



WARRINGTON
Borough Council
WARRINGTON TOWN DEAL BOARD

**Minutes of Meeting held on
Friday 12 March 2021 – 9.00 am
MICROSOFT TEAMS MEETING**

Attendees:	Company	Apologies
Matt Crompton – Chair Steven Broomhead Steve Park Cllr Russ Bowden Andy Carter MP Charlotte Nicols MP Ian Cox Nichola Newton Nigel Schofield Lucy Gardner Stephen Fitzsimons David Boyer Kathryn Green Cllr Tom Jennings Simon Kenton Alison Roberts Steve Hunter Dave Thompson John Laverick Kim Cooper Damian Richards-Clarke Chris Bowen	Muse Developments Warrington Borough Council Warrington Borough Council Warrington Borough Council South Warrington North Warrington Golden Square Warrington & Vale Royal College Warrington Chamber of Commerce NHS Warrington Chamber of Commerce Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Disability Partnership Warrington Borough Council Arup Warrington Borough Council Torus	Bill Carr – Carpe Diem Catherine Holmes – HE Simon Foden - Langtree Malcolm Jackson -Langtree Emma Hutchinson - LiveWire John Adlen – C&W LEP
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 12 February 2021	
2.1	<u>Matters arising</u>	
2.1.1.	3.4: The draft note to be prepared by Simon Kenton (SK) to the Board relating to timeframes is tabled within the Programme Director’s update to be heard later in the meeting.	
2.1.2	4.3: Advanced Construction Training Hub – The Chair has provided the contact details to NN.	
2.1.3	4.4: Bus Depot – John Laverick (JL) will share the case study from the architect with the group once received.	JL



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2.1.4	4.8 – Programme plan will be included within the programme director’s update	
2.1.5	The minutes were agreed as an accurate record.	
2.1.6	It was agreed that for future meetings, the various Project Leads would produce a short, no longer than A4, covering what has happened in the previous month, i.e. compliance with State Aid rules and regulations and any concerns the group have.	Project Leads
3.0	<p>Levelling Up Fund</p> <p>SBh gave an update on the Levelling Up Fund recently announced last week by Government and a prospectus produced following the Chancellor’s budget for 4.6 Billion fund, focusing on investments in town centres, transport and culture. Warrington have been graded as ‘2 out of 3’ categories and could potentially receive up to £20M. SBh suggested that the Town Deal Board could act to act as the umbrella group for consideration of bids. It is very similar to the Town Deal Bid, and rather than create a separate group. Steve Park (SP) will make a presentation at the next board meeting around the opportunities that may exist.</p>	SP
3.1		
3.1.1	The Chair agreed this would be sensible rather than form a separate group.	Agreed
3.1.2	Andy Carter MP (AC) agreed it would be a good idea to bring the Levelling Up Fund under the umbrella of the Town Deal Board. AC confirmed Warrington could actually be in receipt of £40M – as each MP within a Council area can bid up to £20M each.	
3.1.3	<p>Martin Wood (MW) commented that in reference to the Levelling Up Fund etc and possible future role for the Board, a good introduction to the announced schemes is found at the weblink below. Clearly the proposed briefing by Steve Park will help the Board on the detail:</p> <p>https://www.gov.uk/government/collections/new-levelling-up-and-community-investments</p> <p>This collection brings together three investment programmes which aim to level up communities.</p>	
4.0	<p>Programme Director’s Progress Report</p>	
4.1	Simon Kenton (SK) presented an overview in relation on what the current position is to with the MC&LG. Warrington is a Number 1 cohort town so will likely be the first that the government will consider in relation to Business Cases and that presents a challenge. Most of the cohort 1 towns and delivery of services are a Council who are obliged to fulfil the outcomes and funding for the Town Deal, however, Warrington are able to form partnerships to help deliver the outcomes. We need to be clear on arrangements and conditions, liabilities and seeking government advice around streamlining. The Council are working on the possible liabilities of the four fast track projects.	
4.2	There is some duplication in the paper in relation to State Aid, but just to underline we are doing as much as we can, working with government to expedite the outcomes of the Town Deal.	



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4.3	The Chair raised whether external legal advice is required for external partners. SK confirmed this is being sought from government and internal legal resources.	
4.4	Martin Wood (MW) Confirmed this is a new scheme and they are collectively working their way through all six Cohort 1 towns. It is worth reflecting that the arrangements between central government and Warrington as the accountable body will be relatively light touch conditions and support beyond the Heads of Terms Letter. MCHLG will be continue to respond to queries, but will be looking to Warrington to use the good practice Warrington has used over the last few years to develop the relationships with the individual projects and accountable bodies.	
4.5	Dave Thompson confirmed there are some templates on project work that could be utilised. SK confirmed they will be looked at.	SK
4.6	Alison Roberts (AR) gave an update to the Board. All project leads have been contacted and a template has been created for key milestone dates and transferred that to Microsoft Project Gant chart. AR will then issue the draft to SP/SK to approve and then to be attached to the minutes of this meeting when issued. The Chair confirmed this could feature as part of the updates and deadlines that will be provided by Project Leads for the next meeting.	AR/KG
5.0	<u>Project Leads Updates</u>	
5.1	<p>Health & Social Care Academy</p> <p>Nichola Newton (NN) gave an update to the Board. The more detailed business case is going well. The first key stakeholder meetings have taken place and feedback is being received by stakeholders. The group are hoping for an economist to work with them accessed via the LEP to help develop the economic case. Dialogue is free flowing between project leads to develop a strategic case. The next meeting to be held on 16.3.21. as a joint oversight committee. SK/AR are assisting throughout giving re-assurance. The team are visiting other similar colleges as part of best practice and working with Stockport Local Authority who have worked on similar projects. NN is looking at the skills training aspect with Adult Social Care (ASC) creating a northern standard of care.</p> <p>The Chair requested a brief oversight of who is involved with the business case. NN confirmed they are University of Chester/Warrington & Halton Health Trust Employers and employers in the ASC as well as Warrington Disability Partnership and will look at the business case as it is being created. NHS is also providing a good conduit.</p> <p>DT confirmed that the outside world is looking into Warrington and has recently attended a Skills for Care Board who are a national agency. The association of ASC are also very interested in the proposed academy. NN confirmed the project is highly collaborative and running at pace. It is really important that the Academy should be a centre of excellence. NN confirmed they are aiming for a 1 April submission although is dependent on the Economic case being developed.</p>	



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5.2	Health & Wellbeing Hub Lucy Gardner (LG) gave an update to the Board. LG & NN are working closely together across the two projects. Joint meetings across two projects are going well and stakeholders are being updated with Heads of Terms signed. Key milestones have been shared at the meetings and governance agreed going forward. Joint stakeholder meetings will take place across the two projects as well as individual delivery groups which are now diaried. From the Health & Wellbeing hub perspective, drafted a more detailed project plan and started a piece of work to identify where it needs to be. The group have met with WBC & CCG colleagues to review a shortlist against criteria at the delivery group meeting on the 23.3.21. Need to expand on what services will provide within the Hub. A lot of third sector colleagues are being involved to ensure it is not just focused on clinical health service, but also prevention support that may be required, bearing in mind the impact of COVID-19.	
5.2.1	The Chair raised the size and location of the H&W Hub and who controls the building. LG confirmed it is important it will be town centre based to support the economic regeneration of the town centre and footfall. Through work with WBC currently looking at Local Authority properties and others which could be considered within a retail space. The Chair raised state aid and deadlines. LG confirmed we are good to go and the biggest challenge is around engaging the level of design required. A design will be considered to assist in this. In terms of State Aid there are no immediate issues, but will be reviewed in detail.	
5.2.2	Ian Cox confirmed GSQ are happy to engage with these conversations in terms of retail space and they are currently exploring opportunities as to what becomes attractive within the centre. It was agreed for IC/LG to have a meeting off line to discuss further.	LG/IC
5.2.3	DT confirmed he had received feedback from 3rd sector colleagues about the Health & Well-being Hub and that it looked and felt health focused, so it was good to hear from Lucy that it will be much wider.	
5.3	Advanced Construction Training Hub Nichola Newton updated the board. There are no concerns with this scheme and timeline and looking to complete by end of August. First stakeholder meeting taking place end of March and in that group there will be Key employers and awarding bodies contributing. Currently writing the strategic case and discussions will be ongoing before end of March. Amenable discussions are taking place around buying some land from TCAT (The Challenge Academy Trust) is ongoing.	
5.4	Bus Depot John Laverick gave an update to the Board. The Business Case and monitoring assurance report is complete to provide majority funding. There are slight issues with access to the site, which may need to be re-designed and could cause a slight delay but is worth doing to ensure the operation for the Bus Depot is absolutely clean. This could slip the start date from May back to June. Seven contractors are approved to go out to tender. Slight concern around construction price fluctuations need to be considered. The sign off of	



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	<p>the facility with WOB is due to complete next week and the contract to sign over the site to progress the construction.</p> <p>Ben Wakerley (BW) confirmed there is a potential for a third chance to bid for an Electric bus town and there is a really opportunity to radically transform what we are offering in Warrington. Along with the WBC solar farm ownership you have a good green end to end bus system. A debate is needed around commitment and a package of measures on car use is difficult but vital. This would have an impact on the new depot.</p> <p>JL noted we have anticipated electrification at some point so the Bus Depot is ready to take it when needed. SH confirmed this is referring to ZEBRA (Zero Emission Bus Regional Areas competition) and is an exciting opportunity. A launch was will be held imminently and DfT have given up to 3 pm today for his department to respond to proposed guidance on WBC's behalf. One of the four projects is bus priority and will be important to support our bid going forward. The Chair queried where the funding was coming from. SH confirmed it would come from government making up to 75% contribution on infrastructure costs and also 75% contribution towards the difference in price of diesel bus compared with an electric bus. The Chair requested that if Morgan Sindall is on the list to tender then he would have to declare an interest.</p>	
<p>5.5</p>	<p>Sustainable Travel Programme</p> <p>Steve Hunter gave an update to the board. Good progress being made since the last meeting. A full internal team is in place and a governance structure is in place within the E&T Directorate. Good in-house expertise is available, although the team will be drawing on assistance from experts they use for business case preparation. The first and last mile executive summary is included in the Supplementary Planning Document. The Cycle Hub conversations are taking place with WDP and GSQ cycle charities. ZEBRA is making good progress on identifying bus priority measures. The study to identify short term bus priority schemes fits well and good candidates are emerging working with WOB. Currently considering at Tesco bus gate. In terms of state aid SH is confident that they satisfy all requirements. IC confirmed they have had conversations with DT to identify potential options for the Cycle Hub.</p>	
<p>5.6</p>	<p>Pyramid Remastered</p> <p>Eleanor Blackburn (EB) reported on the most recent update. Currently engaging with a number of options including the RDEL grant opportunities for funding will need quick turnaround if successful so they have been engaging with a number of different options of project consultants with specialist expertise in the development of Arts Buildings which is initially for pre-feasibility and business case support. This will allow for proceed at pace to get to the tender stage. At the same time the sub-group of the main project development board has been working stakeholder engagement plans and focusing on Arts and Practitioners which is fundamental to the business case. A wider of groups will be engaged with once the specialist work is complete. WDP are to be involved around accessibility and access to Arts. It can be difficult around the spaces, but progress is being made around genres/performance/music/visual art etc., that may be included. A positive catch up took place with Langtree in regard to the Digital Enterprise Hub and will be looking at the projects working together. EB is confident that the November deadline will be met.</p>	<p>JL/MC</p>



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5.6.1	<p>The Chair raised concern around too many genres being involved. EB confirmed the primary focus of Pyramid will be on talent development and supporting future professionals with music being an important connectivity. Although do need to be careful we don't spread too thinly. Where opportunities/activities cannot be provided in the space there is connectivity with the Digital Enterprise Hub and Museum. Networking opportunities have been helpful from that point of view.</p>	
5.6.2	<p>MW referenced RDEL funding and that other towns have also requested RDEL to assist in the preparation of their business cases. MW is not involved in these assessments but will state that the fund was vastly oversubscribed and there will be undoubtedly be winners and losers so not every town will receive funding and although not sure when confirmed will be received but expecting the outcome will be known imminently, so it would be wise not to put all eggs in the basket. The Chair thanked MW for the information.</p>	
5.6.3	<p>SP confirmed the RDEL came in part way through our programme so will be also looking at securing internal capital funding. SP requested that MW take back a message that the Council I am sure would be sympathetic to applications for Cabinet funding for these business cases to be developed, but our ability to then re-charge these projects should they go live, so the Council is able to recoup that funding would be helpful and at this point we are led to believe that this is not possible and would be helpful for this to be taken back to government. MW Agreed.</p>	MW
5.7	<p>Digital Enterprise Hub</p> <p>Simon Foden (SF) gave an update to the Board. SF confirmed a lot of work is taking place on the aspirational document with WBC in terms of specification and with input from Cllr Jennings and the University of Chester. The University will visit St James' site next week and are very keen to be involved. Synergy's Meeting with the Pyramid took place yesterday around links that could be made. As to the overall project, they are getting close to ERDF funding which is part of the existing St James's refurbishment projects and expect to hear back next week which can be fed into the business case. Now driving towards submission to CLG in June as a realistic target finalising the specification. Ultimately driven by the ERDF programme so the project needs to be completed by June 2023. Targeting start on site next year.</p> <p>The Chair raised whether the funding is dependent on ERDF. SF confirmed the scale of project may change but they are mutually exclusive.</p> <p>Stephen Fitzsimons confirmed he has spoken to the DIT Digital lead and he is not convinced that this is a significant opportunity for Warrington due to competition from Liverpool and Warrington but he has secured a contact that could help progress the ERDF bid and will pass this onto SF.</p>	SF



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6.0	<u>Any other business</u>	
6.1	SP raised a question to MW. We are planning on delivery of projects rather than just a business case and part of that project planning is trying to estimate not just the timing of when the BC would be submitted but when we expect to hear back and have the business case confirmed from government and the next stage as to when we would receive the funding so we can with agreement move the money into the hands of the partners who will be paying contractors and suppliers. If we could get a sense of timing on how long it will take to confirm the business case and then for the funding so we can plan our projects accordingly within that timeframe.	
6.2	MW confirmed SP's point is noted. Cohort 1 towns are trail blazing a lot of the process on this so answers are not available at the present, but will take away this request. MW is aware of the pressure to turn around government responses to recommendations regarding business cases and for cash to flow soon after the confirmation. He will revert back to the Board, but rest assured this matter has been raised with government and MCHLG are pushing for clarification.	MW
6.3	The Chair thanked all for attending the meeting and the contributions made.	
6.0	<u>Date of next meeting</u>	
6.1	A meeting in April will be held with date to be agreed. KG to issue an invite as soon as confirmed to all Board Members - 9 or 16 April to be considered.	KG