

Hartlepool Town Deal Board

Tuesday 3rd September 2024 1 pm – 3 pm



Microsoft Teams

PRESENT:

Name	Organisation / Representing
Darren Hankey (DH)	Chair – Hartlepool College of Further Education
Maxine Craig (MC)	Vice Chair – Independent
Brenda Harrison (BH)	Hartlepool Borough Council (HBC)
Elizabeth Hutchinson (EH)	Tees Valley Combined Authority (TVCA)
Gary Wright (GW)	North Tees and Hartlepool NHS Foundation Trust (NHS)
Jonathan Gilroy	Ministry of Housing, Communities and Local Government (MHCLG)
Martin Raby (MR)	Northern School of Art
Reshma Begum (RB)	Federation of Small Businesses
Roslyn Adamson (RA)	National Museum of the Royal Navy (NMRN)
Toni Rhodes (TR)	Education Partnership North East
Adam Hearld (AH)	Jomast
Beverley Bearne (BB)	Hartlepool Borough Council (HBC)
Paul Taylor (PT)	Hartlepool Borough Council (HBC)
Connor Kerr (CK)	Hartlepool Borough Council (HBC)
Stephen Fogarty (SF)	Hartlepool Borough Council (HBC) <i>observer</i>
Lawrence Kerrigan (LK)	Hartlepool Borough Council (HBC) <i>observer</i>
Lesley Grant (LG)	Hartlepool Borough Council (HBC)

NO	DETAIL	ACTION
1.	<p><u>WELCOME AND INTRODUCTIONS (CHAIR)</u></p> <p>The Chair (DH) opened the meeting and welcomed everyone to the meeting of the Hartlepool Town Deal Board. The Chair informed members he had written to Jonathan Brash MP for Hartlepool to invite him to the Board as per the Terms of Reference.</p>	
2.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Apologies for absence were received from: Denise McGuckin (DMc) Sarah Ainslie (SA) Sarah Walker (SW) with Liz Hutchinson now attending</p> <p><u>DECLARATIONS OF INTEREST</u></p>	

NO	DETAIL	ACTION
	<p>MR declared he is an Independent Member of the Board of the Hartlepool Development Corporation.</p> <p>All other declarations have previously been recorded.</p>	
3.	<p><u>MINUTES OF THE PREVIOUS MEETING – June 6th 2024</u></p> <p>No matters of accuracy were raised.</p> <p><u>Actions from Previous Meeting</u></p> <p>All actions are to be covered under agenda items.</p>	
4.	<p><u>HARTLEPOOL DEVELOPMENT CORPORATION (HDC)</u></p> <p>EH confirmed the update would be covered under Item 7 – Reimagining Middleton Grange.</p>	
5.	<p><u>LONG TERM PLAN FOR TOWNS (LTPT)</u></p> <p><u>Update on guidance and progress</u></p> <p>PT updated members that Lisa West has been appointed as a dedicated Programme Management Officer from 1st October for LTPT to support colleagues and the voluntary and community sector (VCS) in establishing and delivering the programme.</p> <p>PT provided a verbal update from Gemma Ptak, Assistant Director (Preventative and Community-Based Services) at HBC, who has lead responsibility for engagement with the VCS. An initial session with Officers and the VCS took place in July, with around 20 representatives from VCS organisations in attendance. These representatives are engaging on the development of the LTPT programme.</p> <p>The VCS has agreed to draft the Vision Statement, which is a necessary criteria before developing the Investment Plan for the programme. The draft Vision Statement will be circulated to members once it has been signed off by all organisations.</p> <p>A follow-up session is scheduled for the end of September, where clear focus areas for investment will be established. This session will also discuss expectations and processes while continuing to build on relationships.</p> <p>The Chair queried whether there had been any indication from government that this programme is to be discontinued.</p> <p>JG stated that, although there had been no indication from the government either way, significant updates were unlikely until after the budget on October 30th. In the meantime, ongoing work and the development of local relationships should continue.</p> <p>The Vice Chair enquired about public communications and emphasised the need for transparency regarding the pausing of the programme and suggested considering the inclusion of this information on the Town Deal webpage.</p>	PT

NO	DETAIL	ACTION
	<p>BB agreed with the Vice Chair's suggestion to include information on the Town Deal webpage and also proposed a more formal approach through Cllr Hargreaves and the VCS to articulate the programme's focus. It has been suggested that communications be created for various VCS organisations to share the programme's message. BB will follow up with Gemma Ptak, who is leading the programme.</p> <p><u>Membership of Town Board</u></p> <p>PT confirmed that the VCS understands the need to be appropriately represented on this interim Town Board. They plan to propose two to three representatives from the sector, but the specific individuals have not yet been determined. The proposals will be presented to the Board once these representatives are confirmed.</p>	<p>BB</p> <p>BB</p>
6.	<p><u>PROGRAMME AND PROJECT REPORTING</u></p> <p><u>Monitoring and Evaluation</u></p> <p>PT confirmed that the M&E return re-circulated to members was the latest submission to MHCLG. The Data and Intelligence Team at HBC is working on a more readable format for members, and this will be circulated as soon as the work is complete.</p>	PT
7.	<p><u>PROGRAMME UPDATE EXCEPTION REPORTING</u></p> <p><u>Wesley Chapel (Jomast)</u></p> <p>Slides were shared and AH provided a verbal update</p> <p>Works over recent months – Annexe structure</p> <ul style="list-style-type: none"> - Rebuilt fire damaged wall to eaves level - All of stone mouldings rebuilt including restoration of elaborate construction details - Installation of steel roof trusses and timbers in late August <p>Works over recent months – Main Chapel</p> <ul style="list-style-type: none"> - Roof structure completing, to finish in early September - Lift shaft now in situ - Window repair / replacements ongoing, to be completed in September - External restoration to the external facade substantially complete but some stonework repairs remain - Architectural pediment above portico now restored – a beautiful feature - All rain water guttering complete - Removal and recovery of the existing stained glass windows for re-use with community glass artists <p>Ongoing works for next 3 months</p> <ul style="list-style-type: none"> - Steel fire escape to be fitted early September - With completion of roof works, and windows, to both Chapel and Annex building will be wind and water tight in September - Internal fit out to commence in October - Progressing M&E designs including commercial kitchen and bar areas - Work with utility providers and DNO's, incl. new substation requirements <p>Comms</p>	

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	<ul style="list-style-type: none"> - Steve Hilton HBC is meeting Ian Williams and Dan Wheatley Site Manager on 6th September for a video shoot and interview update, the previous video had received positive feedback. <p>PT and The Chair asked for recorded thanks to Dan Wheatley, Site Manager for facilitating recent visits and commended him on his passion for the project and town.</p> <p><u>Civil Engineering Academy (Seymour)</u> Slides were shared and PT gave a verbal update</p> <p>Capital Build Progress</p> <p>Brenda Road site</p> <ul style="list-style-type: none"> - Planning conditions fully discharged by HBC - 2 storey modular building and W/C block installed - Modular handover scheduled w/c 9th Sept - Building control compliance works scheduled - Programme of civils works revised due to escalating costs and budget constraints <p>Remaining works scheduled</p> <ul style="list-style-type: none"> - Tarmac footpaths to 2 storey modular & WC block - Levelling of main car park - Install bicycle shed & site shelters - Drainage connection (Sept 24) <p>Exeter Street site</p> <ul style="list-style-type: none"> - Project works complete <p>PT highlighted the latest funding profile and that the project was on time and on budget for completion this year. PT also took members through the latest update on enrolment numbers and highlighted the positive work towards the achievement of the targeted outputs on qualifications.</p> <p><u>Health & Social Care Academy (NHS)</u> Slides were shared and GW gave a verbal update</p> <p>Build Update</p> <ul style="list-style-type: none"> - Build complete 26/06/2024 - Completed to scheduled end date - Mobilisation period commenced to furnish and equip academy - Installation of technology including SMOTS camera and microphone systems, and immersive suite complete <p>Internal Update</p> <ul style="list-style-type: none"> - Education lead in post and currently working to develop initial course offering both internal and external - Simulation Technician upskilling and training in new technology equipment, and developing further skills in simulation equipment utilised at the Health and Social Care Academy <p>Commercial Update</p> <ul style="list-style-type: none"> - Usage of Academy facilities commenced with client agreements in place for 	

NO	DETAIL	ACTION
	<p>the academic year</p> <ul style="list-style-type: none"> - Highly positive feedback already received regarding facilities and faculty from clients - Ongoing business development being explored including with Police and Crime Commissioner of Cleveland's office to assess training and education around reducing knife crime, looking at hosting a number of events with partners to support the community - Draft website being developed, almost complete and due to be launched <p>Equipment Update</p> <ul style="list-style-type: none"> - Immersive suite installed by Immersive Interactive - Training delivered by the installation team to Academy faculty in accessing the library of 3000+ scenarios as well as creation of bespoke content - Procured SimMan 3G+ manikin, which offers a fully immersive experience setting the standard in patient care simulation. - SMOTS camera system installed including purchase of two array microphones allowing for focussed sound direction to further enhance our simulation feedback and debrief sessions <p>GW highlighted the latest funding profile and that the project was on time and on budget and also took members through the latest update on enrolment and employment numbers and highlighted the positive work towards the achievement of the targeted outputs on qualifications.</p> <p>Next Steps</p> <ul style="list-style-type: none"> - Planning of launch event – 5th September 2024 - Ongoing marketing strategy development / implementation - Prioritisation of initial course offering (first 12 months) - Training of Academy faculty – course specific refreshers and technological training for equipment - Finalisation of short to medium term business plan - NHS Tees Group considerations and opportunities <p>The Vice Chair mentioned that this is a positive development for the town and enquired whether there are plans for public sessions. GW confirmed that, while the focus has been on preparing the facility, there are plans to hold a series of events for stakeholders and local residents after the launch event.</p> <p>PT acknowledged that the Civil Engineering Academy and the Health and Social Care Academy are the first two projects nearing completion and commended the project managers for keeping these projects on time and on budget.</p> <p>The Chair echoed PT's comments and noted that the Town Deal funding for these projects had attracted additional funding streams.</p> <p><u>Reimagining Middleton Grange (HBC)</u></p> <p>Slides were shared and PT gave a verbal update</p> <ul style="list-style-type: none"> - Project now progressing 	GW

NO	DETAIL	ACTION
	<ul style="list-style-type: none"> - R3 Consultants procured to deliver project to RIBA 2 and concept design - Corstophine & Wright commissioned as Design Partners, draft Stage 2 report received, will circulate to members shortly - K2 undertaking preparation of Outline Cost Plan - Lichfields to undertake planning review of proposals (listed building, change of use, planning history, proposals and planning policy; and determine validation list) - R3 – providing project and development management services - Surveys, legal, title, ownership and other site information now in development - Significant detail on programme phases to follow with Stage 2 report <p>EH gave a verbal update on behalf of the Hartlepool Development Corporation (HDC)</p> <p>The freehold is now owned by the Development Corporation, and officers from HDC and HBC are working collaboratively. Plans for the broader regeneration of Middleton Grange Shopping Centre have been paused to allow this project to progress, ensuring continuity and alignment with the wider strategy.</p> <ul style="list-style-type: none"> - Site visit is scheduled for 10th September to meet with Architects - Development Corporation Board meeting is scheduled for 15th October when members will be updated on the progress of this project <p>MR enquired whether there was any prescriptive around end use. PT confirmed the Business Case wasn't predicated on any specific end use.</p> <p>The Vice Chair enquired for the purpose of governance whether the funding is to be transferred. PT confirmed it is not.</p> <p><u>Waterfront Connectivity (HBC)</u></p> <p>Slides were shared, PT gave a verbal update and sought approval from the Board for the project to proceed as proposed</p> <p>Phase 1</p> <ul style="list-style-type: none"> - Seaton Carew Link and Promenade Works (resurfacing and verge works completed in July 2023) - New accessible ramp at the rear of the Tees and Hartlepool Yacht Club either side of a slipway (completed in July 2023) <p>Remaining phases</p> <ul style="list-style-type: none"> - Two junction upgrades along Maritime Avenue - Victoria Terrace Junctions – improving the road surface to slow down traffic and prioritise pedestrians - Improving the walkway at the Waterside Edge and Maritime Avenue Edge - Ongoing dialogue with partners i.e. NMRN, Historic England, private developers regarding further development opportunities around the Waterfront - Waterside Community Park – landscaping and seating enhancements - Installation of high quality cycle storage hubs 	

NO	DETAIL	ACTION
	<ul style="list-style-type: none"> - Installation of 28 new lighting columns, 30 benches and bins - Deliver all outstanding projects for the Waterfront area i.e. wayfinding, connectivity with Church Street, Seaton Carew etc. <p>Estimated timeframe for delivering remaining Waterfront Connectivity phases:</p> <ol style="list-style-type: none"> 1. Maritime Avenue / Victoria Terrace - Start Autumn 2024 – Completion early 2025 2. New Station Entrance / Maritime Avenue route -Start Spring 2025 – Completion Autumn 2025 3. Museum Plaza - Start Summer 2025 – Completion Winter 2025 4. Maritime Avenue / Highlight route - Start Summer 2025 – Completion Winter 2025 5. Slake Terrace to Marina link - Start Autumn 2025 – Completion Spring 2026 6. Slipway acquisition and marina access - In development 7. Wayfinding and Legibility - In development <ul style="list-style-type: none"> . New wayfinding and signage options and designs are currently being appraised . Consultation has been undertaken, and ongoing, with Historic England and other key partners. Consultation to continue over next 3 months . HBC currently reviewing wayfinding brands and options developed in other coastal towns and cities . Wayfinding designs and proposals to be presented to December Town Deal Board for consideration <p>PT highlighted the estimated costs against each constituent phase but informed members that work was still required to be completed on detailed cost plans for each phase.</p> <p>MR thanked PT for the very detailed information contained in the slides.</p> <p>RA mentioned that whilst ‘Museum Plaza’ in principle makes a sensible proposition, there are complex land ownership issues still to be resolved, which PT acknowledged. There is to be a refresh of the NMRN redevelopment plans brought on by a change of leadership with the appointment of a new CEO. In addition an updated outline business case is to be complete in January alongside a commercial appraisal.</p> <p>PT acknowledged that while there are still issues to resolve, they will not affect the delivery of the overall programme within the Town Deal timeline. Some phasing adjustments may be necessary, but they will not prevent the programme from moving forward.</p> <p>PT/LK will present a dashboard at future meetings, providing a progress update on each phase along with a more detailed timeline for the delivery of each phase.</p> <p>The Board approved the scheme and its seven constituent phases to progress in principle moving forward with PT/LK presenting updates at future meetings.</p>	
8.	<p>COMMUNICATIONS AND ENGAGEMENT</p> <p>Slides were shared with the board and CK provided a verbal update:-</p>	

NO	DETAIL	ACTION
	<p>Update on last 3 months...</p> <p><u>July 2024</u></p> <ul style="list-style-type: none"> - One page piece in This is Tees Valley magazine to promote the upcoming Health and Social Care Skills Academy and Civil Engineering Academy. - The piece featured Gary Wright (NHS) and Cllr Pam Hargreaves. <p><u>August 2024</u></p> <ul style="list-style-type: none"> - A double page spread in the Council's Hartbeat magazine featuring progress images from the Wesley Chapel and an update on the Civil Engineering Skills Academy. <p>Upcoming comms work</p> <ul style="list-style-type: none"> - Health and Social Care Skills Academy Launch event – 5th September - Civil Engineering Skills Academy Launch event (TBC) - Health and Social Care Skills Academy video with interviews - Wesley Chapel video update – 6th September, Dan Wheatley Site Manager and Vice Chair of the Board to present update - Waterfront Connectivity Comms updates - Winter edition of Hartbeat 	
9.	<p><u>RISK REVIEW</u></p> <p><u>Governance, Audit and Risk</u></p> <p>PT highlighted that the Strategic Development Team which manages all externally funded regeneration programmes has been audited internally across monitoring and evaluation, risk management and governance, and obtained satisfactory audit assurance. The draft Audit Report has been shared with members and PT gave a verbal update.</p>	
10.	<p><u>ANY OTHER BUSINESS (CHAIR)</u></p> <p>None</p>	
	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>Thursday, 5th December 2024 at 9am – 11am at the Civil Engineering Skills Academy, Brenda Road, Hartlepool</p>	