

Hartlepool Town Deal Board

Wednesday, 10th December 10 am – 12 noon

Microsoft Teams



These minutes are in draft form until approved at the next Board meeting and are therefore subject to amendments

PRESENT:

Name	Organisation / Representing
Darren Hankey (DH)	Chair – Hartlepool College of Further Education (HCFE)
Maxine Craig (MC)	Vice Chair - Independent
Jonathan Brash (JB)	Member of Parliament
Pamela Hargreaves (PH)	Hartlepool Borough Council (HBC)
Denise McGuckin	Hartlepool Borough Council (HBC)
Elizabeth Hutchinson (EH)	Tees Valley Combined Authority (TVCA)
Gary Wright (GW)	North Tees and Hartlepool NHS Foundation Trust
Martin Raby (MR)	Northern School of Art
Reshma Begum (RB)	Federation of Small Businesses
Toni Rhodes (TR)	Education Partnership North East (EPNE)
Sarah Ainslie (SA)	Seymour Civil Engineering
Ian Scott (IS)	Jomast
Paul Taylor (PT)	Hartlepool Borough Council (HBC)
Connor Kerr (CK)	Hartlepool Borough Council (HBC)
Lesley Grant (LG)	Hartlepool Borough Council (HBC)

NO	DETAIL	ACTION
1.	<u>WELCOME AND INTRODUCTIONS (CHAIR)</u> The Chair (DH) opened the meeting, welcomed all members, and extended a warm welcome to Ian Scott (IS), who attended to present a verbal update on the Wesley Chapel project on behalf of Jomast, and to Pamela Hargreaves who, as Leader of Hartlepool Borough Council (HBC), is now a member of the Board	
2.	<u>APOLOGIES FOR ABSENCE</u> Apologies for absence received from: Beverley Bearne (BB) Adam Hearld (AH) <u>DECLARATIONS OF INTEREST</u> All declarations have previously been recorded	
3.	<u>MINUTES OF THE PREVIOUS MEETING – September, 3rd 2025</u> No matters of accuracy were raised <u>Terms of Reference</u>	

NO	DETAIL	ACTION
	<p>PT confirmed that the updated Terms of Reference had been shared with members, reflecting:</p> <ul style="list-style-type: none"> . The revised programme name: <i>Local Regeneration Fund</i> . Amendments to appendices to update Board membership . Updated meeting dates for 2026 <p><i>PT requested that the Board consider whether membership needs strengthening</i></p> <p><i>MR noted that a further update to the Terms of Reference is required to clarify the Board's end date, as it currently states 31 March 2026</i></p> <p><u>Actions from Previous Meeting</u> All actions are to be covered under agenda items</p>	<p>ALL</p> <p>PT</p>
4.	<p><u>HARTLEPOOL DEVELOPMENT CORPORATION (HDC)</u> To be covered under Reimagining Middleton Grange project update at Item 5</p>	
5.	<p><u>PROGRAMME UPDATE EXCEPTION REPORTING</u></p> <p><u>Wesley Chapel (Jomast)</u> Slides were shared and IS provided a verbal update</p> <ul style="list-style-type: none"> . IS, as project architect visits the site weekly to ensure compliance with specifications . Recent work includes installation of a new substation, designed to match existing brickwork. Internal equipment installation depends on Northern Power, with power expected early in the New Year (currently using temporary supply) . Commercial kitchens: structural work complete, lifts installed, hygienic cladding applied, catering equipment installation planned . Bedroom accommodation: bathrooms tiled, decoration underway, furniture production started (samples reviewed and adjusted). Accessible en-suite bathrooms fully compliant . Decoration is well advanced throughout . Bar area fit-out is the main outstanding task - design complete, tenders received, contractor selection in progress. Installation scheduled for January <p>JB asked if works were planned to enhance Wesley Square, noting its importance in showcasing the development and creating a town feature, potentially including Advanced House in conversations</p> <p>IS confirmed:</p> <ul style="list-style-type: none"> . Immediate surroundings will be improved - damaged original stone flags will be replaced with similar stone paving . Steps will undergo significant repair . Victorian light features will be refurbished; new lighting will highlight the building façade. 	

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	<p>IS offered to meet with interested parties on site together with the electrical contractor to review the lighting scheme and consider further suggestion</p> <p>DMc and PT have discussed options to enhance the square area, including the removal and replanting of trees and shrubs, and reinstating the fountain. Funding options will be explored, with consideration given to accessing funding through the Pride and Place programme during future discussions</p> <p><u>Civil Engineering Skills Academy (Seymour)</u> Slides were shared and SA gave a verbal update</p> <p>Funding Summary:</p> <ul style="list-style-type: none"> . Grant monies claimed . Contingency request pending <p>Centre of Excellence – Exeter Street The Board received an update on education and engagement activities: Work is ongoing with ECITB to deliver a Level 2 Pipefitting Scholarship, alongside a Net Zero Industry Scholarship in Plating sponsored by Net Zero, Teesside Power and the Northern Endurance Partnership. Apprenticeships continue to progress, including Level 3 Engineering Construction Pipefitter and Non-Destructive Testing programmes. STEM initiatives included Women in Engineering Day and visits from students at English Martyrs and High Tunstall School of Science to learn from HCFE apprentices and tutors. Additionally, a ‘Pledge Tree’ created by students was presented at the Tree Equity for Hartlepool community launch event as part of the Trees for Cities initiative</p> <p>Skills Academy - Brenda Road In September 2025, HBC planning approval was received for the modular building signage application</p> <p>In October 2025, Seymour Civil Engineering received national recognition as winners of the Constructing Excellence National Awards. The submission highlighted the Skills Academy and Town Deal investment, emphasising initiatives that supported moving individuals from unemployment into work and advancing workforce development within the sector</p> <p>In January 2026 the North East Institute of Technology will launch a new Skills Bootcamp for Groundworkers in collaboration with HCFE, the Civil Engineering Skills Academy, and CECA employers, creating opportunities to train new entrants into the construction/build sector and upskill existing employees</p> <p>Also in January, the Trees Community Forest initiative will commence, involving tree and shrub planting with a five-year maintenance plan supported by volunteers from Seymour, Hartlepool College of FE, and Tees Conservation Volunteers.</p> <p>Into Employment Routes:</p> <ul style="list-style-type: none"> . SA updated members on the additional employers that have joined the employment routes and the various sectors where students have progressed 	

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	<p>into employment</p> <p>SA took members through KPI Progress to date confirming additional learners and additional achievements delivered across reporting periods, surpassing targeted outputs</p> <p>Brenda Road will welcome more HCFE learners from January 2026, including Level 1 Bricklaying, Level 2 full-time learners, and T Level students in Design, Surveying, and Planning</p> <p><i>SA will present data at the next Board meeting to showcase local engagement – work is underway to firm up figures on local and regional spend. Exeter Street data remains challenging due to a single contractor. Social Value reporting has proved complex however efforts are ongoing with HCFE’s data team to extract information and produce a robust social value calculation for the Civil Engineering Skills Academy</i></p> <p>JB congratulated the team on the recent award and highlighted the impressive impact of the Skills Academy, requesting that website figures be regularly updated to showcase key statistics and actively promote achievements</p> <p><i>JB and PH requested a site visit to the Centre of Excellence, Exeter Street, noting it as an excellent facility. SA will coordinate to arrange the visit</i></p> <p><u>Health & Social Care Academy (HSCA) (NHS)</u> Slides were shared and GW gave a verbal update:</p> <p>Business Activity - Significant progress being made during this period, including the successful update of the online course booking system with a dedicated website with 2026 courses and the integration of a new room booking system</p> <p>There is a new education structure to strengthen HSCA resources. The Business Partner has resumed duties following maternity leave</p> <p>Business development initiatives are underway, with a centralised enquiries system, development of marketing materials to build brand, and plans for social media accounts to enhance HSCA’s profile</p> <p>Additionally, resources have been expanded with new simulated training kits to support a wider range of practical courses such as first aid</p> <p>Delivered first Advanced Life Support (ALS) course and another successful e-ALS session, establishing ALS training. First aid training is now delivered regularly with a full programme planned for 2026/2027, Including two free places on Mental Health First Aid courses for Hartlepool charities</p>	<p>SA</p> <p>SA</p>

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	<p>Basic Life Support training is also established and being delivered off-site to organisations that have facilities and larger groups for training, with the first session held at a local dental practice</p> <p>HMIMMS – Health Management and Major Incident Medical Management and Support introduced to strengthen emergency planning and response skills</p> <p>A ‘Time for Tea’ health and wellbeing event was held in partnership with Hartlepool Museums, promoting calm and cultural engagement</p> <p>Recent careers events delivered to local schools focused on career development, hands-on skills, and interactive activities to inspire children and support future workforce development</p> <p>A meeting with HBC is scheduled to take place shortly to explore opportunities to develop and strengthen social care provision</p> <p>Awards & Recognition: Received recognition from HCFE for supporting over 100 apprenticeships</p> <p><i>KPIs have been achieved early in the programme. GW will provide a comprehensive update at the next Board demonstrating impact through job outcomes, inspiration metrics, and quantifiable data on Hartlepool and Tees Valley residents engaging</i></p> <p><u>Reimagining Middleton Grange (HBC)</u> Slides were shared and PT gave a verbal update</p> <p>Project Elements: PT highlighted the main elements of the £13m capital investment from HBC through MHCLG’s Local Regeneration Fund (formerly Town Deal) to restore the Grade II listed former Binns building and create new public realm and entranceways, to form Phase 1 of a wider plan to enhance the footprint.</p> <p>Last Quarter Progress: Agreement reached for HBC to grant fund HDC to deliver the project and appoint a Development Management role and delivery partner. Development Management specification will complete in December 2025 and the legal process for grant funding is progressing. Pre-start information and survey review now completed to inform RIBA Stage 3 and Comms and branding work underway.</p> <p>Next steps include: Completing specifications and legal sign off for the Grant Agreement, with formal Agreement in place by January 2026. A tender for the Development Management role will be issued in December 2025, with appointment expected in Q4 2025/26. A Steering Group will be established in January 2025 to meet every eight weeks to oversee delivery. Comms and branding work has been agreed, with site visuals scheduled for installation by the end of January 2026</p>	<p>GW</p> <p>PT</p>

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	<p><i>MR enquired whether volunteers were required for the Steering Group, and PT confirmed that a request will be circulated to Board members in the New Year</i></p> <p>PH informed the Board members of a potential end user for the building and hopes to be able to provide further details in the New Year</p> <p><u>Waterfront Connectivity (HBC)</u> Slides were shared and PT gave a verbal update</p> <p>The Waterfront Connectivity project continues to progress under the oversight of the Project Delivery Group.</p> <ul style="list-style-type: none"> Technical issues on walkway design nearly resolved - tender to be issued for local contractor to deliver groundworks and structure Completion of capital works on Slipway phase to be completed by 30 March 2026 Planning applications for Museum Plaza progressing, and notices have been served on key stakeholders – work is scheduled to commence January 2026 pending planning approval Continued engagement ongoing with key stakeholders <p><u>Wayfinding Strategy (PT)</u> The draft Wayfinding Strategy was circulated with the slide deck for review</p> <ul style="list-style-type: none"> Plans include destination framework and signage (totems, freestanding signs) along key routes Final design, fabrication, and installation scheduled for completion by March 2026 <p>This important phase will connect Highlight and surrounding developments. Comments are invited, and proposed imagery, branding, and colour palettes will be shared for feedback</p> <p>DMc expressed appreciation for the progress and confirmed that an internal meeting should be scheduled, with coordination to be arranged</p>	
6.	<p><u>COMMUNICATIONS AND ENGAGEMENT</u> Slides were shared and CK gave a verbal update</p> <p>In September, HBC launched a new council website with improved navigation and search functionality. Town Deal pages are now easier to access and fully inclusive, attracting approximately 1,300 views to date</p> <ul style="list-style-type: none"> A Wesley Chapel update video was released in July 2025, featuring a walkthrough with Councillor Pamela Hargreaves and Darren Hankey. The video achieved 9,000 views across HBC social media channels (6,000 on Facebook and 3,000 on LinkedIn). The next update video is scheduled for October 2025. In November, a video showcasing the recent careers event at HSCA was shared, including interviews and clips of young people participating. Initial views across all platforms are around 5,000 In December, update on the MGSC project 	

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	<p>Upcoming Activity:</p> <ul style="list-style-type: none"> Steve Hilton is developing a video overview of all Town Deal projects, aiming for launch by the end of January 	
7.	<p><u>RISK REVIEW (PT)</u> <u>Governance, Audit and Risk</u></p> <p>PT informed members that new technical guidance on reporting requirements for MHCLG and updated Monitoring & Evaluation (M&E) processes is expected in April, with no current M&E update available. All up to date capital payments have been received, and future guidance will clarify spend profiles for 2026–27 and payment schedules</p> <p><i>Structural changes at MHCLG have introduced a more flexible, light-touch approach, with emphasis on sharing milestones and achievements to support media engagement. CK will explore communications opportunities in the new year</i></p> <p><i>PT will liaise with TR to review risks and identify an additional Board member volunteer</i></p>	<p>CK</p> <p>PT</p>
8.	<p><u>ANY OTHER BUSINESS (CHAIR)</u></p> <p>The Chair congratulated Toni Rhodes (TR) on her new appointment as the Chief Executive of Education Partnership North East (EPNE)</p> <p>The Chair, on behalf of the Board, expressed gratitude to Reshma Begum for her significant contributions, noting that this meeting would be her last as she moves on from the Federation of Small Businesses, and extended best wishes for success in her new venture</p>	
	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>Wednesday, 4th March 2025 at 10 am – 12 pm on TEAMS</p>	

Action/Decision Log				
Item	Description	A/D	Action/Decision	Owner
3.	TERMS OF REFERENCE	A	<i>PT requested that the Board consider whether membership needs strengthening</i>	PT
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5.	PROGRAMME UPDATE EXCEPTION REPORTING Civil Engineering Skills Academy	A	<i>SA will present data at the next Board meeting to showcase local engagement – work is underway to firm up figures on local and regional spend. Exeter Street data remains challenging due to a single contractor. Social Value reporting has proved complex however efforts are ongoing with HCFE's data team to extract information and produce a robust social value calculation for the Civil Engineering Skills Academy</i>	SA
5.	PROGRAMME UPDATE EXCEPTION REPORTING Civil Engineering Skills Academy	A	<i>JB and PH requested a site visit to the Centre of Excellence, Exeter Street, noting it as an excellent facility. SA will coordinate to arrange the visit</i>	SA
5.	PROGRAMME UPDATE EXCEPTION REPORTING Health & Social Care Academy (HSCA)	A	<i>KPIs have been achieved early in the programme. GW will provide a comprehensive update at the next Board demonstrating impact through job outcomes, inspiration metrics, and quantifiable data on Hartlepool and Tees Valley residents engaging</i>	GW
5.	PROGRAMME UPDATE EXCEPTION REPORTING Reimagining Middleton Grange	A	<i>MR enquired whether volunteers were required for the Steering Group, and PT confirmed that a request will be circulated to Board members in the New Year</i>	PT
7.	<u>RISK REVIEW (PT)</u> <u>Governance, Audit and Risk</u>	A	<i>Structural changes at MHCLG have introduced a more flexible, light-touch approach, with emphasis on sharing milestones and achievements to support media engagement. CK will explore communications opportunities in the new year</i>	CK
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