



Workington Town Deal Board

16 May 2025, 14:00 – 16:00

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

Minutes

Draft

Actions	Owner/Date
Feedback to be provided on the circulated ToR document	All

No.	Item
1	<p>Welcome and introductions / apologies / declarations of interest</p> <p>In attendance John Coughlan (JC), Cllr Denises Rollo (DR), Debbie Kavanagh (DK), Ruth Ollis (RO), Anthony Wareing (AW), Steven Caunce (SC), Steven Robinson (SR), Kevin Kerrigan (KK), Cllr Michael Heaslip (MH), Cllr Barbara Cannon (BC), Robert Docherty (RD), Chris Nattress (CN), Katie Cartner (KC), Elizabeth Fitzsimmons (EF)</p> <p>Guests None</p> <p>Apologies Diane Carter, David Taylor, Valerie Hallard, Josh MaCallister, Victoria Kelsall, Ged Acton.</p> <p>Everyone was welcomed to the meeting, and introductions were made. No new declaration of interests reported.</p>

2	<p>Review of previous minutes</p> <p>A query was raised, and it was confirmed that the Cumbrian Coast Business Case referred to in the minutes related to The Railway.</p> <p>The Board ratified the draft minutes from the previous meeting (5 March 2025). The minutes will be uploaded to the Town Deal webpage.</p>
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3	Actions from previous meeting No 1 – In progress. Dates will be organised and circulated after today’s meeting. No 2 – Closed. To be covered today in Agenda Item 6. No 3 – Closed. To be covered today n Agenda item 7.
5	MHCLG 6 monthly report & monitoring return DK presented the report which had been previously circulated to Board members. The report covers the period 1 st Oct 2024 – 31 st March 2025 and the information within this report is used for completing the MHCLG returns. An explanation was provided on the various sections of the report, and that these are completed by project managers, with comments also included from the Client-side Programme Manager. It was clarified the next report to the Town Deal Board will be for April - June and will be presented at the next Board meeting 12 th September. The next report to MHCLG will be April - September and will be presented to the Board at the meeting on 14 th Nov. Approval of a signature from the Chair, so the return could ne submitted to MHCLG was requested and agreed.
6	Programme/Project Updates SC updated the Board on the progress of the following projects: Innovation Centre <ul style="list-style-type: none">• Contractor: Morgan Sindall.• Project is on site and construction has commenced, currently on programme and construction is anticipated for completion in March 2026 with opening of the building in June 2026.• Foundations have been completed.• Structural Steel frame has been erected.• Work has commenced on the internal steelwork to the floors.• Oxford Innovation have been chosen as the operator of the building on completion.• Oxford Innovation have been offered a 5-year lease which is awaiting Morgan Sindall legal process to finalise and sign.• Main electrical supply has been secured for September.• A “Steel signing” event was held recently at which various dignitaries including the Local MP Josh McAllister signed the steelwork. Public Realm (Workington Town Centre Connectivity) <p>SC stated the project would improve the overall experience for shoppers and introduce traffic calming measures. Slides were shown presenting an overview on the revised road layouts, planned road closures and re-directions and improved public realm offering.</p> Port of Workington <p>SC notes there are x3 sites within this project:</p> <ul style="list-style-type: none">- Port of Workington- Oldside Remediation- Tank Farm A

	<ul style="list-style-type: none"> Decommissioning and disposal of waste oil from existing tanks on Tank farm A would be complete by mid-June. Procuring a single contractor for demolition and remediation of all three sites – ITT launch in June. Project team working to discharge Planning conditions including Biodiversity Management/Monitoring Plan. Ecological constraints being carefully managed. Vegetation clearance undertaken and being maintained. Project completion scheduled for Summer 2026. Interested parties are now negotiating leases for remediated sites at the Port – bringing investment and helping realise the aspiration for a Clean Energy and Logistics Hub at the Port. <p>SR provided an update to the Board on the progress of the following project:</p> <p>Sports Village</p> <ul style="list-style-type: none"> The project is moving forward positively. Designs for the scheme have been amended, so the scale and ambition of the project is correct. We are in communication with key stakeholders and partners. Once we have agreement the scheme will move forward. More detail including milestones, programming and schedule of activity will be available by the next Board meeting. <p>JC noted this project has the biggest challenges, so we need to patient and give the team our full support.</p>
7	<p>Assurance Framework and ToR Review</p> <p>SR explained the review of the ToR had been carried out to ensure consistency across all four Town Deal Boards, to clarify the roles of both the Town Deal Boards and the Accountable Body and to strengthen governance.</p> <p>The Board were invited to review the draft ToR paper and feedback comments. Once the draft ToR document is agreed SR will drop in any Workington specific content and circulate a final version to the Board.</p> <p>Action: Feedback to be provided on the ToR (All)</p>
8	<p>Any other business / next steps</p> <p>RD and SR explained the role of RD on The Board. Going forward he is to act as an extra resource for Steve having an oversight on strategic issues, and to lead on gaining consistency across all four Town Deal Boards.</p> <p>JC thanked everyone for the meeting and CCC for producing all relevant information in a clear manner.</p> <p>DK confirmed that the quarterly return would be sent to the Chair for signature.</p> <p>Meeting ended at 14:31.</p>