

**Workington Towns Deal Board Meeting  
Friday 11<sup>th</sup> March 2022  
Draft Minutes**

*The meeting was held via MS Teams*

**Attendance**

**Board Members**

- |                              |                                       |
|------------------------------|---------------------------------------|
| • John Coughlan              | TSP Engineering Ltd.                  |
| • Cllr. Mike Johnson (Chair) | Allerdale Borough Council             |
| • Cllr. Paul Scott           | Allerdale Borough Council             |
| • David Taylor               | Allerdale Investment Partnership      |
| • Jo Lappin                  | Cumbria Local Enterprise Partnership  |
| • Catherine Gourlay          | Workington Town Council               |
| • Anthony Wareing            | Workington Heritage Group             |
| • Cllr. Alan Barry           | Cumbria County Council                |
| • Cllr. Mike Heaslip         | Allerdale Borough Council             |
| • Bridget Johns              | Cumbria Council for Voluntary Service |
| • Valerie Hallard            | Churches Together in Workington       |
| • Jack Gordon                | Sovereign Centros                     |

**Officers**

- |                      |                           |
|----------------------|---------------------------|
| • Kevin Kerrigan     | Allerdale Borough Council |
| • Brittany Mason     | BEIS                      |
| • Eloise Abbott      | BEIS                      |
| • Michael Barry      | Cumbria County Council    |
| • Lizzy Shaw         | Cumbria County Council    |
| • Francesca Robinson | Allerdale Borough Council |
| • Mike Egerton       | Sovereign Centros         |

**1. Apologies**

Jonny Lowe and Catherine Nicholson

**2. Minutes from previous meeting (11<sup>th</sup> February 2022)**

Valerie Hallard requested to be added to the list of Apologies under Item 1.

The Draft Minutes were otherwise agreed.

**3. Update on Business Cases**

Kevin Kerrigan referred to the reports which were taken to Allerdale Borough Council's Executive on 1<sup>st</sup> March 2022. All Business Cases had been agreed to as per the recommendations. This included identifying a need for further

work to in relation to ensuring the cost estimates are robust and the profiling of revenue streams prior to construction contracts being issued for the Innovation Centre, and the need for further development work in terms of deliverability and viability for the Sports Village and there are five key conditions which need to be addressed.

Alan Barry questioned if these issues can be resolved in line with Government submission timescales. Kevin Kerrigan responded by saying that the Project Summary Documents need to include details of potential risks and the potential mitigation plans; should issues arise, there is confidence that they can be addressed to ensure the projects can be delivered with the timeframe for the Town Deal Programme. Jo Lappin asked what happens if the issues cannot be overcome. Kevin responded by saying that the projects would then need to be brought back to the Board for discussion and conversations would need to be undertaken with colleagues in Government. All parties, including Allerdale Borough Council, need to be fully satisfied about any project risks and mitigation measures.

The Council's Executive agreed also delegations to the Chief Executive and other officers in relation to a number of related matters required to facilitate the delivery of the programme

John Coughlan expressed thanks on behalf of the Board to the Council's Executive Board in their support for the projects.

Mike Johnson explained that, as Leader of the Council, he presented the reports to the Executive. He expressed his thanks to the Board for their continued support and input to develop the projects to this point of submission.

#### 4. Next Steps

Project Summary Documents are currently being finalised to be submitted to Government by 24<sup>th</sup> March 2022.

Prior to submission, these will be signed off by the Council (s151 Officer or Chief Executive) and John Coughlan as Chair of the Board. Alan Barry formally moved support for John Coughlan to sign off the documents on behalf of the Board and there were no objections to this. Jo Lappin asked if this approach would be in accordance with the Assurance Framework; Kevin Kerrigan confirmed that it would be. Jo Lappin asked for a copy of the Assurance Framework to be circulated for re-familiarisation. A link to the terms of reference was subsequently circulated via the meeting chat facility.

Continuing to work with Cumbria County Council and Lakes College in terms of project delivery and grant funding. Allerdale Borough Council's Programme Director, in consultation with the S151 and Monitoring Officers have delegated authority from the Executive to finalise grant funding agreements so that they can be in place ready for the release of any Government approved funding.

5. Future Board Meetings

Given the status of the current project work, John Coughlan suggested that the monthly meetings should be moved to quarterly meetings. This would allow for more project development to occur between meetings to facilitate more detailed updates to the Board. However, there would always be the option to call an Emergency Meeting if deemed necessary. This was agreed by the Board.

6. AOB

No AOB proposed or discussed

*Meeting ended 14:46*