



## Carlisle Town Deal Board

11 February 2026, 14:00 – 16:00

Petteril Room, Civic Centre, Carlisle, or MS Teams

**Draft**

Action	Owner	Target Date
What does the Council want to get out of the Town Deal Board between now and March 2027.	Cumberland Council	15/05/2026
To produce a statement of support of the principle of the (Premier Inn) application and circulate it with the board.	Cumberland Council	15/05/2026

Decision	Owner	Target Date

No.	Item
1	<p><b>Welcome and introductions / apologies / declarations of interest</b></p> <p><u>In attendance</u>            David Wright (DW), Tracey Slaven (TS), Debbie Kavanagh (DK), Ellie Richardson (ER), Victoria Kelsall (VK), Caroline Patterson (CP), Michael Everitt (ME), Gill Forster-Spratt (GF-S), Rob Brittain (RB), Robert Docherty (RD), Andrew Mackay (AM), Georgina Harland (GH) (sub for Julie Minns).</p> <p><u>Apologies</u>            Amanda Buchanan (AB), Andrew Heron (AH).            Susan Owens and Cllr Lisa Hinton have stepped down.</p> <p><u>Declarations of Interest</u>            TS raised her standing conflict of interest due to her role at the University of Cumbria.            ME raised his standing conflict of interest due to his role at the Cathedral.</p>
2	<p><b>Review of minutes</b></p> <p>The Board discussed the draft minutes from the meeting dated 12 November 2025.</p> <p>CP raised a formatting error on page 3 that portrayed 'English Street' as its own project. This work is part of Southern Gateway so the update on English Street should fall under the Southern Gateway update.</p> <p>No other issues were raised.</p> <p>The minutes will be amended accordingly and uploaded to the Carlisle Town Deal webpage.</p>
3	<p><b>Actions from previous meeting</b></p> <p>No.18 – We have not received a Conflict-of-Interest form Nick Jones.            No. 19 – Former Chair, Emma, has agreed to meet at Tullie for a celebration event on Friday 15<sup>th</sup> May. Details to follow for board members.</p>

	<p>No. 34 – To be discussed in item 9.          No. 36 – To be discussed during item 8.          No. 37 – To be discussed during item 8.          No. 38 – DK explained advice is awaited from Legal. However, we see no problem with the board writing as an entity, but it will be dependent on the subject matter/context.          No. 39 – To be covered in item 7.</p>
<p>4</p>	<p><b>Quarter 3 Programme Performance &amp; Monitoring Report</b>          DK presented the report covering the period 1 October – 31 December 2025 to the board. The information included in the report is required from MHCLG as part of the bi-annual returns. There will be no return in this quarter, but an end of year return will be required in the next quarter.</p> <p>The report had been circulated to the board in the Agenda Pack, one week prior to the meeting. The board were reminded of their role to have oversight on delivery and progress and to challenge and query where needed.</p> <p>Attention was drawn to the RAG ratings as indicators of project health. It was explained that the red RAGs for Spend indicated an underspend rather than overspend, and they were not overly concerning at this stage.</p> <p>No major concerns from Council Assurance apart from the need for a GFA for the university so the commitment is in place before the end of March.</p> <p>It was noted that an overspend is forecasted on Lighting Up Carlisle. A Change Control is being explored to remove Guild Hall as one of the outputs to bring the project back in budget.</p>
<p>5</p>	<p><b>Project Change Controls</b>          DK provided an overview of the internal Change Control process and explained the forms had been presented to the board for information.</p> <p>It was noted that the Finance Business Partner sign-off box had not been completed on any of the forms. There has been a finance comment provided, but there may have been an admin error missing out the sign-off. This section will be filled out going forwards.</p>
<p>6</p>	<p><b>Programme/Project Updates</b>          CP presented the update. Presentation to be shared with the board with the minutes.</p> <p><u>Caldew Riverside Land Remediation</u></p> <ul style="list-style-type: none"> <li>• Funded through Town Deal Accelerated Fund and Brownfields Remediation Funding so is not reported to MHCLG in this report, but updates shared with the board regardless.</li> <li>• Works have started on site – interceptor trenches fully constructed and operational. Skimming underway.</li> <li>• Project is on track and Regeneration Team are happy with the progress made.</li> </ul> <p><u>Digital Community Learning Hub</u></p> <ul style="list-style-type: none"> <li>• Stage 2 construction due to complete in March 2026.</li> <li>• Final stage – full closure starting in April, expected to last 6 weeks, to decorate, apply branding, furnish and return stock from storage.</li> <li>• Opening even hoped to be held in June.</li> <li>• The Delivery and Comms Teams are working closely to inform the community clearly on closures, reopening etc.</li> </ul> <p><u>Southern Gateway</u></p> <ul style="list-style-type: none"> <li>• Issue with carriageway width has now been resolved on site.</li> <li>• 18<sup>th</sup> Feb - barriers to go up around the well area to allow work on this feature (lighting, history plaque, glass top).</li> </ul>

	<ul style="list-style-type: none"> <li>• 6<sup>th</sup> March – works complete to the well, bus stops to be reopened and back in use the following week.</li> <li>• The Crescent – new sandstone paving on majority of footway. New curbs replacing old, broken ones. Due to be completed 10<sup>th</sup> April. Carriageway to be resurfaced as part of AFT4 Active Travel scheme later this year.</li> <li>• Southern Gateway Phase 3 – responding to feedback from businesses and members of the public to replace benches, bins and cycle hoops in the English Street area.</li> <li>• Change Control has been progressed to transfer 200k from the Start With The Park budget.</li> </ul> <p><u>Start With The Park</u></p> <ul style="list-style-type: none"> <li>• Engagement with key stakeholders ongoing.</li> <li>• Tree Planting photo opportunity held in February.</li> <li>• Next opportunity for press/town deal promotion would be the opening of the skate park in Easter.</li> </ul>
7	<p><b>Comms update</b> GF-S shared an update on comms.</p> <p>Combination of newsletter, social media and press releases utilised on all project communications. Regular communication will continue throughout each of the projects.</p> <p><u>Caldew Riverside</u> update had been shared via newsletter to 534 recipients in November. Next update in February.</p> <p><u>Start with the Park</u> photo opportunity held on 4<sup>th</sup> February. Statistics on views of social media posts were shared showing more than 24k views.</p> <p><u>Southern Gateway</u> have press releases every three/four weeks including social media updates.</p> <p><u>Digital Community &amp; Learning Hub</u> have press releases every two/four weeks including social media updates. Strong engagement with social media posts, with more than 46k views.</p> <p>The board noted some negative feedback from previous projects (Greenmarket) and highlighted that perhaps delays aren't being communicated clearly to the public. There is a need for more transparent and frequent messaging around project timelines and updates.</p> <p>Clarity is needed on when and how the Town Deal Board should be referenced in communications. Discussion around whether more explanation is needed about:</p> <ul style="list-style-type: none"> <li>• What the Town Deal Board is</li> <li>• Its role in the projects</li> </ul> <p>Proposal to include a quote from the Town Deal Board in each press release to reinforce partnership with Cumberland Council. GF-S to send press releases to the Chair for quotes and utilise LinkedIn for sharing comms.</p> <p>Suggestion to invite the press to the celebratory event at Tullie during the next meeting.</p>
8	<p><b>Board Purpose and Membership</b> The recruitment of new members was discussed. The board requested definition and clarity on their purpose and responsibilities to aid them in selling the role to prospective members. To include strategy, ambition and aspirations.</p>

	<p><b>ACTION: (Cumberland Council) What does the Council want to get out of the Town Deal Board between now and March 2027.</b></p> <p>There was discussion surrounding a lack of engagement from some board members and a feeling that it would be helpful to know why those members have stepped back to help us with engagement going forwards. With steer from the Council, the board would like to formulate a stronger vision that they can use to invite members with low engagement to consider whether they would like to continue their membership on the board.</p> <p>Board members to use their platforms to advocate for Carlisle Town Deal which may help to attract new members.</p>
<p>9</p>	<p><b>Forward Planning</b> A Forward Planning calendar was shared to help the board visualise key milestones/events across the Town Deal Programme as a whole. This resource will allow the board to follow the programme and identify projects they would like ‘deep dives’ on as well as any comms opportunities coming up.</p>
<p>10</p>	<p><b>Any other business / next steps</b> At the September meeting we had a presentation from Whitbread/Premier Inn on the Central Plaza site. The company have reached out to the Chair and other board members to request support on their planning application. Discussion was had and the Board is happy to be in support of the application. <b>ACTION: (Cumberland Council) To produce a statement of support of the principle of the application and circulate it with the board.</b> RD suggested that before issuing the letter, it would be advisable to check with legal there was no legal inhibitor in the Board issuing a letter of support.</p> <p>The next meeting will be held on Friday 15<sup>th</sup> May 2026.</p> <p>Chair closed the meeting at 16:00.</p>