## **Hartlepool Town Deal Board**

## **Friday 20th May 2022**

## **9am**

**Online- Microsoft Teams**

**PRESENT:**

|  |  |
| --- | --- |
| Name | Organisation / Representing |
| Alby Pattison (AP) | Chair |
| Darren Hankey (DH) | Hartlepool College of Further Education |
| Mark Rycraft (MRy) | Middleton Grange |
| Denise McGuckin | Hartlepool Borough Council |
| Rachel Anderson (RA) | North East Chamber of Commerce |
| Maxine Craig (MC) | Love Hartlepool |
| Reshma Begum (RB) | Federation of Small Business |
| Gary Wright (GWr) | NHS |
| Cllr Shane Moore (SM) | Hartlepool Borough Council |
| Tom Farmer (TF) | Dept. for Business Energy & Industrial Strategy |
| Paul Taylor (PT) | Hartlepool Borough Council |
| Beth Watt (BW) | Hartlepool Borough Council |
| Gary Wilson (GWi) | Jacobs |
| Lauren Thwaites | Jacobs |
| Craig Dohring | EDF Energy |
| Toni Rhodes | Hartlepool 6th Form College |
| Ros Adamson | Nation Museum of the Royal Navy |
| Sarah Walker |  |

| **NO** | **DETAIL** | **ACTION** |
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| **1.** | **WELCOME**  The Chair (AP) opened the meeting and welcomed everyone, thanking members for their commitment of time. |  |
| **2.** | **APOLOGIES FOR ABSENCE**  Martin Raby (MRa) – has still sent in comments on the papers  Gill Mortimer (GM)  AP highlighted that if members can’t make the meetings they can still submit comments.  Others on last meeting but not this one:  Bev Bearne  Cllr Cameron Stockell (CS)  Alison Shepard (AS)  Alison Fellows |  |
| **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 – 25th February 2022**  No matters of accuracy were raised.    PT confirmed that all action items from the previous meeting have been covered and raised one item of note, the issue of cost inflation. Inflation was discussed at the last meeting; this is an ongoing issue to monitor and we are liaising with the Department for Levelling Up and TF.  AP added that it would appear issues around cost inflation are seen as an issue across the country and by all towns that received funding. We are not isolated in wondering what the way forward is, but we will keep all posted and there is action underway to see if there is scope for more funding. |  |
| **5.** | **5% CDEL DRAWDOWN REPORT**  PT informed the Board that following the last meeting, where we had three requests for drawdown funding for the NHS Academy, the Civils Academy, and Middleton Grange, grant agreements were drawn up and issued in March. Those proposals were subsequently approved by our Section 151 Officer in early April and orders for these works were placed in early May.  PT gave his thanks to Gary at the NHS and to Sarah in Seymours.  PT informed the Board that in terms of potential new proposals to accelerate the project, we have had discussions with Jomast regarding structural surveys and early strip out at Wesley Chapel, and advancing the topographical surveys for the Waterfront.  **5a - Health and Social Care Skills Academy**  GWr updated the Board on the progress at the Health and Social Care Academy. The procurement of required work started prior to receiving the funding, which has since happened, and we are now several weeks into design work with the architects. GWr is hopeful that by the next meeting, he should be in a position to give more detail around design and costing.  PT gave his thanks for expediting the works.  **5b - Civil Engineering Skills Academy**  PT confirmed that the survey work under the Civil Academy drawdown begins next week.  **5c - Middleton Grange**  BW updated the Board on Middleton Grange. The Topographical Survey started on Tuesday at the Binns building, the Utilties Survey will be next week, and the Building & Structural Surveys will follow on once the deliverables from the Topographical Survey are ready.  BW gave thanks for Mark Rycraft and Kevin from the management centre for their flexibility in organising the surveys.  BW informed the Board that once the images have been pulled together, she hopes to show the Board a walk though of the building. This could also feed into the communication and engagement work. |  |
| **6.** | **PROGRAMME UPDATE AND REPORTING DASHBOARD**  PT provided a brief programme update and presented the latest Dashboard slides.  The main Dashboard updates were as follows:   * Health & Social Care Academy, Civil Engineering Academy, and Wesley Chapel Businesses Cases have gone through Project Assurance. PT gave thanks to Laura Metcalfe and TVCA. * Waterfront Business Case is due to go to Project Assurance next week, and Middleton Grange Business Case once completed. * Health & Social Care Academy and Civil Engineering Academy Business Cases went to Finance & Policy Committee on 25th April and were approved. These will be amended before submission to DLUHC in the next couple of weeks. Members commended the work of the Town Deal Board, the partner organisations, and of Jacobs. * Waterfront Connectivity – RIBA Stage 2 complete and the draft Business Case has arrived for comment. PT requested that attendees read through this and submit comments. * Middleton Grange – We have expedited the survey work and are well underway with the next stages. * Wesley Chapel – We have progressed significantly and have had great support from Mark Waterson at Arups, this partner support has been extended to 31st July. Mark has also procured the support of a National Heritage Specialist within Arups. * Draft comms plan and we have Emily Conyard in position as the Comms and Engagement Practitioner.   PT stated that we are heading into an important phase of starting to do Project Execution Plans and the procurement for a lot of the projects.  PT displayed a summary of project updates and the updated programme overview. The projects will be discussed in detail further on and we remain on track to deliver the business cases as per the timetable, with the exception of Middleton Grange which we will discuss under Item 7.  DMc stated that this shows how much work we have done, and that BW has been doing in the background. Our Board is doing extremely well.  TF agreed and stated that it was great to see progress on what is a lot of work.  AP concurred knowing what has been going on in the background, with the team striving to deliver to the timetable. |  |
| **7.** | **PROJECT UPDATE - MIDDLETON**  **Decision for board: Assessment and revised submission date for the Middleton Grange business case.**  BW stated that there have been significant leaps in the development of the business case and project and encouraged members to look at the mural. The updates were as follows:   * The early release funding is being put to use and BW will keep the Board updated with the development of the surveys. * There was an informal planning discussion on 27th April, and we had positive feedback from the HBC planners. * The demolition contractor has been on site and has provided a budget cost for demolition of the service area and surrounding areas. * There is ongoing work around asbestos (BW gave thanks to Mark Rycraft for providing information). The council are looking to see if there are any gaps that need plugging, in terms of R&D surveys, that will feed into the demolition costs and detailed design.   BW explained that she wanted to give detail on the timeframe so that the Board had a clear understanding of what was being asked and why.  The legal and leasehold arrangements are complicated, and we have instructed DWF as legal representatives. They are currently working through a large volume of documents to piece them all together and to understand the costs associated with any required acquisitions, lease breakages, etc. This cost information feeds into the financial and economic sections of the Business Case and is needed for a robust Case, GWi and his team have been doing great work with the other sections.  BW stated that in terms of delivery of the Business Case, DWF have stated that will take 4 weeks to do their work. Our options are either:   * Delivery to the original timeline with would create significant risk and leave a gap in the Business Case; or * Delay delivery to DLUHC by 4 weeks, allowing us to reduce the risk and provide a complete robust Business Case.   BW stated that this takes the date for submission to DLUHC from 27th July to 26th August, though we don’t envisage a knock-on effect to the delivery of the project as we are using the early release to shorten the detailed design phase. BW confirmed that TF and HBC feel comfortable with the delay.  BW also provided the look ahead for the next 4 weeks. BW to reach out to MRy to discuss the net zero priorities.  Questions  MRy stated that on the acquisition of land and discussions with Mars via AEW, Matthew is unaware of any attempts of contact. MRy queried if this was something we are expecting to happen and if it will happen and be ratified before August.  PT stated that we expect discussions to happen but not for them to be ratified, as we need to understand the costs on both sides which is the work that DWF are doing. We hope to have the information back from DWF in 4 weeks from now, we can then enter into formal discussions.  MRy stated that Matthew is trying to coordinate a 2-hour meeting on 15th June with Bev Bearne and colleagues in terms of the proposals for the Victory Square area and is looking to dovetail that into these plans.   * DMc confirmed that there is a meeting in Bev’s diary on 15th June.   SM stated that we have previously discussed potential investment from Mars and we thought it would be good to reference within the Business Case to prove that public sector money is leveraging in private sector input, and queried whether we still intend to reference.  BW confirmed that we will be mentioning it qualitatively in the Business Case.  MRy suggested that if possible, someone should start reaching out to Matthew so that a dialogue is taking place and to build a relationship at a corporate level.  PT confirmed that he would reach out to Matthew for a regular slot.  DMc confirmed that a special Policy & Finance meeting would be arranged to ensure that there were no governance delays on the Council’s part if the Board were to agree the delay of the Business Case submission.  MC stated that there is so much positive news to share and asked that we be clear for the new engagement practitioner as to what is shareable and not.  SM stated that it would be useful to explain to the public where we are, a brief communication to explain the work we’re doing.  PT confirmed that we have a craft comms plan, he has had an inception meeting with the engagement practitioner and the first official meeting is next week. Comms will start to roll out from next week.  DMc stated that the Council have released social media posts and as the Board are also responsible for comms, they should like and share posts.  Decision  AP stated that in the risk registers, the accuracy of funding is red, and it would be in our best interest with this being the biggest project to get a more accurate figure, therefore the delay makes sense.  MRy queried what the government attitude to such a delay would be.  TF confirmed that they want projects to be successful, so if there is a good reason to take a bit more time to get the Business Case right then it makes sense. This will need to go through an approval process with colleagues, but no anticipated issues.  DMc highlighted that although there are a few red items n the risk register, PT has reassured her that there would always be red items on a Capital Project until it has been completed and delivered.  DH stated that there is a lot of risk with all projects with cost inflation and extra risk with this one, if a delay reduces the risk, then he supports it.  **Board Decision - Approved** | **BW**  PT |
| **8.** | **PROJECT UPDATE - WATERFRONT**  BW stated that we are on track with the timeline of issuing the final Business Case to DLUHC by 15th July/21st July.  BW gave a refresh on the Waterfront phases of development and gave the following project updates:   * The draft Business Case has been sent out and comments or suggestions are welcomed. * The Business Case was sent to the TVCA yesterday for them to commence the risk assessment appraisal. * Timescales for delivery Phase 1 are tight and we want to be delivering that at the beginning of June 2023. We need to understand what the schedule looks like and the availability to deliver that, HBC engineers will be looking at what delivery may look like and the availability to deliver this in house. * We are looking to submit a request for use of some early release funding for a similar package of work to Middleton Grange, surveys.   BW also provided a 4 week look ahead for the project.  Questions  AP queried whether we have looked at the potential interaction with the railway station works.  BW stated that she will talk to Scott Parks and Steve Wilky (HBC) as they may feed this into their delivery works.  SM stated that we have previously discussed that the entrance to the northern platform wouldn’t be completed at same time as the rest of Phase 1 and it was decided that we should maybe wait until Phase 2 to coincide with the opening of the northern platform.  SM also queried in relation to the Slake Terrace conversation, we need to have a conversation with Jomast anyway as the proposed footpath from Slake Terrace to the Yacht Club is on their land, so it wouldn’t be too much of a risk to include this.  PT stated that he was part of the strategic delivery group that was looking at the railway proposals, the foot bridge and second platform will be open but it is correct that the northern entrance is due to open in November 2023. PT is liaising with Kieran Bostock to ensure that the delivery of the 2 schemes dovetail together.  MRy queried whether anything will be done to liven up the land where the fairground goes, even just some landscaping.  DMc confirmed that the land was owned by Jomast and we can pick this up with them in their meeting. They have plans to develop this as part of the MOU that the Council has signed with them, so we can have the conversation, but they may not want to spend much on landscaping as they are looking at property development. | BW  DMc |
| **9.** | **PROJECT UPDATE - HEALTH AND SOCIAL CARE SKILLS ACADEMY**  PT talked about timeline briefly confirming that the assurance process has been completed and the Finance & Policy Committee has given approval.  PT also gave a 4 week look ahead for the project, highlighting that the progress of the Business Case which will soon be ready for submission.  GWr provided further detail on the progress of the project, including the design work, brand development, progress on calculating accurate costings, etc. They are also doing more detail financial stress testing around predicting student numbers and the courses to be offered, which will feed into both the internal and external Business Cases. |  |
| **10.** | **PROJECT UPDATE - CIVIL ENGINEERING SKILLS ACADEMY**  PT presented the progress of the project, including:   * The Business Case has been through assurance, has been approved by the Finance & Policy Committee and is due for submission within 2 weeks. * Under the early down surveyors have been procured, so works are due to begin next week   DH gave thanks to Jacobs and the local authority and confirmed they are working on a plan for if the money does come in the early academic year.  DMc stated that she was in the local area yesterday and it was great to see redevelopment happening in the area. |  |
| **11.** | **PROJECT UPDATE - WESLEY CHAPEL**  PT presented the progress on the project, including:   * The Business Case has been through assurance and is due to be presented to the Finance & Policy Committee next month. * The partner support from Arups has been extended by DLUHC and they have arranged for a heritage specialist and renewables specialist to work with Jomast. * Arups are keen to support this project by monitoring development from day 1 with sensors and cameras to chart the progress and produce a case study which could be a national exemplar project.   PT stated that we are potentially looking at requesting early drawdown funding to accelerate the strip out works.  AP stated that it shows the wider world what Hartlepool can do and it would be interesting to see if we can also track development with the Binns building.  SM queried if we would turn the fountain back on once work was complete.  DMc stated we should put it back on and has made note.  MC requested clarity on Arups so that she can correctly communicate who they are.  PT confirmed that they are a town deal delivery partner.  AP queried in relation to Middleton Grange, was the underpass filled in or would this be opened and re-closed for demolition.  DMc confirmed that it was filled in completely and that Arups is a company that HBC have worked with previously. | DMc |
| **12.** | **COMMUNICATIONS AND ENGAGEMENT**  PT gave a verbal update and confirmed that from next month we will be receiving written comms and update reports, updates include:   * Emily Conyard has been appointed as the Communication and Engagement practitioner, an inception meeting was held yesterday and a meeting is scheduled for next week. Emily will attend the next Board meeting. * Ed Turner has drafted a comms plan for things over the next 14 months, this needs fleshing out and PT will be arranging for PT, Emily, BW, AP and MC to start to flesh this out next week. * From next week comms will be going out and the Board will be notified when things go out, all members are requested to share comms.   DMc requested that Emily do a presentation at the next meeting on plans and we can all share ideas.  DMc also asked MRy whether we still need to be mindful of legal and confidentiality about sharing plans.  MRy confirmed it is still the case that we need to be mindful of legal and confidentiality aspects, once we have the information on the leases we can discuss this further.    BW stated that when she spoke with Emily and Ruth, she did mention having a discussion about the governance of how it will look to get the information out in terms of working with partners.  MC stated that it was crucial next week to get governance and sign off agreements in place. We need a link that is the final say on whether a communication can or can’t go out.  MRy stated that once the communication strategy was agreed, it would be good to see what it looks like, perhaps in a Gantt chart. |  |
| **13.** | **POLICY UPDATE**  TF stated that the only thing to mention is that BEIS launched the UK Fund to replace the European Structural Funding. TVCA will be the lead delivery this across Tees Valley and they will be developing an investment plan to submit to BEIS. |  |
| **14.** | **ANY OTHER BUSINESS**  AP highlighted Ben Houchen’s announcement of the Hartlepool Development Corporation and stated he was keen to find out where the work of this Board fits in with that.  SM stated that he has not seen the red line on what is included yet, but it is not just about the town centre, they are looking to include at least one industrial estate and employment opportunities. SM is keen to ensure that the development corporation compliments the work of this Board and doesn’t take credit for the work of this Board. The main driver is to release pressure from potential new capital builds as everything is currently put on Paul and his small team, and also to speed the process up. SM confirmed that 50% of business rates of new companies in the red line boundary will be retained by the develop corporation to reinvest within the red line boundary area, which is another funding source for regeneration.  DH queried how this links with part of the town being in the freeport.  SM states that it doesn’t interact with the freeport areas and the Board will be kept up to date on development of the corporation.  MRy highlighted the great work that BW has been doing.  AP stated that this links back to earlier comments on all of the work that has been happening behind the scenes. |  |
| **15.** | **DATE AND TIME OF NEXT MEETING**  Friday 24th June at 9am, location to be confirmed.  PT stated that he would put together a programme of meetings to be hosted by the various delivery partners. | PT |