



## Cleator Moor Town Deal Board

22 May 2025, 14:00 – 16:00

MS Teams

### Minutes

**Draft**

Actions	Owner/Date
Enterprising Town: Location Plan to be shared (to accompany plans already shared)	AS
Enterprising Town: Informal Board meeting to be arranged with Sellafeld and NWA.	WD
Revitalised Town: Board members to consider their opinions on CCTV installation and bring back to the Board.	ALL
Revitalised Town: Invites to be sent to the Board members for a site visit when a date is agreed.	WD
ToR: Board members to review and provide comments/feedback to DK, via the Chair or RD. Item to be brought back to the next Board meeting.	ALL
A date to be agreed for next informal board meetings in July and August.	BM/WD

Decisions	Owner/Date

No.	Item
1	<p><b>Welcome and apologies</b></p> <p><u>In attendance</u> Bob Metcalf (BM) Chair, Bernard McDowell (BM), Jim Youdale (JY), Debbie Kavanagh (DK), Ruth Ollis (RO), Elizabeth Fitzsimmons (EF), Joanne Crowe (JC), Robert Docherty (RD), Paul Rowe (PR), Andrew Sproat (AS), Wendy Devlin (WD), David Farrell (DF), Cllr Michael Eldon (ME), Steve Morgan (SM), Michael Pemberton (MP), Victoria Kellsall (VK), Steve Richardson (SR).</p> <p><u>Guests</u> none</p> <p><u>Apologies</u> Michael Barry, Andrew Harper, Tracey West, John Bamforth, Steve Robinson, Cllr Linda Jones-Bullman, Rev Nicki Pennington.</p> <p>BM welcomed everyone to the meeting.</p> <p>Resignation received from Cllr Linda Jones-Bullman. New proxy for Rev Nicki Pennington: Steve Morgan (SM) - to be sent membership forms.</p>

2	<p><b>Review of minutes</b></p> <p>The Board ratified the draft minutes from the meeting dated 24<sup>th</sup> February 2025. Minutes will now be uploaded to the Town Deal webpage.</p>
3	<p><b>Actions from previous meeting.</b></p> <p>No. 13 - Complete. No. 15 - In progress.</p> <p>No. 16 – Complete Enterprising Town query raised asking for confirmation if refurbishment of Unit 15C was complete. AS stated, the refurbishment is complete, but not as per the original Planning Application, as the refurb was minimised.</p> <p>No. 17 - Complete. Community Hub query raised asking for confirmation on who (Ish or CCC) would be taking the Head Lease. RD stated the Head Lease would be with PEC but an Agreement in Principle is needed so a more detailed development can be progressed.</p> <p>No. 18 - In progress.</p> <p>No. 19 - Complete - It was noted the plans shared were good but lacked a location plan. <b>ACTION: Location Plan for Enterprising Town to be circulated with The Board. (AS)</b></p> <p>No. 20 - Complete.</p>
4	<p><b>MHCLG 6 monthly report &amp; monitoring return</b></p> <p>DK presented the report which had been previously circulated to board members and explained the report covers the period 1st Oct 2024 – 31st March 2025. The report is completed by project managers with comments included from the client-side programme manager and the information within this report is used for completing the MHCLG returns. The Board need to have sight of the report, and a Chairs signature is required before submission.</p> <p><b>Enterprising Town</b> Delivery, Spend and Risk RAG Ratings are all red/scored 5, but the project is still moving forward.</p> <p>A following discussion took place surrounding a lack of information in the report surrounding the risk ratings. It was queried if more information should be included on the risks and current mitigations, plus other known issues linked to risk that were not included in the report.</p> <p>RD explained the information in the report has its limitations, its content complies with what is requested from MHCLG and so has to fit the template. It isn't a full explanation of the situation as this isn't required in this report. However, MHCLG (and other funders) are fully aware of the current situation, as they are updated in detail through other channels and discussions.</p> <p>More detailed information can be shared at an informal board meeting. This can be arranged with Sellafield and NWA to allow for deeper dives into mitigations, delivery and timescales to ensure full transparency.</p> <p>A query was raised asking if we were in danger of losing any funding from MHCLG if the RAG ratings are not reduced? RD/VK both explained this wouldn't happen as we are currently in conversations with MHCLG to re-baseline the project. We will then be reporting against new delivery timelines, which will reduce the RAG rating. We are currently awaiting their advice on when to submit an Adjustment Request.</p> <p><b>ACTION: An informal Board meeting to discuss Enterprising Town to be arranged with Sellafield and NWA (WD).</b></p>

### **Revitalised Town**

A query was raised (although this was project and not MHCLG report related) on the installation, responsibility and operation of CCTV cameras on the square. It was stated that CCTV would be beneficial, although it would be time consuming for the operator to manage and deal with footage requests

RD noted CCTV is installed either:

- As part of the Public Safety Agenda, as a public service, and operated by the Police.
- Installed on a building by the building owner for their own security, and therefore the operation remains the responsibility of the building owner.

However, it was noted if the installation of CCTV is requested by the Police as part of any licencing requirements (e.g. for the café) then it becomes a pre-requisite for the building owner to install and manage.

Cllr ME - declared an interest as a member of the Licencing Committee.

Whilst we await a decision on CCTV being required for licensing requirements, BM asked the Board members to consider the above points and decide whether they will want CCTV to be installed if it becomes optional.

**ACTION: Board members to consider their opinions on CCTV installation and bring back to the Board (ALL)**

The Board agreed with the content of the 6 monthly report & monitoring return and the Chair agreed to provide his signature for submission.

## **5 Project Updates**

RD shared update slides:

### **Revitalised Town**

This is progressing well with no major issues. Engagement to date with stakeholders has been positive.

- Construction works commenced to PEC phase 3 building Feb 25.
- Stage 3 design complete of community hub building.
- Works underway to PEC phase 3 building.
- Discussions finalised around accommodation schedule for community hub.
- Stage 4 design of community hub now being developed.

Positive feedback was given for the contractors Thomas Armstrong. It was noted they provided very good communication and helped keep the site facilities clean and stocked.

RD confirmed the lease agreement is still progressing as expected.

A site visit is to be arranged for all stakeholders when it is safe to do so.

**ACTION: Invites to be sent to the Board members for a site visit when a date is agreed (WD).**

### **Healthy Town**

This is progressing well with no major issues.

- Construction works commenced Jan 25.
- Building fully vacated Jan 25.
- Construction commenced initial strip out complete; foundations started to main extension.
- Suds drainage almost complete and path formed.
- All weather pitch continues to be in use by community.
- Monthly progress meetings.
- Currently 3-week delay to original programme due to it taking longer to decant the building and discharging of pre commencement planning conditions.

	<p><b>Connected Town</b></p> <ul style="list-style-type: none"> <li>• Completion of stage 3 design.</li> <li>• Planning submitted and approved.</li> <li>• Reviewing of stage 3 designs with internal teams and making adjustments prior to commencement of stage 4 design.</li> <li>• Stage 4 design work to be procured.</li> <li>• Discussions with senior management to discuss aspiration for internal delivery and programme.</li> </ul> <p>It was noted the funding deadline had been extended so the plans could be reviewed with the Highways Team to see if the work could be delivered internally.</p> <p>AS presented the following slides:</p> <p><b>Enterprising Town (Leconfield)</b></p> <p><b>Unit 1 demolition (Brannans):</b></p> <ul style="list-style-type: none"> <li>• Scape Gateway 4 report including cost due week commencing 5<sup>th</sup> May. Likely programme delay due to presence of nesting birds.</li> </ul> <p><b>Innovation Hub:</b></p> <ul style="list-style-type: none"> <li>• BOC Head of Estates confirmed 15th April 2025 that relocation to Discovery Park site can only take place if there are no planning restrictions to their operations. This requires removal of a planning condition restricting time/hours of operation. Section 73 application to remove condition has been submitted. Decision will be taken at 28th May Planning Committee.</li> <li>• Alternative BOC relocation sites being reviewed including in and around Port of Workington.</li> </ul> <p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• Sod cutting ceremony for works to Cleator Moor Activity Centre.</li> <li>• Award of contract and planning approval for Activity Centre.</li> <li>• Award of contract for PEC phase 3 building.</li> </ul> <p>Slides to be circulated.</p>
6	<p><b>Assurance Framework and ToR Review</b></p> <p>RD presented slides on an overview of the ToR review explaining this had been carried out to ensure consistency across all four Town Deal Boards, to clarify the roles of both the Town Deal Boards and the Accountable Body, and to strengthen governance.</p> <p>It is request from MHCLG these are reviewed to ensure they are still fit for purpose.</p> <p><b>Action: Board members to review and provide comments/feedback to DK via the Chair or RD. Item to be brought back to the next Board meeting (ALL).</b></p>
7	<p><b>Any other business / next steps</b></p> <p>The next meeting is on 4 September 2025, 14:00 – 16:00.</p> <p><b>ACTION: A date to be agreed for next informal board meetings in July and August (BM/WD).</b></p>
8	<p><b>Annual Reappointment</b></p> <p>RD noted it was timely for the Board to go through this process again.</p> <p>If any members wish to be put forward for positions of Chair or Vice Chair, this request should be brought back to the next Board meeting on 4 September 2025.</p> <p>Meeting ended at 15:51</p>