



Cleator Moor Town Deal Board

Minutes of Board Meeting held on Friday 20 August at 10am

1. Meeting Protocol

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.

2. Attendances and Apologies

In attendance

Board Members

- Kayleigh Daniels – Chair – REACT Engineering
- Bob Metcalfe – Vice Chair – Regen North East Copeland
- Andrew Clarke – Parliamentary Communications Officer – Deputising for Trudy Harrison MP
- Joanne Crowe – Operations Manager, Phoenix Enterprise Centre
- Paul Rowe – Project Manager, Phoenix Youth Project
- Jim Youdale – Deputy for Rev Nicki Pennington – Faith Representative
- John Bamforth – Finance Director, Brannan & Sons Ltd
- Zoey Teasdale – Deputy for Mark Telford, Forth Engineering
- Joe Martin – Head of Energy & Funding, BEC
- David Farrell – Moor Sports
- Cllr Peter Burns – Cleator Moor Town Council
- Cllr Hugh Branney – Copeland Borough Council
- Cllr Frank Morgan – Cumbria County Council

Also Present

- Marc Watterson – ARUP
- Alison Hatcher – Cumbria County Council (Deputising for Gillian Elliott)
- Elaine Herbert – DWP
- Sarah Mitchell – Copeland BC

- Diane Ward – Copeland BC
- Rose Blaney – Copeland BC

Apologies:

Apologies were received from:

- Trudy Harrison (Andrew Clarke in attendance)
- Nicki Pennington (Jim Youdale in attendance)
- Jo Lappin, Cumbria LEP
- Mark Telford (Zoey Teasdale in attendance)
- Gillian Elliott (Alison Hatcher in attendance)
- Representatives from Home Group also sent their apologies.

It was noted by the Board that as Andrew Clarke hasn't been formally nominated as deputy for the MP, he hasn't submitted a declaration of interest form, but the Board were happy to accept his attendance and involvement in the meeting as an exception on this occasion. It was agreed that officers will follow up after the meeting.

3. Minutes of the Meetings held on 25th June 2021

Board members reviewed the minutes of the previous meeting.

It was noted that there was an error regarding Councillor Hugh Branney's Declaration of Interest showing that he was involved with GLL as a representative for Copeland BC. This is to be amended to show the declaration is due to local involvement.

RESOLVED: – That, with twelve votes for and one abstention, the minutes of the meetings held on 25th June be agreed as a true and accurate record with the amendment.

4. Declarations of Interest in Agenda Items

Declarations of Interest were made as follows:-

Joe Martin declared an interest in due to being Head of Energy & Funding at BEC.

Bob Metcalfe declared an interest in the Revitalised Town project due to being a Director of PEC.

Cllr Hugh Branney declared an interest due to local involvement in GLL.

Kayleigh Daniels declared an interest in the Revitalised Town project due to being a Trustee of REACT Foundation and as a PEC tenant.

Joanne Crowe declared an interest in the Revitalised Town project due to being Operations Manager at Phoenix Enterprise Centre.

John Bamforth declared an interest due to being a Director of Brannans on the Leconfield Industrial Estate.

Jim Youdale declared an interest as a representative of St Mary's Church relating to any land owned by the Lancaster diocese fund.

Cllr Frank Morgan declared an interest as a CCC Nominated Board Director of PEC. Cllr Morgan then noted that if CCC owned buildings were included in the Revitalised Town bid then an interest would be declared as a CCC Councillor.

Zoey Teasdale declared an interest as deputy on behalf of Mark Telford who is a Managing Director of Forth Engineering and Chairman and Director of Works 4 You.

5. Cleator Moor Town Deal Project Confirmation

The Chair gave a brief introduction before handing over to Sarah Mitchell to give a presentation detailing the project confirmation which will be sent to MHCLG. Included within the presentation was; an overview of the Towns Fund allocations across projects, with an update on the total project financial breakdown, including match public funding/investment, plus key conditions relating to the Campus Town and Healthy Town projects. The Board were asked to note that the assurance framework will be drawn up for the Board, Project Owners and the Accountable Body to support Governance.

The Chair asked for clarification around the number of sites included within the Campus Town project. Sarah clarified that site visits had taken place, with further subsequent site analysis and that those sites had been narrowed down to two. Bob Metcalfe commented that there had been a discussion with UCLan around the size of one of the sites relating to possible amenities, which is why it has been discounted.

Bob also asked for clarification around the Public Sector Equalities Duty and environmental issues and whether flood risk and Covid would be taken into account. Sarah noted that Low Carbon and Covid were criteria to be addressed by the Town Investment Plan and all of those issues would be assessed as part of each business case development.

The Chair noted that the Enterprise Town project appeared to have gained a slight increase in budget and that match funding had not been secured. Sarah commented that the overall spend is slightly larger than originally forecast in the TIP and that funding applications and investor discussions will progress as the business cases are firmed up.

The Chair then asked for an update on the assurance framework timescale. Sarah noted that the assurance framework would be created throughout September and there would be a board meeting towards the end of September to run through the draft assurance framework and suggested updates to governance.

Councillor Hugh Branney noted that time pressures were key to keep an eye on and also asked how secure Copeland funding is with Local Government Reorganisation (LGR). It was noted that guidance will be taken throughout the process regarding LGR. Copeland are committed to Towns Fund delivery with the expectation that the principles agreed will be structured in as part of governance changes. The Board agreed to keep an eye on this issue and continue to ask the question as LGR progresses.

The Chair acknowledged the work and commitment of the Board to find a workable solution to not lose any of the projects and the importance of all five projects to Cleator Moor.

RESOLVED: – That with a unanimous vote in favour, the Board agreed the updated Towns Fund investment summary for submission to MHCLG and agreed to allow the Chair to sign the submission on behalf of the Board.

6. Overview of monitoring and evaluation process

Diane Ward gave the Board a presentation on the draft Monitoring & Evaluation (M&E) Plan. The plan includes the mandatory indicators against the

programme to be reviewed separately at six months and twelve months, as well as indicators against each project. It also included information around accelerated funding to monitor against the spending and immediate outputs. The draft plan will be submitted for feedback and the final plan will be submitted with the summary document next year.

There was a discussion around strategic outcomes, including new businesses being included with the M&E Plan. However, it was noted that this information would be included within the business cases as part of the long term delivery and was not appropriate for the M&E Plan if it delivered outside of the delivery period.

RESOLVED: – That,

- a) the Board noted MHCLG's requirements against monitoring and evaluation.
- b) the guidance for monitoring and evaluation from MHCLG will be sent out to the Board.

7. Appointment of new chair

Kayleigh Daniels formally tendered her resignation from Cleator Moor Town Deal Board, stepping down as Chair.

Kayleigh thanked the Board members for all their hard work noting that it was a tough process, made even harder with Covid, but commented that she had enjoyed being part of the Board and being the Chair.

Multiple members of the Board thanked Kayleigh for her hard work and her dedication to getting the work done, noting that both the Board and the community were grateful for all her efforts.

The Democratic Services Officer for Copeland BC gave the Board an overview of the appointment process.

Councillor Frank Morgan nominated Bob Metcalfe to take the Chair position. This was seconded by Jim Youdale.

There were no other nominations.

With unanimous agreement, Bob Metcalfe was named as the new Cleator Moor Town Deal Board Chair.

The new Chair thanked the Board for the nomination and vowed to continue Kayleigh's good work and looked forward to working with members of the Board.

It was agreed that the nomination of a new Vice-Chair would take place in the September meeting.

Sarah Mitchell then noted the next steps which are to continue to work with partners on the five business cases and schedule in regular Board updates on project progress.

Meeting closed at 11:14am