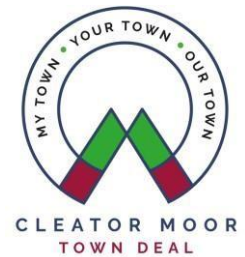




Cleator Moor Town Deal Board
Thursday 22nd February 2024, 14:00
MS Teams

MINUTES DRAFT

Item	
1	<p>Welcome / Apologies</p> <p>All participants were reminded of the virtual meeting protocol, to remain on mute unless speaking and to use the 'hand up' function to indicate a wish to speak.</p> <p>Attendees</p> <ul style="list-style-type: none">• Bob Metcalfe (Chair)• David Hughes• Mike Graham• Debbie Kavanagh• Mark Telford• Neil Tindale• David Farrell• John Bamforth• Paul Rowe• Steve Richardson• Samantha Aly• Wendy Devlin• Bernard McDowell• Jim Youdale <p>Apologies: Jo Lappin, Joanne Crowe, Cllr Peter Burns</p> <p>Wendy Devlin introduced as Programme Manager for Cleator Moor and Millom Town Deals.</p> <p>Declarations of Interest</p> <p>There were no new declarations of interest.</p>
2	<p>Review of minutes and actions from previous meeting</p> <p>Board members confirmed the minutes of the previous meeting held on 20th November 2023 as a true record.</p>
3	<p>Performance Report</p> <p>The Quarter 3 quarterly update report was shared with the board.</p> <p>Enterprising Town: Project team working closely with Morgan Sindall and are expecting to receive updated cost plan imminently. There have been discussions with Cumberland AD of property and the Chair of Cumberland South Area Board on viability and uptake of offer. Once updated cost plan received NEC contract will be entered. Chair requested to have sight of full scope of works. It was suggested that the board may wish to invite Andrew Sproat (project lead) to a future meeting to give</p>



a further update. DF raised concerns that there are now discussions about viability. WD will speak to Andrew and feed back to the board. DK explained that the discussions are around what is needed in the hub so that there is an understanding ahead of going into contract.

Revitalised Town: Wendy explained that there had been a big risk due to lack of project resource but there is now a dedicated project manager (Joe Broomfield). Wendy and Joe have had a site visit and have met Joanne from PEC. There is a meeting tomorrow with procurement to arrange for a tender go out next week for a design and build contractor. Wendy explained that the existing professional services framework will be used for the refurbishment of the PEC building (phase 3). Joanne has been given indicative timescales to work around with existing tenants. Discussions have been taken forward with the library service about the operator model.

Healthy Town: There was a procurement exercise using the Council's Capital Works Framework last year. As a result of this Thomas Armstrong have been awarded with a 2-stage design and build contract. Thomas Armstrong have started work on the design and a planning application will be submitted next week. Michale Barry have been in consultation with key members ahead of the planning submission. GLL have been given prior warning of the upcoming planning application. Thomas Armstrong have carried out an appraisal on project costs and they have advised that they are within the cost estimate. It is planned that a construction contract will be awarded in the summer with construction scheduled to start in July 2024. Expected completion is October 2025. GLL have been kept updated and they will be the operator upon the opening of the activity centre. It was explained that there is an ongoing wider leisure procurement exercise underway which will include the Cleator Moor activity centre from 2026. Wendy explained that community access to the 3G pitch, which is on site, will be maintained throughout construction period.

Connected Town: Wendy explained that Fran Wallis is the project manager who is leading on this project. The project team have been working closely with Jacobs's consultants in reviewing designs. These have also been reviewed with highways and lighting colleagues. The next stage for this project is the procurement of a design and build contractor. The project team don't foresee any issues with delivery before the deadline of March 2026.

David Farrell asked about the Revitalised Town project and the future occupancy of council buildings. David is aware that The Beacon have ongoing work relating to Cleator Moor and asked if there is an opportunity for the materials to be moved to Cleator Moor once The Beacon remove for storage. David will share the contact details for Tony with Wendy who will make enquiries.

Comms

4 Wendy explained that the project delivery team are now working closely with Cumberland Council comms team and there is a high level comms plan in place which covers the Cleator Moor Town Deal programme. Project Managers have been asked to feed in to the plan and work closely with Sarah from the Comms team. Key tasks relating to comms are to be timetabled.

Healthy Town comms is currently being drafted relating to the activity centre planning permission application.



32 West have been supporting with comms but this contract expires at the end of the month. The Cleator Moor Town Deal website will be brought in house and updated by Cumberland Council going forward. David highlighted that there has been no post/news on the Cleator Moor Town Deal website/social media since October 23. David asked for comms to be shared with TDB members so they can share with community when asked.

A press release was shared with board which had been issued in response to an inquiry regarding Cleator Moor High Street. David advised that he spoke on BBC Radio Cumbria in relation to this as a member of the Chamber of Trade and highlighted that these issues need to be considered as a part of the Town Deal works in Cleator Moor.

AOB / Next Steps

- **Town Deal Board schedule of meetings**

Schedule of future meetings shared with board.

<u>Year</u>	<u>Date</u>	<u>Time</u>
2024	17 th May	2-4pm
2024	5 th September	2-4pm
2024	18 th November	2-4pm
2025	24 th February	2-4pm
2025	22 nd May	2-4pm
2025	4 th September	2-4pm
2025	17 th November	2-4pm
2026	23 rd February	2-4pm

- **Forward Plan Agenda items**

Chair explained that if board members want an item added to the agenda they should contact him or Debbie ahead of meetings.

Informal board meetings to be arranged. Paul Rowe highlighted that these should be held in the interim period rather than just before formal meeting as last time it ended up with the same items being discussed. Debbie advised that the plan is for informal meetings to be held at mid-way point between formal quarterly meetings. Debbie advised that a deep dive on a single project may be of benefit at informal meetings.

David Hughes asked if it would be worthwhile inviting Gary McKeating to a future meeting now that he has been appointed at iSH.



Actions:	Assigned to:
Chair requested to have sight of full scope of works for Enterprising Town	Wendy Devlin
Andrew Sproat to be invited to next informal meeting to provide an update on Enterprising Town	Debbie Kavanagh / Wendy Devlin / Robert Docherty
Contact details of Tony from the Beacon to be shared with WD	David Farrell
Gary McKeating to be invited to a future meeting	Chair / Debbie Kavanagh
Informal board meetings to be arranged	Debbie Kavanagh

Meeting closed at: 3pm

Next quarterly board: 17th May 2pm