



WARRINGTON
Borough Council
WARRINGTON TOWN DEAL BOARD

Minutes of Meeting held on 9 April 2021 2.00 p.m.
MICROSOFT TEAMS MEETING

Attendees: Matt Crompton – Chair Steven Broomhead – Vice Chair Steve Park Cllr Russ Bowden Andy Carter MP Charlotte Nicols MP Nichola Newton Nigel Schofield Lucy Gardner Ian Brackenbury Kathryn Green Simon Kenton Alison Roberts Dave Thompson Ben Wakerley Eleanor Blackburn Emma Hutchinson Simon Foden Chris Bowen Bill Carr	Company Muse Developments Warrington Borough Council Warrington Borough Council Warrington Borough Council South Warrington North Warrington Warrington & Vale Royal College Warrington Chamber of Commerce NHS Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Disability Partnership Warrington Own Buses Warrington Borough Council LiveWire & Culture Warrington Langtree Torus Carpe Diem	Apologies John Adlen – C&W LEP John Laverick – WBC Steve Hunter – WBC Martin Wood – CLG Steve Coffey – Torus Ian Cox – Golden Square David Boyer – WBC Laurence Pullan – WBC Cllr Tom Jennings – WBC Stephen Fitzsimons - COC Kim Cooper - ARUP
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Item	Subject	Action
1.0	Welcome and Apologies	
1.1	The Chair welcomed all the meeting and noted all apologies received	
1.2	It was agreed it was appropriate that a minutes silence would be observed due to the announcement of the death of HRH Prince Philip, Duke of Edinburgh.	Observed
2.0	Minutes of Meeting held on 12 March 2021	
2.1	<u>Matters arising</u>	
2.1.1	2.1.3: Architects Case Study – JL to share the case study with the Board when received.	JL
2.1.2	4.5: DT clarified the templates were Section 75 agreement templates are the ones referred to. SK confirmed it would be looked at in terms of project updates and that Section 75 is across Health & Social care but will update in Programme Director's section.	SK
2.1	5.7: Stephen Fitzsimons (SFz) to update at the next meeting as to the contact secured to help progress ERDF bid to pass onto Simon Foden.	SFz



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2.2	The Chair thanked all the Project Leads for their updates which were included in the papers for this meeting.	Noted
2.3	The minutes were agreed as an accurate record.	Agreed
3.0	Levelling Up Fund	
3.1	Steve Park (SP) gave a verbal update to the Board on the Levelling Up Fund. This was announced by the Chancellor at the last Budget and included a Prospectus issued to Local Authorities. It is earmarked towards regeneration/transport and heritage/cultural schemes. One bid for each Parliamentary area is allowed of up to £20M per area and as we have two MP's for Warrington this means there are two lots of up to £20M for one project for each area. There is a possibility of having a bigger bid in addition to the two for a £50M transport scheme. The funding behind the project is 50% coming from DfT therefore an expectation there will be transport schemes brought forward. The prospectus talks about having an Engagement Board to include MP's which will oversee Warrington's levelling up fund application submission and subsequent delivery. SP has liaised with David Boyer to identify a series of projects of what could be suitable to bid for. Opportunities for Leisure schemes such as the River Mersey and regeneration schemes, in particular High Street schemes. Discussions have taken place with the Chief Executive, Leader and Deputy Leader as to the capacity to put together a good quality bid in the time required. The deadline is 18 th June to be part of the first round, although subsequent rounds will be held. SP has liaised with Andy Carter MP and it is thought that it could be prior to end of this year. Warrington is a Category 2 town which is an indicator where we stand as to the likelihood of success. As we are well on with the Town Deal which is draining resources as well as the Local Plan and Local Transport Plan it is not likely a good scheme would be ready by the deadline of 18.6.21. On this basis, and following discussions internally, it has been decided not to bid for round 1 and will wait on round 2 following consultation with both Warrington MP's. This Board is ideally suited to lead and provide the governance. We will continue to work on progress for the next round when it is announced.	
3.2	The Chair agreed that it would make sense not to bid for round 1 if there is an opportunity to go for round 2 with a good chance of putting forward a compelling bid and securing funding, this would be the sensible way forward.	
3.3	The Vice Chair (VC) made the Board aware of the enormous controversy of how the algorithm is derived and which placed Warrington in Category 2. This is a National fund rather than regionally announced a year ago to support the North. We do not lack ambition in the town but need to be realistic and go for round 2. Discussions have taken place with the MP for Warrington South, Andy Carter, who has reservations and has agreed he would talk to government officials. The VC is awaiting a response.	AC
3.4	Charlotte Nicols MP North confirmed she has spoken recently to the owners of Gulliver's as to bids going in for a number of different towns because of where they are based and they were under the impression there may not be a second pot of funding. This is not what has been confirmed, but even if it proves to be the case she still thinks the strategy that we have agreed as not to bid now and having a better chance of a 2 nd bid, if and when it comes, is still the best approach.	
3.5	SP added there are a number of towns awarded capacity funding to develop their bids for the levelling up but not Warrington and await confirmation as to why not and which	



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	towns have. SP has met with Gulliver's and they are forming part of a potential project with WBC for round 2 in the rediscovery of the River and outdoor facilities.	
4.0	Programme Office Update	
4.1	Director's Report	
4.2	Simon Kenton (SK) has included an overall review within his report and this also includes a Programme management review by Alison Roberts (AR). The Town Deal is being incorporated into the Central Masterplan and Health & Wellbeing Strategy.	
4.3	National SK provided an overall update on progress of the Warrington Town Deal programme since the last meeting held on 12 March 2021. The report covers issues on national, regional and local footprint. The Chair and Vice Chair received a confirmation letter from MHCLG on 22.3.21 confirming allocation of the £22.1m to Warrington. The Programme Office has queried the Ministry about the possibility of accessing the revenue allocation of the offer before acceptance of any business cases so as to enable the projects to commence. Allocation will be issued to WBC under s.31 of the LGA 2003. A response is awaited. S.31 enables Local Authorities latitude to passport monies. A note will be provided by SK at the next meeting for the Board to note. The bid for £120K into the RDEL for capacity funding was unsuccessful. Feedback has been requested. A meeting is to take place on the 14.4.21 with the Town Deal Delivery Partner at which all issues and questions will be raised. If any Board Members wish to raise any issues then please advise SK or AR directly by email then please do so.	SK All
4.3.1	Board Members are directed to access https://townsfund.org.uk/about the Towns Fund website as a useful resource and are encouraged to sign up to the newsletter. Warrington's presence and profile will be raised on the site. Laurence Pullen will present a draft communications framework for the Board's consideration at the next meeting.	To note LP
4.4	Regional The programme office participated in a regional workshop on the 24.3.21 consisting of Cohort 1; 2 & 3 Towns in the North West. This assisted in the construction of our Business Cases. Warrington are invited to share their experience of being a pioneer Cohort 1 town. Overall pace of the programme was questioned and concerns will be picked up with the Town Delivery partner.	SK
4.5	Local A bid of £200K has been submitted to the Council's Capital Investment Programme Group (CIPG) in lieu of the failure to obtain RDEL support. We still await a response. Presentations have been given to Partners such as Healthwatch; New Hospital Steering Group; Health Overview & Scrutiny committee and the Health & Wellbeing Board. The draft business case for the Health & Social Care Academy has been agreed and will be presented to the Council's Cabinet in May 2021 for approval. Four fast track programmes have been identified and are increasingly frustrated in terms of timeframes, therefore a letter has been drafted to both our local MP's to try to Lobby the Ministry to try and get	



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	some support around this due to being supported as a fast tracked town. Hopefully this will expedite matters.	AC/CN
4.6	Nichola Newton (NN) echoed SK's point as to the fast track nature of the projects and reiterated that the MP's could strongly lobby for some feedback for the Health & Social Care Academy as it would be crucial to carry out works when Students are not in the building. Otherwise there is a potential for a year's delay. Question raised around the completion of summary documents. SK confirmed they will be completed with the support of SK & AR. H&SCA is already completed.	SK/AR
4.7	CH confirmed the logistical challenges that would be faced if the funding does not come through to the Council within the timescale. CN will be speaking to the MHCLG and the DfES in regard to the documents sent by NN today to make a case.	CN
4.8	DT raised recent articles in local newspapers which have been negative in regard to the shops within the town centre and areas of deprivation. It would be worth WBC communications ensuring that a strong message goes out as to the funding expected and how it is to be used. It was agreed that LP is to pull together a plan prior to the next meeting. SK confirmed LP will be meeting with all project leads in advance of the next meeting.	SK/LP
4.9	The Chair raised State Aid and whether our teams are getting on the right side of State Aid and how they are procuring their submissions and do not fall foul of regulations. SK confirmed this is in hand with the WBC legal team and is confident we can adhere to the six principles of State Aid.	
4.10	Summary of Project Status Alison Roberts (AR) presented two papers for the Board's information which will be included in future Board papers. This is a brief project status summary which covers the description of the project and tracks in terms of grant draw down and financial position. There is also an overall programme that is developed with key dates. This is being reviewed at the programme board level and then presented at future Board meetings each month to ensure milestones are noted and agreed. It will be a live view of where we are that sits behind the programme to ensure we are on track.	
4.11	Lucy Gardner raised the figures within the grant column and whether they are correct. AR confirmed this will be checked and updated.	AR
5.0	<u>Project Leads Updates</u>	
5.1	Sustainable Travel Programme Ian Brackenbury (IB) presented the project update to the Board on behalf of Steve Hunter. The report was taken as read. Key Events were highlighted as contained in the update provided. Currently awaiting clarification from MHCLG if one overall business case and five summary documents are required or five individual bases and five summary documents. A meeting is scheduled late April/early May with all Warrington Town Deal leads to present the sustainable package schemes to identify linkages with the other	



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	<p>projects. A strategy will be produced for approval by MCHLG so the business case can be finalised. A request for consultancy support for some elements of the business case is to go out to tender. IB confirmed he will report back on the details of the consultancy early next week as is unaware of the exact detail once Steve Hunter is back in the office.</p>	IB/SH
5.1.1	<p>Dave Thompson confirmed a meeting had taken place with Golden Square to look at the premises previously used by Brighthouse in relation to the Cycle Team and conversations will now take place with Ian Cox to take forward.</p>	DT/IC
5.1.2	<p>AR confirmed she sits on the Sustainable Travel Delivery Board and it is anticipated the bids will be put out via the Transportation framework and they will be requesting support on the economic side to allow the team to complete the business case. This is being prepared and should have a quick turnaround to appoint.</p>	
5.1.3	<p>SP confirmed this forms a wider need for capacity support to get the Business Cases developed to the necessary standard, given we do not have the funding from Government to start this process. In consultation with the Chief Executive, the Council's CIPG allocated £200K at its last meeting and that is set to be placed with the Partners to get the Business Cases Developed. This now solves the funding issue but still need to identify how the funding is transferred into the hands of Partners whilst adhering to Local Government rules and regulations.</p>	SH
5.1.4	<p>The Chair raised how many cases and summaries would be required. SK confirmed the MCHLG it will be an amalgamated single Business Case or summary document will be required.</p>	
5.2	<p>Health & Social Care Academy Nichola Newton (NN) presented the project update to the Board. The key events for this period are contained in the update provided. The key risks and watch points to the fast track element of this project are the ongoing uncertainty around the pace of the MHCLG approval process and terms and conditions of the grant funding agreement. The Business Case has been approved and confirmation of the grant funding agreement has been signed by all parties to commence the project and was submitted on the 1 April 2021 and the summary document has been submitted. The Draft Business Case is available to view, via the link included within the project update. NN thanked everyone involved to get this Business Case to the line within the timeframe required. It is critical that we continue in this collaborative style to make sure the design of the Academy is as it should be and that the Education Skills offer meets the needs of the many partners engaged.</p>	
5.2.1	<p>The Chair raised the critical path as to what is the latest date in the plan to get confirmation of the funding. SK confirmed it is the 8 May 2021 so time is of the essence. Clarity is required. NN confirmed that agreement in writing would be beneficial to allow procurement to proceed.</p>	
5.2.2	<p>SP confirmed it is a tight deadline and the fact that we have indication it is s.31 grant gives assurance and a grant funding needs to be in place between the Council and the Partner, who needs to agree the terms and conditions to ensure right outcomes. Clarity</p>	



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	<p>as to what happens if an overspend occurs on the project and what the liability would be. The Council Cabinet will need to be sighted on the transfer of monies from the Council to Partners. It is expected that the Health & Social Care Academy will be taken to May 2021 for approval.</p>	
5.3	<p>Health & Wellbeing Hub</p> <p>Lucy Gardner (LG) presented the project update to the Board. The key events for this period are contained in the update provided. An overview on the three groups established was given and have met. Detailed discussions taking place with stakeholders. Locations are being considered. Work on the strategic case continues with a first draft to be completed in time for the next report. Access to funding to complete the necessary technical work to ensure high quality business case submission is a key watch point. Advanced funding from MCHLG is being explored as is identification and/or funding within own and partner organisations. A draft strategic case to be completed; a shortlist of sites to be identified and project objectives and critical success factors to be agreed.</p>	
5.3.1	<p>The Chair raised the shortlist of sites and requested whether this can be available for the next meeting. LG confirmed the shortlist is will be shared with Stakeholders initially. Some initial site visits have taken place. Location, size and availability and access is important to ensure we deliver on the regeneration of the town centre and access to retail as well as the Health benefits. The criteria has been shared with the oversight group, delivery group and eventually to the Stakeholder group. LG confirmed she has met separately with Ian Cox in Golden Square of which three units were looked at and are included in the short list.</p>	LG
5.4	<p>Advanced Construction Training Hub</p> <p>Nichola Newton (NN) presented the project update to the Board. The initial stakeholder meeting was well attended on the 30.3.21 and NN to continue to Chair the meetings. It included excellent discussion and good points raised which will be taken forward within the business case. There will be a business case development launch following HSCA submission post 1.4.21. Land discussions are ongoing with the Challenge Academy Trust (TCAT). Business case development and stakeholder engagement meetings are ongoing. The college has commissioned the services of Mickledore to work with the WVRC on the economic case.</p>	
5.5	<p>Warrington Bus Depot</p> <p>Steve Park presented the project update to the Board on behalf of John Laverick and was taken as read. Key events were highlighted in the update provided. Electric Bus fleet funding from government is back on the table and we have been given an indication we are in for a potential bid again. We have the Zero Emissions Bus Region (ZEBRA) and are making progress with this and hoping for a successful bid and a state of the art Bus Depot capable of supporting this. There is some concern in regard to secondary access from Bewsey Road in addition to the primary access from Dallam Lane due to land ownership and related restrictions which may prove difficult and therefore access will be by Dallam Lane only with emergency access via Central Trading Estate. Warrington Own Buses are being briefed in this matter and are supportive. Good response from the Market to tender. Lease/Disposal still under consideration. Tender price risk will be considered in receipt of tenders. Formal sign off of Design principles document is required as is</p>	



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	<p>completion of tender documents for construction works and aiming for July 2021 to award. Mobilisation will be considered during tender evaluation exercise. Progression of strategy for lease and disposal of depot is ongoing.</p>	
5.5.1	<p>SP confirmed that in relation to the egress issues, we have been made aware that the tenant of the property on Central Trading (which is Council owned) are moving on and that problem will be resolved.</p>	
5.6	<p>Pyramid Remastered Eleanor Blackburn (EB) presented the project update to the Board and taken as read. The key events for this period are contained in the update provided. Approval for the 200K granted has enabled Consultants Charcoal Blue have been selected to support the project. Following approval from WBC CIPG the work can commence once internal WBC sign off is formalised. Emma Hutchinson (EH) confirmed she is looking forward to working with Charcoal Blue to take the project forward. Due to the wide range of stakeholders and opportunities for creative programming, the project needs to be careful the Pyramid brand and focus does not become diluted. The consultants due to be appointed are being encouraged to challenge the proposals. The business case submission is tight and the level of detail required will need stress testing against industry standards. Additional consultancy support may be required to achieve in the timeline required. Stakeholder workshops are underway. An appendix of the draft summary vision and aspirations is included within the papers for information.</p>	
5.6.1	<p>The Chair questioned what creative industries would this consultancy be appropriate for and what will they be focusing on. EB confirmed the Consultants will primarily act as a critical friend in terms of focusing on those creative industries needed. We are already aware of our strengths, such as musical and comedy and potential growth opportunities in terms of Performing Arts, but also know that the Pyramid cannot be all things to all people and industry experts will assist in clearly defining exact vision measurable deliverables. EH confirmed there is a lot of data gathered over the years as to what the cultural audience in Warrington looks like and the demand for the Cultural offer which has enabled Culture Warrington to identify the gaps on offer. The critical friend that could challenge the data and direction of travel for the project would be useful, particularly for the Culture Warrington team. These are exciting next steps.</p>	
5.7	<p>Digital Enterprise Hub Simon Foden presented the project update to the Board. Wire Regeneration has continued dialogue with University of Chester on their potential involvement in the project. Two positive site visits have taken place and the University of Chester who are considering to what extent they could be involved including a potential presence at the Hub. A steer has been requested within the next two weeks to understand how we are progressing. The existing St James' Building refurbishment project is in the final stages of securing funding from EDRF and a decision is expected early April 2021. The EDRF project dictates the programme be completed by June 2023. The target is to submit the business case to MCHLG in June 2021 with start on site in January 2022.</p>	
5.7.1	<p>Bill Carr (BC) raised the progress and what further development has been made and what the target audience will be around the Business Case development. SF confirmed a</p>	



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<p>5.7.2</p>	<p>specification document has been pulled together setting out what is being developed. This is being shared with UoC and WBC who will make the decisions. BC is keen to avoid earlier mistakes made that materialised of projects in Manchester of Digital Hubs built with lots of physical testing kit excellent but the actual service of the unit didn't work. Need to make sure that engagement is the key priority. SF confirmed it is important that a business development team make these links around the region, e.g. Daresbury and this is a key aspect to make these links between different sectors and digital. The Chair asked if BC could look over the Business Case to look at any shortcomings that may be evident and ensure the direction of travel is on track with his first-hand experience. BC agreed to liaise directly with SF.</p> <p>SP raised the Vision document as to what the Hub was intended to be and was high level and targeted initially for UoC thoughts as it is a prospect that they become quite a significant tenant and provider. This will be picked up with UoC shortly. Following this, it was intended to open up ideas from members of this Board who have different angles as to what we mean by digital and keen to get input from the Board into this and BC will be involved in this exercise and hopefully to start this next week.</p>	<p>BC/SF</p> <p>SP</p>
<p>6.0</p> <p>6.1</p>	<p><u>Any other business</u></p> <p>The Chair thanked all for attending the meeting and welcomed the advanced papers issued to assist in keeping the meeting focused. Collectively the Board has been handed the opportunity of bidding for the £22.1M, securing a Cohort 1 position with government as well as being offered to Fast Track some of our projects it would be regrettable if funding stalls which may affect any of the Fast Track Projects. It is crucial this funding is secured.</p>	
<p>7.0</p> <p>7.1</p>	<p><u>Date of next meeting</u></p> <p>It was agreed to schedule the next meeting for May and dates will be considered by KG and approved by the Chair and Vice Chair prior to an invite being issued. KG will alert the Project Leads once the date is agreed as to deadline for submission of their project updates to be included in the papers for that meeting.</p>	<p>KG</p> <p>KG</p>