



WARRINGTON
Borough Council
WARRINGTON TOWN DEAL BOARD

**Minutes of Meeting held on
Friday 4 December 2020 – 4.00 PM
MICROSOFT TEAMS MEETING**

Attendees:	Company	Apologies
Matt Crompton – Chair	Muse Developments	Andy Carter MP
Steve Park	Warrington Borough Council	Martin Wood MHCLG
Cllr Russ Bowden	Warrington Borough Council	Lucy Gardner NHS
Charlotte Nicols MP	North Warrington	Laurence Pullan WBC
Bill Carr	Carpe Diem	David Boyer WBC
Ben Wakerley	Warrington’s Own Buses	Steven Broomhead WBC
Ian Cox	Golden Square	Carl Mackie NHS
Nichola Newton	Warrington & Vale Royal College	Ted Adams NHS
Nigel Schofield	Warrington Chamber of Commerce	
Stephen Fitzsimons	Warrington Chamber of Commerce	
Kathryn Green	Warrington Borough Council	
Cllr Tom Jennings	Warrington Borough Council	
Simon Kenton	Warrington Borough Council	
Angela Roberts	Warrington Borough Council	
Steve Hunter	Warrington Borough Council	
Lisa Knowles	Atkins	
Fayyaz Qadir	Atkins	
Dave Thompson	Warrington Disability Partnership	
Steve Coffey	Torus	
Andy Hulme	Cheshire & Warrington LEP	
Stephen Taylor – rep Andy Carter MP	Warrington South	
John Boileau – rep Lucy Gardner	Warrington NHS	
Joel Tagg – rep Martin Wood	MHCLG	

Item	Subject	Action
1.0	Welcome and Apologies	
1.1	The Chair welcomed all the meeting and noted all apologies received	
2.0	Minutes of Meeting held on 23.07.2020	
2.1	The minutes were agreed as an accurate record. There were no matters arising.	
3.0	<u>Town Deal Board Progress Report</u>	
3.1	Steve Park presented the progress report on the Town Investment Plan (TIP) submission and funding award to the Town Deal Board. The TIP set out a total ask of £26.56m across 7 transformational projects and the TIP was submitted to government on the 31.7.2020 for Cohort 1 towns.	



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3.2	<p>The Chair Town Deal Board and the CEO of the Council were informed of the outcome of the bid on 27 October 2020 offering £22.1m along with Heads of Terms (HOT) for Warrington contained in Appendix 1. Funding allocation for each of the 7 proposed projects, taking into account the shortfall of £4,460.00, were discussed.</p>	
3.3	<p>Heads of Terms The Heads of Terms were signed by the Chair and CEO and submitted to government on November 18, 2020. The HOT will act as a Memorandum of Understanding and also set out that within two months of the deal being signed i.e., 18 January 2021 the Council must confirm in writing to Government the projects that are being taken forward. The business case for each project must be submitted to Government within 12 months of the HOT being agreed, i.e., by November 17, 2021.</p>	
3.4	<p>The Heads of Terms also identified 4 of the 7 projects that could be ‘fast-tracked’ i.e. the business cases could be submitted ahead of others in the TIP and funding could be agreed with Government separately. This is purely at the discretion of the Council as to which project it wishes to fast-track in this manner. Any decisions will be communicated to the TD Board at the next meeting. Support from Partners will be crucial to achieve this.</p>	
3.5	<p>Accelerated Funding On September 25th, 2020 the Chair of Town Deal Board received a letter from the Secretary of State confirming that Warrington had been awarded £1m of ‘Accelerated Funding’ to fund projects that are in line with the Towns Fund framework. The Council has directed this funding to the Bus Depot Project on the basis of the project meeting the criteria set by Government, such as the ability to meet spending timescales of March 31, 2021. Joel Tagg, CLGU confirmed that the Accelerated Funding of £1m is in addition to the £22.1m subsequently offered in October, therefore the total offered is £23.1m and therefore £3.46m short of the ask made in July and is over and above what is contained in the HOT.</p>	
3.6	<p>All Electric Bus Fleet Bid On 27th October 2020, the Council was informed that it had been unsuccessful in its application to Government to fund the replacement of the town’s bus fleet with electric vehicles. This application forms part of the proposal for the relocation of the bus depot, a key project set out in the TIP.</p>	
3.7	<p>Resources It is recommended that the Town Deal Board formally minute their thanks to Atkins for the pivotal work done in assisting Warrington in the development of the Town Investment Plan and having it submitted by the Government deadline of July 31st, 2020. Without the support of Atkins this would not have been possible. The Board noted their thanks and appreciation.</p> <p>Warrington were granted a total of £173,029 of support funding. The Council now intend to utilise the remaining £94,887 of support funding to secure the services of a dedicated programme Director and Programme Manager to oversee the development of the detailed business cases for each of the projects. On November 22, the Council</p>	Noted



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3.8 3.8.1	<p>announced that Simon Kenton will undertake the role of Town Deal Programme and Partnership Director on a secondment basis for two years. Support in kind will be required from Partners and the continued involvement of Atkins will be kept under review as and when required.</p> <p>The Council have also secured the services of Alison Roberts who will undertake the role of Town Deal Programme Manager.</p> <p>Recommendations:</p> <p><u>The Town Deal Board are recommended to:</u></p> <p>Record their appreciation of the pivotal work done by Atkins that lead to drafting and submission of the Town Investment Plan by the deadline set by Government.</p> <p>Note the new allocation of funding to each project following the offer from government of £22.1m funding for the Town Deal.</p> <p>Note the appointment of the Simon Kenton as Town Deal Programme Director and Alison Roberts as the Town Deal Programme Manager.</p> <p>Note that partners involved in the development of detailed business cases for each of the projects set out in the TIP will seek to support resourcing where possible.</p> <p>Note the next milestone as being the confirmation of the projects to be taken forward by the deadline of January 18, 2021.</p>	Agreed Noted Noted Noted Noted
4.0 4.1 4.2 4.3 4.4	<p><u>Introductions – Simon Kenton and Alison Roberts</u></p> <p>Simon Kenton introduced himself to the Board and gave some background to his long and varied experience working in Local Authority, WBC, 'Warrington Together' and with Health Partners. He is excited to be taking on a lead role for the Town Deal and working for the citizens of Warrington.</p> <p>Alison Roberts introduced herself to the Board. Alison is currently working in Infrastructure Services and has worked on many diverse schemes for the Council over a 7 year period. Alison has been responsible for external assurance checks and validation for major projects and will be ensuring correct processes and controls within the TD programme are undertaken. Alison is looking forward to the challenge ahead.</p> <p>SP confirmed there is a real balance between both skill sets of Simon and Alison. We now need to build on the strengths we have with all our partnerships to ensure we get the programme over the line with a good resource balance.</p> <p>Dave Thompson endorsed the work and connections of Simon Kenton working with Partner Agencies as excellent.</p>	



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5.0	<u>Any other business</u>	
5.1	DT raised an item contained in the minutes. He requested assurance the Bus Depot scheme will include a 'homes for life' as standard. SP confirmed we would make sure this is a requirement that is built into the project.	SP
5.2	Stephen Taylor, on behalf of Andy Carter MP wanted to thank all the Town Deal Board and the team who have pulled the bid together and thanked all for their continued support.	Noted
5.3	Joel Tagg clarified that the timeline for the fast track projects is tight and wanted to flag the advice below as he recognised this will be challenging. As Joel Tagg currently understands it, the guidance is waiting on the Ministers approval.	
5.3.1	<u>Advice for C1 Towns</u> <ul style="list-style-type: none">• To continue to proceed with progressing projects and business cases• To liaise with TDP re their support• To update you/us as soon as possible on any required spend this financial year (spend by 31 March 2021)• For any fast-track projects (where there is spend required this year and business cases are submitted) they are likely needing to meet TIP conditions (e.g. provide an engagement plan) and submit completed summary documents relevant for that project to us as soon as possible/or by Friday 15th January (earlier would be better, although acknowledge this depends on us releasing the guidance!)• After Heads of Terms has been agreed, towns have two months (by 15th January) to confirm which projects will be taken forward as part of their Town Deal, this should include the following information on each project:<ol style="list-style-type: none">a. Towns Fund askb. Match funding total and breakdownc. Expected outputs and outcomesd. Plan for addressing key conditionse. Whether the project will be fast-trackedf. Proposed financial profile and the Revenue/Capital split (approval at MHCLG's discretion)	
6.0	<u>Proposed date of next meeting</u>	
6.1	The proposed date of the 5 February is not convenient. A later date to be agreed and a meeting invite to be issued in due course.	KG