## **C:\Users\EDPLRS\Desktop\HBC-Logo-CMYK_1_.jpgHartlepool Town Deal Board**

## **Friday 14th January 2022**

## **9am**

**Online- Microsoft Teams**

**PRESENT:**

|  |  |
| --- | --- |
| Name  | Organisation / Representing |
| Alby Pattison (AP) | Chair |
| Darren Hankey (DH) | Hartlepool College of Further Education |
| Mark Rycraft (MR) | Middleton Grange |
| Beverley Bearne (BB) | Hartlepool Borough Council |
| Rachel Anderson (RA) | North East Chamber of Commerce |
| Martin Raby (MRa) | Northern School of Art |
| Maxine Craig (MC) | Love Hartlepool |
| Cllr Cameron Stockell (CS) | Hartlepool Borough Council |
| Reshma Begum (RB) | Federation of Small Business  |
| Ros Adamson (RA) | National Museum of the Royal Navy |
| Gary Wright (GW) | NHS |
| Cllr Shane Moore (SM) | Hartlepool Borough Council |
| Toni Rhodes (TR) | Hartlepool 6th Form College |
| Craig Dohring (CD) | EDF Energy |
| Ethan Dodds (ED) | Office of the MP |
| Tom Farmer (TF) | Dept. for Business Energy & Industrial Strategy |
| Paul Taylor (PT) | Hartlepool Borough Council |

| **NO** | **DETAIL** | **ACTION** |
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| **1.** | **WELCOME** The Chair (DH) opened the meeting and welcomed everyone, thanking members for their commitment of time. |  |
| **2.** | **APOLOGIES FOR ABSENCE**Denise McGuckin – HBC Beth Watt, HBC (BW)Sarah Walker - TVCAAlison Fellows – TVCA (AF)Marc Watterson – ArupPT informed the Board that the Arup support contract has now ended and Marc Watterson steps down from the Board. The Chair asked PT to write to March expressing sincere thanks on behalf of the Board for all the support for Hartlepool’s programme.  | **PT** |
| **3.** | **DECLARATIONS OF INTEREST AND ANNUAL REVIEW**There were no Declarations of Interest not already recorded at previous Board meetings |  |
| **4.** | **MINUTES OF THE PREVIOUS MEETING – 30th July 2021** Recorded as an accurate record. PT informed the Board that all action items under the previous minutes were covered under specific agenda items later in the meeting, including Project timetable, risk registers and communication & engagement.  |  |
| **5.** | **CDEL DRAWDOWN REPORT**PT presented the previously circulated report on the 5% capital funding pre-payment status in our Town Deal programme and updated Board members on the status of the funding. PT highlighted the value of the upfront funding, £1.25m which has been secured in December, but also highlighted risks and the process for making it available to projects. GW highlighted that early draw down of possibly £50k - £60k might benefit the Health and Social Care Academy project and requested timescales for submitting a request. PT stated that the next Board meeting for receipt of proposals is 24th February and will require request to be made to the Town Deal Project Manager by 17th February at the latest.AP was conscious of tight timescales across all projects and highlighted that we should look to use email and other means of securing decisions given that Board meetings are only every 6 weeks. The Board agreed to the recommendations that any requests for early CDEL drawdown against individual projects:- Are submitted by the named project lead to the Town Deal Project Manager- Have the support of all nominated Board Members on that project- Report the benefits to the project and the overall programme to Board as well as risks associated with early spend- Must have Board approval before submission to the accountable body- Must secure Section 151 Officer approvalInformation to be circulated to Board Members and Project Leads on proposals for utilising capital funding pre-payment.  | **PT** |
| **6.** | **PROGRAMME UPDATE AND REPORTING DASHBOARD**PT provided a brief programme update and presented the latest Dashboard slides, which will be circulated after the meeting. A significant amount of work continues to take place in this key second stage of developing the project business cases, and Board members and wider stakeholders were thanked for providing a lot of information, data, time and support often to tight timescales. The main Dashboard updates were as follows: * Stage 2 Business Case Development continues
* Market analyses, detailed evidence bases continue
* Project Group Stakeholder workshops scheduled for 23 – 26 January
* Communications and Engagement practitioner delayed now progressing
* CDM development with Jacobs continues
* ARUP development session held on 1st December although impacted by illness and Covid
 | **PT** |
| **7.** | **PROJECT UPDATE - MIDDLETON GRANGE SHOPPING CENTRE**PT presented the slide deck for Agenda items 7 – 11 on the five project updates. These slides will be circulated after the meeting for Members and includes the current timelines for development of each project Business Case.Options appraisal continues around new layouts and a phased approach to interventions. Testing of end uses for the Binns building continues, and impact assessments being undertaken.RA commented on the really good options workshop that was held and commended the positive, honest session in developing the project further. MC asked if open space and public realm was still included in the options and PT confirmed that it was part of all the options at this stage. PT confirmed that a request for visuals would be made to present to the next Board meeting. MR highlighted some of the proposals being assessed such as the inward looking aspect of the shopping centre which needs addressing, that the landlord is very keen to work with HBC and partners on delivering exciting change, and potential for leisure needs examining. | **PT** |
| **8.** | **PROJECT UPDATE - WATERFRONT** PT highlighted that the options appraisal continues as a result of workshop findings with a focused approach around phasing works including those pre July 2023. Strong focus around way finding, lighting, cycle connectivity and linking expansion plans with NMRN. PT highlighted that the links have been made with Network Rail, the steering group and the Hartlepool Station Upgrade project. SM was keen to see some early wins and improvements to the area ahead of the Tall Ships in July 2023 as this would showcase the town, and the CDEL drawdown funding would be ideal to utilise for this work. PT confirmed that phasing of the works would provide for early delivery pre July 2023. RA highlighted that the very tight timescales for business case development put a lot of pressure on wider improvement and expansion plans and may therefore not align with other regeneration activities.  |  |
| **9.** | **PROJECT UPDATE - HEALTH AND SOCIAL CARE SKILLS ACADEMY**PT highlighted the current timescales for expected receipt of reports and the draft Business Case and highlighted the significant amount of work being undertaken on the analysis. The Strategic Case is now with partners and 2021 data is being incorporated into the Business Case. GW expressed concern over the issue of the business case being May and notJanuary. PT highlighted the level of work involved to ensure the robust case was submitted. GW asked for dates of further workshops and PT will confirm.MRa expressed his concerns at the timetable for development of the Business Case, why dates had been moved back, and questioned the ability of the team to deliver to this timetable. PT reiterated that the development of a Green Book compliant Business Case was a significant piece of work and would be submitted within the 12 month window. MRa requested assurance on timescales. MC stated she had confidence in the officers managing the programme to deliver this stage on time and suggested requesting reassurance from Jacobs on the timeline. BB also highlighted that the officers were working hard in delivering the programme and that issues were being worked through on the project.DH stated his confidence in the Academy projects and where they were at but highlighted that they were the smaller of the business case projects and assurance would be beneficial on the other, larger schemes. PT will seek that assurance. CD asked whether the Board should receive a paper on any issues likely to hinder progress and whether a recovery plan should be put in place. AP will meet with officers on this issue. GW encouraged widening of the Project Group to ensure other education providers were part of the development of the project, and DH was supportive of this approach. | **PT****PT / AP** |
| **10.** | **PROJECT UPDATE - CIVIL ENGINEERING SKILLS ACADEMY**PT presented the timeline for the project and that the RIBA Stage 1 report is due on 26th January. The development of the cost plan is the priority over coming weeks. As the cost and strategic plan develops, there will be a review of whether to proceed with a single business case, or explore option of two business cases, one for each of the sites.  |  |
| **11.** | **PROJECT UPDATE - WESLEY CHAPEL**PT highlighted that a very positive meeting had been held with the owners on 13 January, and AP informed the Board that he was pleased the project was moving in the right direction. A revised cost plan is being developed week beginning 17th January and development appraisal being updated to ensure that the business case is founded on robust data.   |  |
| **12.** | **COMMUNICATIONS AND ENGAGEMENT**PT stated that since the last Board meeting, we’re grateful to GW for securing the support from Julie Gillon in the Trust to support the Practitioner post, and will begin expediting this support from next week.  |  |
| **13.** | **POLICY UPDATE** There were no policy updates this month. |  |
| **14.** | **ANY OTHER BUSINESS**MC enquired about the MP’s involvement in the Board as they have not been present since the first meeting. ED stated that as Parliamentary Assistant to the MP he had attended as substitute for the MP. MR highlighted that substitute attendees need to be identified at the start of the meeting. ED will feed back to the MP, and AP stated that he will communicate with the MP on future meeting dates and involvement.  | **AP** |
| **12.** | **DATE AND TIME OF NEXT MEETING** Friday 25th February at 9am, currently to be held on Teams |  |