



**WARRINGTON**  
Borough Council  
**WARRINGTON TOWN DEAL BOARD**

**Minutes of Meeting held on 21 January 2022**  
**MICROSOFT TEAMS MEETING**

<b>Attendees:</b> Matt Crompton – Chair Andy Carter MP Martin Wood Nichola Newton Lucy Gardner Stephen Fitzsimons Anton Fields Alison Roberts David Boyer Dave Thompson Chris Bowen Eleanor Blackburn Emma Hutchinson Chris Bowen Malcolm Jackson John Laverick	<b>Company</b> Muse Developments South Warrington DLUHC Warrington & Vale Royal College Warrington NHS Warrington Chamber of Commerce Warrington Borough Council Warrington Borough Council Warrington Borough Council Warrington Disability Partnership Torus Warrington Borough Council LiveWire & Culture Warrington Torus Langtree Warrington Borough Council	<b>Apologies</b> Steven Broomhead Ben Wakerley Steve Coffey (Rep by Chris Bowen) Laurence Pullan Nigel Schofield John Adlen Steve Hunter Charlotte Nichols MP Cllr Russ Bowden
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Item	Subject	Action
1.0	<b>Welcome, Introduction and Apologies</b>	
1.1	The Chair welcomed all the meeting and noted all apologies received.	
2.0	<b>Minutes of Meeting held on 3 December 2021</b>	
2.1	<u>Matters arising</u>	
2.1.1	Actions from the meeting held on 3 December were confirmed as ongoing or completed and Alison Roberts (AR) is monitoring progress.	
2.1.2	AR confirmed a high level communications meeting has been held with Martin Wood in relation to all projects opening or ground breaking ceremonies. All dates are being discussed and the timeline should be available shortly. The Chair requested that all Board members to be advised and information circulated of all programmes and projects when available.	AR
2.1.3	Nichola Newton (NN) confirmed she has set up meetings with SFz/SP to follow up on contacts. The next steering group of the ACCE project will be held in March 2022 and work is in progress. NN is continuing to liaise with Lucy Gardner as part of the steering group.	NN
2.1.4	Minutes were agreed as a correct record.	Noted



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3.0	<b>Town Deal Director's Report</b> This report covers the overall progress of the Warrington Town Deal Programme since the last Board meeting held on 02 December 2021. All project have progressed in line with expectations. Construction work on the Bus Depot started on site in December. The Department for Levelling Up, Housing and Communities (DLUHC) have approved all projects. The Digital Hub was approved this week completing approval. Cabinet and DLUHC approval dates were noted. The challenge is now of delivery and ability to spend the funding with speed. Good progress in general and no further updates on risks since the last meeting. Anton Fields (AF) and AR continue to work together with all project leads for monitoring and evaluation purposes.	
3.1	The Chair requested that a project report be pulled together to record the forecast in spend. AF confirmed the intention is to bring a more detailed report be brought to the next meeting which is financed focused.	AF
3.2	SP marked the fact that the TD Board programme has hit a major milestone with committed funding from government. This is testament to the individual Project Teams, the Board and the Chairmanship and the effort put into this and would like to record our thanks to all, including thanks to Martin Woods and the DLUHC team.	Noted
3.3	NN requested whether the official approval of the funding will be issued in writing. AF confirmed this has been received by the WBC CEO and will be sent on to NN.	AF
3.4	MW reiterated the point on reaching a significant point and milestone and moving into a delivery phase. Thanks to all the Board and a good team effort from everyone. Cohort 1 has been challenging for Warrington and MW thanked all for their patience. The financial aspect is important and discussions have taken place to keep on top of it and it is welcomed that the Board takes a strategic view which is key to get the balance right.	
3.5	<b>Programme Office Update</b> AR presented the latest updates on all projects current status. Clarification of grant funding agreement is being prioritised. All DLUHC payments made for this financial year. We now need to spend the allocation and understand whether any project underspend to notify our S151 to make alternative arrangements to spend this year.	
4.0	<b><u>Project Lead Updates</u></b>	
4.1	<u>Advanced Construction &amp; Civil Engineering Centre (ACCE)</u> Nichola Newton (NN) presented the project update to the Board. Official approval has been received. A week behind on progress. Design meetings started this week. Stakeholder meetings ongoing. The report is taken as read. In summary project is progressing well.	
4.1.1	NN reverted back to the project with additional information. The Chair had raised earlier in the meeting the critical dates required for the build. NN confirmed the Planning approval is expected to come through July 2022 and building work to commence in October 2022 and completion is set for September 2023. NN confirmed they are	



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	introducing technical elements and there is a bid being submitted to support this. It would go some way to combat the inflation in prices that have been alluded to.	
4.2	<p><u>Pyramid Remastered</u></p> <p>Eleanor Blackburn (EB) presented the project update to the Board. The project board meets next week after which there will be a full update. Funding was approved and moving into the next period it will require a refresh/firming up of the project timing to ensure no potential slippages and then moving rapidly moving into procurement process for the project management of the project which is the critical piece of work along wider governance and stakeholder engagement.</p>	
4.2.1	<p>The Chair raised the added challenge of dealing with a complex existing building and whether there is a plan in place in terms of physical activity to suit the budget. EB confirmed they have always planned to do a phased approach that may require additional external funding. There are opportunities/options/additional funding that can be considered and there are potential value options and built in improvements that could be pulled back if required on the upper floor. This would allow to delivery of the scheme that will be able to meet the outcomes outlined in the business case and within the budget.</p>	
4.2.2	<p>Dave Thompson (DT) raised the upper floor/mezzanine access and whether if possible for it be retained. EB confirmed there are priority areas and improved accessibility is key and will be considered as a priority.</p>	
4.3	<p><u>Health &amp; Social Care Academy</u></p> <p>NN presented the project update to the Board. The report is taken as read. Progressing well. Work has commenced and furniture ordered. Stakeholder's assistance has been excellent and the Health Trust continues to be a key stakeholder. Working with Job Centre Plus in regard to training for Adult Social Care sector and Personal Assistant training. The signage is underway and on schedule for the build. In terms of financials the profile spend to October is £ 400K and there is £173K yet to be spent and they are working on this.</p>	
4.3.1	<p>The Chair raised the response received to tenders. NN confirmed Tenders are all in train and no issues.</p>	
4.3.2	<p>DT raised the portal system. NN agreed to arrange a visit. DT confirmed this is a critical time for the H&amp;SC academy to be up and running as soon as is possible due to the current crisis. NN confirmed the Academy will be fully operational by September 2022.</p>	NN/DT
4.3.3	<p>MW – important to build on the communications which is linked to monitoring &amp; evaluation. The system in place is quite staid, and gives what is needed for value for money. Indicators don't lend themselves to this joined up activity and type of project (including H&amp;WBH) and it would be beneficial to develop some powerful case studies which can be promoted within the DLUHC.</p>	
4.3.4	<p>NN confirmed the model that has evolved through this project for the College are Phenomenal and as explained to Andy Carter MP, there is a Skills Bill coming through the</p>	



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	<p>House of Lords. The model with a Business centre Manager at the heart of driving the Curriculum is incredibly strong and it is intended to invest in the same process for the ACCE. NN confirmed that the College will have an abundance of case studies to promote.</p> <p>4.3.5 Andy Carter MP confirmed that Warrington is being used as a model and looking closely at this project and the Skills Minister is planning to come to Warrington and see the work taking place at the College. The Disability Minister is also due to visit Warrington in March 2022. The Conversations are revolving around cross organisation working and collaboration to tackle issues across the care and skills sector. It is important that more examples are available to put to Ministers and used as a collaborative tool to bring parties together is critical. This is a great example of levelling-up to break down silos that exist.</p> <p>4.3.6 SP confirmed this was all by design. The skills thinking was embedded at the scoping stage of the Town Deal and is pleased to hear that we were right.</p> <p>4.3.7 Chris Bowen confirmed Torus have experienced similar issues on new build residential schemes in relation to contractors/inflation/tenders/suppliers. CB happy to meet or call NN to discuss if needed.</p> <p>4.4 <u>Health &amp; Wellbeing Hub</u>          Lucy Gardner (LG) presented the project update to the Board. LG raised whether the papers and minutes are shared publically. Kathryn Green confirmed that only minutes are shared publically via the Council website, Agenda packs are circulated to the Board only. Looking to engage a third party to negotiate the lease arrangements and manage the capital programme. There are benefits to this including a significant reduction in the capital costs which would enable and assist with revenue costs. Other benefits include taking a paper through the Finance Committee through the Trust this week and then through their Board for approval of engaging the third party. A decision is required as soon as possible to move to the next stage of design. Continue to engage with stakeholders during throughout this process. The Third Party will be retained on a consultancy basis. Working closely with AR/AF to get the funding agreement in place and have allocated £100K to cover the gap in the short term. Ongoing revenue costs are a challenge. Options being reviewed on how to share the ongoing costs and risks with key delivery partner. Aiming for end of calendar year for the Hub to be operational. Proceeding well with great support from the Council.</p> <p>4.4.1 DT and LG to liaise in regard to the Third Party engagement.</p> <p>MW observed the practicalities of the funding and capitalisation of costs. Need to ensure that the Council, as an accountable body, for the allocation, that the 151 Officer is content with the way in which it is proposed to handle the funding if related to the DLUHC and needs to be monitored regularly.</p> <p>4.5 <u>Sustainable Travel Programme</u>          David Boyer (DB) presented the project update to the Board on behalf of Steve Hunter. The report is to be taken as read. Progressing well and at a stage to progress the detailed design of a number of packages for external and internal resource. External resource has been commissioned. The timescales as set out in the report. The cycle hub is due to open</p>	<p>CB/NN</p> <p>DT/LG</p>
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	<p>in the summer of 2022 and a number of other projects due to be completed end of this financial year. Key parts of the project is engagement with regard to changes of the Public Realm and as part of this consultations will be undertaken with key stakeholders and members of the public.</p>	
4.5.1	<p>DT has met with a WBC officer and have agreed to set up a regular meeting with the Disability connected forum around the accessibility funds and agreed engagement with that forum as part of the community engagement. DB welcomed DT's positive input and thanked him for his continued support.</p>	
4.5.2	<p>The Chair raised PR opportunities. In regard to the list of 5 schemes which would warrant most publicity. DB confirmed the cycle hub as a key part of the sustainability agenda to get that transformation in use. As schemes are completed it is an opportunity to get publicity out and is part of the government's agenda. There will be opportunities and will ensure due worth on publicity on all schemes.</p>	
4.5.3	<p>SP confirmed the Bus Depot ground breaking would be the first communications to come out and will co-ordinate through MW any ministerial attendance. This fits in with the sustainable travel point raised.</p>	
4.6	<p><u>Bus Depot</u> John Laverick (JL) presented the project update to the Board. Report to be taken as read and noted. Contractors are now mobilised and on site. No contamination issues at present and risk is receding well. Planning issues have been discharged. Next piece of work is confirmation of the ZEBRA funding of £21M and the Council are also contributing £22M and how it will be integrated is being worked on. Design team has been appointed. Leases and overarching agreement is signed and exchanged. The lease is completed but still to be signed. Good progress. Ground-breaking date is still being considered and the sign board still to be installed.</p>	
4.6.1	<p>MW requested a discussion off-line with JL regarding the Ground-breaking date to ensure Ministers are available. MW has already flagged and promoted the 8 February date to the Ministerial team. To reiterate, this project is another powerful case study where the Town Board and Council are joined up in regard to government policy and making it real and tangible for businesses and residents of Warrington. DLUHC are keen to make sure this a good case study and even if the 8 February is not possible they are looking to obtain Ministerial and MP engagement. JL confirmed that Carefoots are purchasing materials in advance and the Council are storing to mitigate construction supply risks.</p>	MW
4.6.2	<p>DB confirmed the project is transformational for the town and one of the largest government awards across the Country. MW confirmed the project case study is powerful and cross-cuts local and national ambition agenda. There is also the housing dimension as part of the demolition of the old Depot.</p>	
4.7	<p><u>Digital Enterprise Hub</u> Simon Foden (SF) presented the project update to the Board. Excellent news that confirmation of funding has now been received and working with AR and AF around grant funding agreement and enter delivery mode. Making headway to get on site and deliver.</p>	



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4.7.1	<p>Good news received that University of Chester will take up a presence at the Digital Hub and take space from September this year within the Hub. Permanent space going forward. Project Board is established with Langtree/Wire Regeneration and WBC Officers which also includes architects and project managers to share latest designs and progress/programme and will meet monthly. ERDF tranche of funding is nearly ready to be finalised and looking to be submitted within the next two weeks. Start on site expected in October 2022.</p> <p>Hydra facility is a central area for emergency services and training purposes. Great piece of technology</p>	
5.0	<p><u>Any other business</u></p>	
5.1	<p>DT raised whether there is any news in regard to the next round of levelling-up funding. SP confirmed there is a Convention for the North scheduled for 8 February which will be broadcast on-line and expect the white paper to be launched on this date. Some attendance from WBC will be there. An announcement on round two maybe expected at this time.</p>	
5.2	<p>Andy Carter MP confirmed he had a briefing from Michael Gove last week and an announcement is expected last week in but may change and is expecting April for the second round window to be opened up. The criteria is expected to remain the same.</p>	
5.3	<p>MW confirmed he cannot speculate as to the exact time of the White Paper or the launch of the next round of levelling up, but it is right that the Town Board, in conjunction with other partners &amp; Council, do think about having projects ready and also would say that it is hoped the levelling up White Paper would give some indication on the direction of travel for the UK prosperity fund and how Warrington &amp; Cheshire will hope to maximise opportunities from that.</p>	
5.4	<p>SFz confirmed that a tentative date has been set for the Warrington Property Review on 22 April 2022 and there may be an opportunity for a stand at that event in regard to communications. The Chair agreed this would be a good opportunity and requested KG liaise with LP/DRC to arrange.</p>	KG/LP
6.0	<p><u>Schedule of meetings – 2022</u></p> <p>KG presented the 2022 dates to the Board for future reference. All meetings have been issued to</p> <ul style="list-style-type: none"><li>11 March (Finance)</li><li>22 April</li><li>20 May (Finance)</li><li>1 July</li><li>12 August (Finance)</li><li>23 September</li><li>4 November (Finance)</li><li>16 December</li></ul>	



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