner around deliverability. A formal Check and Challenge Session on the final TIP will be arranged for December.</p> <p>Genecon will respond to the comments and produce a new draft by the 4th December.</p> <p>Arcadis are currently revising and improving the quality of the plans.</p> <p>It was recommended that HBC contact arm's length bodies mentioned in the Towns Fund Further Guidance to discuss alignment with their plans and priorities. Arm's length bodies will be consulted on the TIP so it is useful for them to have knowledge of the projects in advance. A meeting has already been held with Shona Duncan, Head of Education, Employment and Skills at Tees Valley Combined Authority.</p> <p>RS to contact arm's length bodies and feed any comments back to the Board.</p> <p>AP will continue to feedback the discussions from the Town Deal Board Chairs Forum. AP confirmed that the recommendations from the TIP review reflected discussions within the other Town Deal Chairs.</p> <p>All presentations from today's Board meeting to be shared with the minutes.</p> <p>The next draft of the TIP will be circulated by email after the 4th December. AP welcomed comments on the next draft and stated that views would be very much valued from the board.</p>	<p></p> <p>RS</p> <p>AP</p> <p>RS</p> <p>ALL</p>
8.	<p><u>TIMESCALES AND NEXT STEPS</u></p> <p>RS provided a presentation.</p>	

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	<p>The next steps in the process were outlined.</p> <table border="1" data-bbox="231 338 1339 719"> <thead> <tr> <th data-bbox="231 338 576 376">Date</th> <th data-bbox="576 338 1339 376">Task</th> </tr> </thead> <tbody> <tr> <td data-bbox="231 376 576 414">4th December</td> <td data-bbox="576 376 1339 414">Draft Town Investment Plan Produced</td> </tr> <tr> <td data-bbox="231 414 576 452">4th Dec. - 5th Jan.</td> <td data-bbox="576 414 1339 452">Public Engagement Exercise</td> </tr> <tr> <td data-bbox="231 452 576 490">5th- 9th January</td> <td data-bbox="576 452 1339 490">Analysis of Consultation Results</td> </tr> <tr> <td data-bbox="231 490 576 562">15th January</td> <td data-bbox="576 490 1339 562">Town Deal Board- Provisional</td> </tr> <tr> <td data-bbox="231 562 576 633">18th January</td> <td data-bbox="576 562 1339 633">Finance and Policy Committee</td> </tr> <tr> <td data-bbox="231 633 576 672">18th- 29th January</td> <td data-bbox="576 633 1339 672">Final Updates (if required)</td> </tr> <tr> <td data-bbox="231 672 576 719">29th January</td> <td data-bbox="576 672 1339 719">Submission of Investment Plan</td> </tr> </tbody> </table> <p>Development of Project Templates: Need to finalise the detail for each of the projects and complete the templates. This involves identifying the match funding, developing the outputs and financial profile and identifying how the projects fit into the overall delivery plan. We also need to develop the key milestones before the projects can be completed and alignment with the national programmes. We need to respond to the comments that have been received to date from the Town Deal Partner and Board.</p> <p>Engagement Strategy: The engagement strategy needs to be finalised with a plan for ongoing engagement past the submission of the TIP.</p> <p>Production of Engagement Material: Communications strategy, questionnaires and exhibition material need to be produced. A sub group meeting will be arranged to agree the detail. Arcadis are currently developing the draft consultation material (including online exhibition) and draft questions. This will be refined and approved before the end of the month. The activities will be programmed throughout December and early January.</p> <p>Rachel Anderson to join engagement sub group.</p> <p>Check and Challenge Session: Once the TIP has been developed we will arrange a formal Check and Challenge Session with the Town Deal Partner that will focus on the project detail.</p> <p>Further Project Development: Develop partnership agreements, project images and ensure that we have the necessary detail about timescales for the Investment Plan submission. We need to provide the required level of detail to evidence deliverability and ensure that we are transparent about risk.</p> <p>Formal Sign-Off: The Investment Plan has to be endorsed by the Council's Finance and Policy Committee on the 18th January 2021 before submission. It is also proposed to hold a Board meeting in January to endorse the draft. The results from the engagement exercise will be verbally presented to the Committee.</p>	Date	Task	4 th December	Draft Town Investment Plan Produced	4 th Dec. - 5 th Jan.	Public Engagement Exercise	5 th - 9 th January	Analysis of Consultation Results	15 th January	Town Deal Board- Provisional	18 th January	Finance and Policy Committee	18 th - 29 th January	Final Updates (if required)	29 th January	Submission of Investment Plan	<p>RA</p>
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NO	DETAIL	ACTION
	<p>Legal advice has been commissioned from DWF to advise on any state implications relating to the Wesley Chapel project. The advice will be reported back to the board as soon as it is available.</p> <p>RS to circulate timetable and identify when input will be required from the Board.</p>	<p>RS</p>
<p>9.</p>	<p><u>ANY OTHER BUSINESS</u></p> <p>An action tracker is being developed for the board which will be circulated in advance of the next meeting</p>	<p>RS/KS</p>
<p>10.</p>	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>TBC January 2021.</p> <p>Board Member to be kept up to date by correspondence in advance of the next board meeting.</p>	<p>AP/RS</p> <p>AP/RS</p>

ACTIONS

MEETING DATE	ITEM NO	ACTION	RESP OFF	DEADLINE
24 th November 2020	4	<u>MINUTES OF THE PREVIOUS MEETING – 27th OCTOBER 2020</u> Minutes to be amended to reflect concerns expressed by MR. Minutes to be updated and recirculated.	RS	January 2021
	5	<u>PROJECT PRIORITISATION OUTCOME</u> Written response is sent to MR addressing the concern with the Health and Care Centre of Excellence project.	RS	January 2021
	6	<u>PUBLIC ENGAGEMENT EXERCISE</u> Board members were requested to provide feedback from the first round of engagement.	All	January 2021
		Board Members were requested to publicise the engagement through their networks. The Board were requested to feedback any activities that they would like to see included within engagement process (now or in the future) or any Stakeholders that can be consulted within the ongoing activity.	All All	January 2021 January 2021
7	<u>RESULTS OF INFORMAL CHECK AND CHALLENGE WITH TOWN DEAL PARTNER</u> RS to contact arm's length bodies and feed any comments back to the Board. AP will continue to feedback the discussions from the Town Deal Board Chairs Forum. All presentations from today's Board meeting to be shared with the minutes.	RS AP	January 2021 January 2021	

	The next draft of the TIP will be circulated by email after the 4 th December. AP welcomed comments on the next draft and stated that views would be very much valued from the board.	RS All	January 2021 January 2021
8	<u>TIMESCALES AND NEXT STEPS</u> Rachel Anderson to join engagement sub group. RS to circulate timetable and identify when input will be required from the Board.	RA RS	January 2021 January 2021
9	<u>ANY OTHER BUSINESS</u> An action tracker is being developed for the board which will be circulated in advance of the next meeting	KS/RS	January 2021
10	<u>DATE AND TIME OF NEXT MEETING</u> TBC January 2021. Board Members to be kept up to date by correspondence in advance of the next board meeting.	AP/RS AP/RS	January 2021 January 2021

COMPLETED ACTIONS

MEETING DATE	ITEM NO	ACTION	RESP OFF	DEADLINE