

Carlisle Town Deal Board

Monday 13th May 2024 10:00-12:00

Conference Room B, Cumbria House, Botchergate, Carlisle / MS Teams

MINUTES

Item	
1	<p>Welcome / Apologies</p> <p>Attendees:</p> <ul style="list-style-type: none">• Emma Porter – Chair (EP)• Steve Robinson (SR)• Andrew Mackay (AM)• Prof. Julie Mennell (JMen)• Neil Tindale (NT)• Caroline Patterson (CP)• Jane Meek (JM)• Debbie Kavanagh (DK)• Samantha Aly (SA)• Shane Bryne (SB)• Ebony Rollinson (ER) <p>Apologies:</p> <p>Cllr Lisa Brown, Jo Lappin, Canon Benjamin Carter, Susan Young, Rob Brittain</p> <p>Declarations of Interest</p> <p>No new declarations of interest.</p> <p>The board expressed their deep condolences at the passing of Cllr Cyril Weber who had a valuable role on the Carlisle Town Deal Board since its inception.</p>
2	<p>Review of minutes & actions from previous meeting</p> <p>Minutes approved.</p> <p>Outstanding action “SR to contact Joel Rasbash to broaden on diversity of group”. SR has been in contact with Joel and is looking at options to increase board diversity. JMen offered support with getting youth representation through Carlisle Youth Zone. SB suggested contacting Denise Moses about representation for disability/SEND/mental health. The Chair requested for this to be added as an item for discussion at the next meeting.</p>
3	<p>Town Deal Board Membership</p> <p>Canon Benjamin Carter has contacted the Chair to advise that he will be stepping down from the board now that a new Dean of Carlisle has been appointed. Jonathan Brewster will be replacing Benjamin on the board. The board thanked Benjamin for his valuable contribution.</p> <p>Councillor representation: DK advised that a request to Democratic Services to appoint elected members to external boards would ensure the correct representation at the Carlisle Town Deal Board. Action: Request to Democratic Services (DK)</p>

	<p>LEP representation: As the LEP is currently in a transition period the board agreed to wait until it is clearer what the future role is. There needs to be consistency across all of the Cumberland Town Deal Boards.</p>
4	<p>Programme / Project updates</p> <p>SR talked the board through the Project Update Report.</p> <p>It was explained that the projects are moving forward. Southern Gateway is on track with the other projects behind but progressing. There are some issues with the Carlisle Business Exchange Centre and Start with the Park projects.</p> <p>The Digital, Community and Learning Hub has made significant ground since last year. There has been a rescoping exercise and the project is still able to deliver the outputs in the business case. The project team are currently assessing options around decanting of current services whilst the project is being delivered as the library will be out of action for 6-7 months. The current thinking is to utilise council owned assets for this to keep costs down and to be able to meet specific requirements for the Adult Learning service (such as locked doors).</p> <p>The Lighting Up Carlisle project is currently awaiting planning approval at the Cathedral. The team are currently working with the castle on the development of phase 2.</p> <p>CP explained that there has been early contractor involvement regarding requirements and impact.</p> <p>Programme Risks:</p> <p>Risk 1 is around budgets, value engineering and refining project scope. Each stage of project development has required assessment to find savings due to inflation. Scope reduction has led to some difficult decisions. The Capital team have been looking at efficiencies in purchasing and bulk buying. The Chair suggested that a way to avoid an increase in cost escalation is to ensure to avoid changes once a scheme has been agreed with contractors.</p> <p>Risk 2 is around consents and land assembly. Some projects, such as Lighting Up Carlisle, require consents from multiple levels which can slow down delivery and there have been land assembly issues on projects such as Start with the Park.</p> <p>Risk 3 looks at timings and deadlines. Mitigations in place for this risk include regular project updates, identification of project level issues and close working with DLUHC colleagues.</p> <p>Carlisle Business Exchange Centre: This project is integral to the wider Citadels project. The project has faced significant cost inflation pressures and has required value engineering, scope reduction and phasing to deliver the scheme within the funding envelope. DLUHC, University of Cumbria and Cumberland Council have all worked closely on this. Borderlands funding does not have the same time pressures as the Town Deal funding which needs to be defrayed by March 2026. JMen suggested that the project team could attend the next Town Deal Board meeting to provide an update.</p>
5	<p>Start with the Park Project Adjustment Request (PAR)</p>

	<p>A presentation outlining the need for a PAR was shared with the board. SR and CP talked through the slides.</p> <p>There has been difficulty acquiring the land via negotiation and gaining access to land for surveys. A best and final offer was made and this has been rejected by both land owners. The timing for the CPO process now makes it challenging for delivery by March 2026. It was also explained that the remaining budget after land acquisition would not even be enough to deliver a 'bare-minimum-scheme'.</p> <p>It was suggested that, given the challenges, Plan B should be looked at and consideration be given to submitting a Project Adjustment Request to DLUHC. The 'Plan B' for this project was discussed in project development and involves utilising funding in the Hammond's Pond area and improving the active travel corridor which will link to the St. Cuthbert's Garden Village area (Hammond's Pond to Ascot Way).</p> <p>It was explained that the Plan B option has been agreed through internal governance. The Board were comfortable with the principle of this revised approach.</p> <p>A PAR will be worked up and the Board will be kept informed during the process.</p>
5	<p>DLUHC returns</p> <p>DLUHC returns are due to be submitted 24th May. Prior to submission this will need to be shared with the board for comments and then signed by the Chair. The information in the return is reflected in the Town Deal Update Report.</p>
6	<p>Comms</p> <p>The comms plan for the North Area was shared on screen and will be circulated to board members. This plan covers all projects across the North Area.</p>
7	<p>Next Steps & AOB</p> <p>The next meeting will be held on August 22nd at 2-4pm. The meeting will be located in the Petteril Room, Civic Centre with the option to join via Teams.</p>
<p>Actions:</p> <ul style="list-style-type: none"> • DLUHC monitoring return to be circulated to board members for comment prior to signing by the TDB Chair and submission to DLUHC (SA/DK/EP) • Cumberland PMO Handbook to be shared with board (SA) • North Area Place Comms Plan to be shared with the board (SA) • Lighting Up Carlisle event evaluation to be shared with the board (SA) • Diversity of board to be added as an agenda item for August's meeting (DK) • Elected member representatives on Town Deal Board to be sought through Democratic Services (DK) • PAR to be worked up for Start with the Park revised approach (SR/CP/DK) • Carlisle Business Exchange Centre project team to be invited to the next TDB meeting to provide an update (DK) 	