## **Hartlepool Town Deal Board**

## **Friday 30th June 2023 at 2.30 pm**

**Microsoft Teams**

**PRESENT:**

|  |  |
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| Name | Organisation / Representing |
| Darren Hankey (DH) | Chair – Hartlepool College of Further Education |
| Denise McGuckin (DMc) | Hartlepool Borough Council |
| Elizabeth Hutchinson (EH) | Tees Valley Combined Authority (TVCA) |
| Jonathan Gilroy (JG) | Department for Levelling Up Housing and Communities (DLUHC) |
| Linda Hunter (LH) | North Tees and Hartlepool NHS Foundation Trust (NHS) |
| Cllr Mike Young (MY) | Hartlepool Borough Council |
| Roslyn Adamson (RA) | National Museum of the Royal Navy (NMRN) |
| Toni Rhodes (TR) | Hartlepool Sixth Form College |
| Gary Wright (GW) | North Tees and Hartlepool NHS Foundation Trust (NHS) |
| Adam Hearld (AH) | Jomast |
| Sarah Ainslie (SA) | Seymour Civil Engineering |
| Lesley Grant (LG) | Hartlepool Borough Council |
| Simon Mills (SM) | Hartlepool Borough Council |

| **NO** | **DETAIL** | **ACTION** |
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| 1. | **WELCOME AND INTRODUCTIONS (CHAIR)**  The Chair (DH) opened the meeting and welcomed the two membership changes in representation to the board from North Tees and Hartlepool NHS Foundation Trust and Tees Valley Combined Authority and the representatives from Seymour Civil Engineering and Jomast who attended to give project updates.  Introductions took place. |  |
| **2.** | **APOLOGIES FOR ABSENCE**  Apologies for absence were received from:  Martin Raby (MR)  Reshma Begum (RB)  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 EH – Reimagining Middleton Grange  Declaration of Interest from LH - Health and Social Care Academy  Declaration of Interest from RA – Waterfront Connectivity |  |
| **3.** | **MINUTES OF THE PREVIOUS MEETING – April 21st 2023**  No matters of accuracy were raised.  All other actions from the previous meeting would be covered under the agenda items. |  |
| **4.** | **MAYORAL DEVELOPMENT CORPORATION UPDATE**  DMc gave a verbal update   * The Hartlepool Mayoral Development Corporation (HDC) has now been formed. It is a designated body and has been approved in parliament. * Its mission is to secure the maximum benefits for the people and businesses of Hartlepool, encourage inward investment and fast-track regeneration. * Membership of its Board consists of the private sector, Combined Authority and Hartlepool Borough Council. * The HDC boundary will encompass Oaksway Business Park, Queens Meadow Business Park, retail and leisure land including Middleton Grange Shopping Centre and Mill House Leisure Centre with public realm and civic buildings. * Some Hartlepool Borough Council assets are in the process of being transferred and are with the Secretary of State for approval. * Once deals are concluded the documents will be made public on the Tees Valley Combined Authority website.   DMc assured the board that officers had worked very carefully to ensure the Mayoral Development Corporation plans compliment the ongoing Town Deal and Levelling Up programmes. |  |
| **5.** | **PROGRAMME UPDATE**  Civil Engineering Academy (Seymours) (SA)  SA gave a verbal update  Next 4 weeks milestones – to achieve   * DWF to issue final delivery stage Grant Agreement. * Seymour/HCFE Partnership Agreement to be completed. * Seymour/HCFE to agree grant claim timetable and audit procedures.   Brenda Road site   * Confirm new modular building design. * Appoint modular building supplier. * Submit Building Regulation & Planning Amendment applications.   Exeter Street   * Contractor site set up. * Commence classroom, office and workshop reconfiguration.   Health & Social Care Academy (NHS)  GW gave a verbal update   * Revenue Business Case Approved by the NHS Foundation Trust to support the revenue costs associated with the running of the Health & Social Care Academy. * Appointed a Business Development Manager to start on the 24th July which will significantly increase capacity to ensure the long-term financial stability of the Academy and meet its objectives * Academy brand generating income. * Memorandum of Understanding now signed off and in place with Hartlepool College of Further Education. * Grant Agreement going through final amendment process * Memorandum of Understanding with Hartlepool Sixth Form and the Local Authority in development and due to be signed off shortly. * Drawing specifications final review by Driver Group. * Tender pack to be released.   Reimagining Middleton Grange (SM)  SM gave a verbal update   * Appointment of Driver Project Services as HBC Strategic Delivery Partner through NEPO framework. * Undertaken a review and validation of the business case involving review of cost profile, scope and budget envelope. Concerns around project costs. * Leasehold for MGS is up for sale and the matters regarding the sale are confidential. This poses a further complication for HBC until the sale has taken place. * Preparation of Detailed Update Report for the next board with the current costs and next steps.   Waterfront Connectivity (SM)  SM gave a verbal update   * Seymour ramp works at the rear of the Yacht Club is complete and leaving site by the end of June 2023. * Tangent Construction have started the ground preparation works along the promenade ready for resurfacing to take place. * Resurfacing of the promenade footpath either side of the ramps at the rear of the Yacht Club has taken place with Tarmac completing the works.   Chair, DMc, MY and RA complimented the work undertaken so far on the project.    Wesley Chapel (AH)  AH gave a verbal update   * Delivery phase underway, internal site demolition started on 25th May, with demolition works expected to take up to 8 weeks. * The steel roof trusses are now on order and will be delivered in approx. 8 weeks (around 31 July). * Scaffold works will start in the next 3 to 4 weeks to complete in time for the steel truss delivery. * Jomast have met with roofing contractor to programme their works. * Branding installed on the hoardings. * Collateral Warranty, title plans, insurance certificates received from Jomast. * Programming further comms on the works to date. * Overall programme to be around 14 months - August/September 2024 looking for completion.   Next 4 weeks milestones – to achieve   * Final review of Grant Funding Agreement at present. * Progress internal demolition. * Communications and engagement to programme for next 6 months. |  |
| **6.** | **BOARD MEMBERSHIP**  Board Structure  Membership/Terms of Reference  Amendments to be made to the Terms of Reference with the substituted representatives from North Tees and Hartlepool NHS Foundation Trust and Tees Valley Combined Authority.  All other amendments to the Terms of Reference were approved by the board. | PT |
| **7.** | **ANNUAL RISK REVIEW**  RA/LG confirmed a Risk Review Group inception meeting had been scheduled with the Annual Risk Review Group. |  |
| **8.** | **DATA AND REPORTING**  New Reporting Dashboard  The board discussed the new reporting dashboard. RA asked why certain projects didn’t have project updates/financial information populated. The Chair confirmed that certain projects were still in the very early stages and this detail wasn’t yet available, but should be populated and available moving forward.  Finance Updates  DMc - finance updates for each project should be given at every board meeting.  Risk Register  SM confirmed each project will have a risk register which will be populated on the dashboard. | DMc |
| **9.** | **DATA AND REPORTING**  6 monthly DLUHC Monitoring Return  No matters were raised. |  |
| **10.** | **DATA AND REPORTING**  Policy Updates (Jonathan Gilroy)  JG gave a verbal update  No significant updates from government.  Ministers are very keen to see progress of government funded capital projects and whilst DLUHC appreciate the inflationary pressures projects are under, they are looking at other ways in which they can help accelerate delivery of projects in terms of streamlining reporting and the monitoring processes with more flexibility around project adjustments that have moved into delivery stage.  Expect guidance from the department over the next few months.  At the recent Towns Fund conference event held in Manchester, Beverley Bearne had represented Hartlepool Borough Council and gave a very good presentation which was well received. The event was effectively to celebrate the success of the Towns Fund and share experiences, build networks and receive advice on project delivery from the Towns Fund Delivery partners. |  |
| **11.** | **ANY OTHER BUSINESS (CHAIR)**  None |  |
| **12.** | **DATE AND TIME OF NEXT MEETING**  Tuesday, 5th September 11.00 – 1.00 pm |  |