



Workington Town Deal Board

5 March 2025, 14:00 – 16:00

MS Teams: [MS Team meeting link](#)

Minutes

Draft

Actions	Owner/Date
Project site visits and changes to the Town Deal Board to be actioned after the next Board meeting.	JC
PMs to address the risks highlighted by re-baselining the projects.	PMs
The new ToR document will be circulated with Board members ahead of the next Board meeting, where it can be reviewed for comments.	SR

No.	Item
1	<p>Welcome and introductions / apologies / declarations of interest</p> <p>In attendance John Coughlan (JC), Karen Wilson (KW), Denises Rollo (DR), Debbie Kavanagh (DK), Ruth Ollis (RO), Anthony Wareing (AW), Diane Carter (DC), Steven Caunce (SC), Steven Robinson (SR), Kevin Kerrigan (KK), Michael Heaslip (MH), Victoria Kelsall (VK), Barbara Cannon (BC).</p> <p>Guests None</p> <p>Apologies Chris Nattress, Cllr Mark Fryer, David Taylor, Valerie Hallard.</p> <p>Everyone was welcomed to the meeting, and introductions were made.</p> <p>Project site visits and changes to the Town Deal Board to be actioned after the next Board meeting.</p> <p>It was noted that Kevin Kerrigan is moving on from his current role and will be replaced by Steven Robinson. Steven was introduced to the Board members. On behalf of the Board, JC gave thanks to Kevin for his time and involvement.</p>

2	<p>Review of previous minutes The Board ratified the previous meeting minutes dated 15 November 2024.</p>
3	<p>Actions from previous meeting SR noted an Action Log would be introduced for the Board meetings going forward. A sample Action Log was shown to the Board. Members agreed they were happy with this.</p>
4	<p>Overview of the Workington Town Deal programme SR gave a client-side programme overview and explained how this links in with the Qrt 3 Programme Performance & Monitoring Report and Project Updates.</p> <p>From a programme perspective the Workington Programme is in a good place. Re-profiling agreed by MHCLG now reduces the time pressure on finalising the projects. It was noted the re-profiling application was successful and had no pushbacks due to the good progress made to date on the programmes, and the confidence from MHCLG in the overall delivery.</p>
5	<p>Quarter 3 Programme Performance & Monitoring Report DK presented the report to the Board. The report covers the period Sept – December 2024. It was noted that contractually committed spend is in a good place and outputs and outcomes are now becoming visible and able to now be recorded. Report risks were highlighted.</p> <p>PMs to address the risks highlighted by re-baselining the projects.</p>
6	<p>Programme/Project Updates VK gave an introduction of the projects, with updates being provided by the relevant project manager.</p> <p>SC updated the Board on the progress of the following projects:</p> <p>Innovation Centre</p> <ul style="list-style-type: none"> • Morgan Sindall appointed as the contractor in 2024. • Work has now commenced on-site with piling installed for the foundations. • Steel structure build to commence in 2 weeks. • Completion expected March 2026. • Engagement with Oxford Innovation ongoing as the potential operator. <p>Public Realm (Workington Town Centre Connectivity)</p> <ul style="list-style-type: none"> • This will involve improvements to Murry Road/ Oxford Street Junction and enhancements to Upton Street / Central Way • Contract was awarded to Thomas Armstrong in September 2024. • The final designs are to be presented this month. • Construction to start in April 2025. • Temporary Traffic Regulation Orders are to be considered in April 2025. • Works are due to be completed by December 2025. <p>VK provided an update on:</p> <p>Port of Workington</p> <ul style="list-style-type: none"> • Contractor has now been procured to remove the waste oil. The timeline for this is March – May 2025. • Planning consent for the Oldside area was received in Feb 2025. • Ecology and Biodiversity net gains are to be carefully managed. • Remediation contractor to be procured summer 2025.

	<p>KK noted that although not directly linked to the Town Deal project other initiatives that are linked to the wider development of the port are progressing:</p> <ul style="list-style-type: none"> • A new port manager has been appointed, and the overall port is being promoted in a bid to identify future development opportunities. • Building on the Town Deal Plan a strategy and business case, focusing on green development and the environment, will be produced. • A port prospectus is being created to sell the port's advantages to wider investors. This should be ready to launch at UK REiiF in May. • The Cumbrian Coast business case will be reviewed with other partners and updated. <p>Sports Village</p> <ul style="list-style-type: none"> • This was a red risk on the quarterly report due to the timeline falling behind the original business case. This is to be re-balanced for the next quarter and the risk reduced. • The project is being managed by Cumberland Sports Village (CSV) not Cumberland County Council (CCC). However, CCC are to supply additional resources to support the delivery. • Discussions are on-going, and the design is being reviewed, prior to the planning application being submitted. A public consultation is to be planned. • The business plan for the CSV is currently being prepared. The potential financial implications for the clubs who are to occupy the premises still needs further discussion and it is not yet confirmed if the Workington Reds' lease would move over to CSV. • CSV and CCC are currently meeting on a weekly basis to discuss the above. • Discussions with the affected clubs will continue. • Public engagement regarding the project details will have commenced by the next Board meeting.
7	<p>Assurance Framework and ToR Review</p> <p>DK explained a gap analysis and review had been conducted on the ToR documentation across all four Town Deal Boards.</p> <p>The existing ToRs have now been reviewed and amalgamated into a single robust document, ensuring alignment of best practice, which will sit alongside the Assurance Framework.</p> <p>SR noted the importance of having consistency across the Town Deal Boards and ensuring all paperwork is on good order for an audit, and that Assurance sits in the centre of this process.</p> <p>The new ToR will be circulated with Board members ahead of the next Board meeting, where it will be reviewed for comments.</p>
8	<p>Updates from MHCLG: Post Compliance reporting and Reprofilng Exercise</p> <p>A re-profilng application was submitted on the 23 January 2025 and approved on 13 February 2025. It was noted MHCLG has confidence in the programme and have granted an extension until March 2027.</p> <p>Post delivery compliance and reporting will need to continue up to March 2029 but will be based on outputs and outcomes.</p>
9	<p>Any other business / next steps</p> <p>JC thanked everyone for the meeting and CCC for producing all relevant information in a clear manner.</p> <p>Meeting ended at 14:47.</p>