## **Hartlepool Town Deal Board**

## **Tuesday 5th September 2023 at 11 am**

**Microsoft Teams**

**PRESENT:**

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| --- | --- |
| Name | Organisation / Representing |
| Darren Hankey (DH) | Chair – Hartlepool College of Further Education |
| Maxine Craig (MC) | Vice Chair - Independent |
| Denise McGuckin (DMc) | Hartlepool Borough Council |
| Gary Wright (GW) | North Tees and Hartlepool NHS Foundation Trust (NHS) |
| Martin Raby (MR) | Northern School of Art |
| Reshma Begum (RB) | Federation of Small Businesses |
| Toni Rhodes (TR) | Hartlepool Sixth Form College |
| Jonathan Gilroy (JG) | Department for Levelling Up Housing and Communities (DLUHC) |
| Adam Hearld (AH) | Jomast |
| Sarah Ainslie (SA) | Seymour Civil Engineering |
| Andrew Burge (AB) | Hartlepool Borough Council |
| Lesley Grant (LG) | Hartlepool Borough Council |

| **NO** | **DETAIL** | **ACTION** |
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| 1. | **WELCOME AND INTRODUCTIONS (CHAIR)**  The Chair (DH) opened the meeting and welcomed everyone. |  |
| **2.** | **APOLOGIES FOR ABSENCE**  Apologies for absence were received from:  Elizabeth Hutchinson (EH)  Linda Hunter (LH)  Roslyn Adamson (RA)  Paul Taylor (PT)  **DECLARATIONS OF INTEREST**  Declaration of Interest from DMc – Reimagining Middleton Grange and Waterfront Connectivity.  Declaration of Interest from DH – Health and Social Care Academy and Civil Engineering Skills Academy.  Declaration of Interest from GW - Health and Social Care Academy. |  |
| **3.** | **MINUTES OF THE PREVIOUS MEETING – June 30th 2023**  No matters of accuracy were raised. |  |
| **4.** | **MAYORAL DEVELOPMENT CORPORATION UPDATE**  DMc confirmed no further update from the previous meeting of the 30th June 2023. |  |
| **5.** | **REPORTING DASHBOARD**  Update  AB advised that to avoid duplication it has been decided an update will be provided in the interim of meetings.  The board should expect an update around October. | AB |
| **6.** | **6 MONTHLY DLUHC MONITORING RETURN**  The board were presented with the M&E return.  AB confirmed the return had been submitted and feedback hadn’t yet been received from DLUHC.  4a Funding Profiles – MR questioned whether the £8M spend across the five projects up until end of September financial year 23/24 is realistic and whether the Reimagining Middleton Grange £4.4M drawdown is accurate due to the issues the project is facing.  DMc commented there had been discussions with DLUHC with regard to the delays and actual spends in the current year. They are very supportive of the way we operate and have agreed slippage due to the issues faced.  7. Risk Register – The Vice Chair questioned if the board needed to be made aware of any particular risk for the Waterfront Connectivity as was showing significant risk post mitigation for lack of vision.    7. Risk Register – MR questioned the high level of mitigated risk of asbestos for Reimagining Middleton Grange and Wesley Chapel.  DMc advised that with all heritage buildings there is always a risk of asbestos which needs to be flagged for anyone attending on site.  AH will confirm but is almost certain all asbestos has now been removed from the Wesley Chapel site.  3. Programme Progress – The Chair questioned whether dates are still correct in view of the slippages, or are these to be adapted.  3. Programme Progress/7. Risk Register – The Chair questioned should the risks for Reimagining Middleton Grange be more aligned on these tabs.    DMc will liaise with PT and an email will be circulated to all members in response to these questions. | AH  PT |
| **7.** | **PROGRAMME UPDATE**  Exception Reporting  DMc confirmed there is no special exception reporting and updates will be covered under the agenda.  Wesley Chapel (AH)  AH gave a verbal update   * Active building site, everything is continuing as hoped and envisaged. * Scaffolding is erected. * Fire damaged roof has been removed. Awaiting delivery and installation of the new steel roof trusses which are expected in the next 10 days or so. * Masonry floor work ongoing. * Experiencing problems with discharge of planning conditions given the MDC has now taken over the planning responsibility but hopefully this won’t delay the programme   DMc will speak with the MDC and hopefully help to progress planning delays.    Health & Social Care Academy (NHS)  GW gave a verbal update.   * Grant Agreement now signed off by both parties and sealed. This is a real milestone to allow the project to move forward. * Business Development Manager in post. * Recruitment to Sim Tech complete. * Education Pathway event held in July with another planned with key stakeholders for the end of September to be hosted at the HCFE. GW thanked supporters and DH for hosting the event. * Capital Build * Tender pack released for the works. Closing date 22nd September with evaluation week commencing 25th September intending to award early October. * Works to commence in January. * MoU in place with HCFE. Continuing to work and develop MoUs with the Sixth Form College and the Local Authority. * Steering group in place, GW Chairs. * Supporting LSIF bid led by Darlington College. This compliments the work we are doing through the Town Deal fund, making it a more regionally significant training facility.   The Vice Chair enquired with regard to the tender process is there criteria for local contractors. GW confirmed that there is.  DMc enquired whether any progress has been made setting up delivery groups for the projects and of the need to be capturing numbers with the Academies and ensuring the Health and Social Care Academy is both health care and social care.  GW advised that the existing steering group is attended and supported by key stakeholders and will change emphasis once the tender is in place and building work commences. It will be managed by the contractor and subsidiary company which will in turn be the delivery group.  DMc proposed that the delivery groups have different members other than the board members and suggested working with the Academies to agree actions to then compile Terms of Reference before nominations to ensure we have the correct skills.  The Vice Chair commented that the board had previously agreed on delivery groups and suggested revisiting original outcomes. What we set out to achieve in terms of numbers, looking at the strategic delivery and sustainability over time and would advocate citizen and third sector representation on delivery groups given how non statutory services contribute.  GW clarified the original KPIs for delivery are captured not only in the Grant Agreement but also on the M&E return.  The Chair suggested that the board needs to have assurance in delivering the numbers in terms of apprenticeships. Will liaise with PT to decide on how to proceed.  Civil Engineering Academy (Seymours) (SA)  SA gave a verbal update  Brenda Road site   * Appointed GCS Cabins as a supplier for the modular buildings incorporating new two storey modular standalone classrooms and toilet blocks. * Pond infill and attenuation work commenced. * Building Regulation and Planning Amendment applications to be submitted. * Revised renewable energy and EV infrastructure approved. De-scoped due to budget constraints.   + - Installing roof solar panels on the new two storey modular building in place of having a separate solar farm on site.     - Reduced number of EV charging points.   Exeter Street   * Demolition work has now commenced to support the internal reconfiguration. * Options for new extraction system supply being assessed. * Water supply, block work and electrical works commenced. * Site meeting scheduled this week.   Challenges   * Inflationary costs. * Delays with Grant Agreement due to legal issues.   KPIs   * March 24 - Bringing reclaimed land into use for training. Confident will meet. * March 25 - Learner numbers/retention/qualifications.   Monitoring exercise to commence once Agreements in place in collaboration with HCFE.  Next 4 weeks project milestones – to achieve   * DWF to issue * Final delivery stage Grant Agreement * Seymour/HCFE Shortform Agreement * Project partners to meet to agree grant claim timetable and audit procedures.   Reimagining Middleton Grange (DMc)  DMc gave a verbal update   * Middleton Grange Shopping Centre is currently up for sale. Binns building is part of the sale. * Structural surveys are being carried out in the Middleton Grange Shopping Centre. * DLUHC have agreed to defer the next phase of payment and spend.     DMc suggested the board have a further meeting when there are any further developments.    The Vice Chair suggested comms for the website to reflect the current position. DMc agreed and confirmed this would be actioned.  GW questioned if the significant risks discussed are reflected in the Risk Register. DMc confirmed the Risk Register will be updated accordingly.  The Chair agreed:-   1. Comms update advising of current position on website. 2. Board to meet when there are further developments.     Waterfront Connectivity (DMc)  DMc gave a verbal update   * Phase 1 completed. Received positive feedback from residents and the public. * Phase 2 – work will commence shortly on design and planning with a further update to be given at the next meeting. * Time lapse video of completed works presented to the board. | DH  PT |
| **8.** | **ANNUAL RISK REVIEW**  Risk group now set up, slide was presented to the board. |  |
| **9.** | **DATA AND REPORTING**  Policy Updates (Jonathan Gilroy)  JG gave a verbal update.  Due to summer recess there are no significant updates from Government.   * Publication of the Government’s Funding Simplification Plan has been circulated. * Changes in project adjustment processes which allows for a 30% local delegation threshold change to outputs. * Parliament returns this week. |  |
| **10.** | **ANY OTHER BUSINESS (CHAIR)**  None |  |
|  | **DATE AND TIME OF NEXT MEETING**  Thursday, 7th December 2023 at 9 am |  |