



**Millom Town Deal Board**  
 20 November 2025, 14:00 – 16:00

Via Microsoft Teams

**Draft**

<b>Actions</b>	<b>Owner/Date</b>
Communicate feedback to project managers to take the opportunity to proactively highlight concerns and issues within the performance report and use clearer descriptions as the basis for Board discussion and or action.	VK

<b>Board Recommendations</b>	<b>Owner</b>

<b>Agenda Item No</b>	<b>Agenda Item</b>
1	<p><b>Welcome and introductions / apologies / declarations of interest</b>          David Savage welcomed the board to the meeting.</p> <p><u>Present</u>          Ellie Richardson (ER), Ruth Ollis (RO), Bob Kelly (BK), David Savage (DS), Simone Faulkner (SF), Simon Bremer (SB), Paul Skelton (PS), Debbie Kavanagh (DK), David Glover (DG), Liz Fitzsimons (LF), Victoria Kelsall (VK).</p> <p><u>Apologies</u>          Adam Connolley, Tracey West, Marion Giles, Matthew Savidge, Nick Lancaster.</p> <p><u>Guests</u>          Caroline Barber (CB) (32West).</p> <p>It was noted that Isobel Brown is a new board member, and Paul Foster will act as her deputy.</p> <p>No declarations of interest were reported.</p> <p>The board confirmed they are supportive for the meeting to be recorded for the purpose of minute taking.</p>
2	<p><b>Review of minutes</b>          The Board ratified the draft minutes from the meeting dated 11.09.2025.          The minutes will now be uploaded to the Town Deal webpage.</p>
3	<p><b>Actions from previous meeting</b>          No. 33 – Complete. Will be reflected in the Q3 return.          No. 35 – To be carried forwards.          No. 37 – Complete. New member (IB's) declaration is outstanding. Updated Matrix to be circulated with the board.</p>

	<p>No. 38 – Complete. Project Managers are being encouraged to add a stronger description surrounding risk ratings.</p> <p>No. 39 – Complete. DK suggested including this in Project Updates rather than in the Town Deal Update Report for MHCLG.</p> <p>No. 41 – Complete. This will be reported in the Project Updates item going forwards.</p> <p>No. 42 – Complete. It is a little early to provide a cost update. Request that the cost report is brought to the earliest possible informal board.</p> <p>No. 43 – Complete.</p> <p>No. 44 – A site visit has been offered but only one board member was interest. Visit to be organised with BK next week.</p> <p>No. 45 – Complete.</p> <p>No. 46 – Complete. There are regular meetings now in place between Cumberland and 32West for collaboration.</p> <p>No. 47 – Complete. Reported to informal board in October. Revenue and Board Priorities covered in item 7 of the agenda.</p> <p>No. 48 – Complete.</p>
4	<p><b>Protocol for Video Recording Meetings – Minute Taking</b></p> <p>The protocol was circulated with the board prior to the meeting.</p> <p>DS presented the protocol and encouraged the board to raise any queries or concerns. Support was voiced and no queries were raised.</p> <p>Protocol agreed for use by the Millom Town Deal Board.</p>
5	<p><b>Programme Quarter 1 Status Report</b></p> <p>DK presented the performance report for the period 1 April 2025 to 30 September 2025 that would typically be submitted to MHCLG at this time. Due to the change in legislation from Towns Fund to Local Regeneration Fund, no submission to MHCLG is required until the end of the financial year. The report is presented to the board to maintain business as usual. The report has been circulated with the board prior to the meeting, and board members are encouraged to voice any concerns and raise queries.</p> <p>Explanation of risk scoring and attention drawn to the guidance provided within the report. All RAG ratings come with commentary from the project managers within the 'Progress to Date' section.</p> <p>DS queried how we know what outputs are being achieved against the projects and how these are evidenced. DK explained information on outputs are requested from contractors through the project manager to ensure we have evidence of outputs achieved.</p> <p>Any issues with achieving outputs or evidence are flagged with MHCLG.</p> <p>SB queried April to Sept – there must have been jobs as construction has been underway but there are no outputs reported. DK explained we would not include in the report if we hadn't received and assured the evidence</p> <p>We do have time to collect this evidence as the next report will be at the end of the financial year.</p> <p>PS noted there are known issues, specifically for Iron Line, that have not been represented on the report. Concerns were raised that the commentary is not reflective of the more substantive issues and their potential impacts.</p> <p><b>ACTION: (VK) Communicate feedback to project managers to take the opportunity to proactively highlight concerns and issues within the performance report and use clearer descriptions as the basis for Board discussion and or action.</b></p> <p>DS would like to see the Q3 report be more robust in the language used to describe issues.</p>

6	<p><b>Programme Progress Report</b>  VK presented the update in WD's absence.</p> <p><b><u>Delivery</u></b></p> <p><b>Activating Community Health (ACH)</b></p> <ul style="list-style-type: none"> <li>• Planning permission for the new access road has been submitted and hoped to be approved in January 2026.</li> <li>• Operator procurement being managed by Cumberland Leisure team with completion scheduled for January 2026.</li> <li>• Construction works are scheduled, with opening of facility expected in October 2026.</li> <li>• Overview of costs and key risks presented.</li> </ul> <p><b>Iron Line</b></p> <ul style="list-style-type: none"> <li>• RIBA 4 design complete.</li> <li>• Anticipated to respond to planning objections, complete the consultation period and planning report in time for the Planning Committee in February 2026.</li> <li>• Works expected to commence April 2026, following planning approval.</li> <li>• Between February and April: <ul style="list-style-type: none"> <li>➢ Construction contract to be awarded.</li> <li>➢ HoT in place with operator (operator procurement to recommence).</li> </ul> </li> <li>• Positive discussions had with RSPB, and they are more supportive of our new approach. A follow-up meeting is to be had to resolve outstanding issues.</li> <li>• Overview of costs and key risks presented.</li> </ul> <p>A query was raised regarding the new lease process and operator expectations, including funding alignment and collaboration with RSPB. It was confirmed that while lease arrangements will differ from previous ones and require broader site responsibilities, signed heads of terms from the operator are sufficient to award the construction contract. Full lease agreements will follow later, allowing time within the construction schedule to finalise legal details.</p> <p><b>Reactivating Heritage Buildings</b></p> <ul style="list-style-type: none"> <li>• External works are progressing with some complete, and some works planned for the next 4 weeks.</li> <li>• Internal works to progress in the next 4-week period.</li> <li>• Programme planned for completion at the end of May 2026.</li> <li>• Overview of costs and risks presented.</li> </ul> <p>Queries surrounding budget pressures and where funding would come from if overspend is needed. VK explained there may be opportunity to reallocate budget from other projects. This is being explored by the relevant Cumberland Officers.</p> <p><b>Connecting Millom and Haverigg</b></p> <ul style="list-style-type: none"> <li>• Stage 4 designs and undergoing technical approval with the Cumberland Council highways team. Intention for internal highways team to carry out the programme works.</li> <li>• Market square designs in review – challenges requiring conflicting requirements being worked through.</li> <li>• Risks and costs presented.</li> </ul> <p>DS raised as minuted in a previous Board Meeting whether it is cost effective to use Cumberland Council highways team to deliver the works. Assurance that self-performing is more cost effective than outsourcing was requested. Internal capacity to deliver this programme was also queried, noting the pressures on the Highways Team to address emergent issues across the Cumberland footprint.</p>
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	<p>VK suggested Highways are costing the works as well as an independent QS for comparison. When the data has been finalised, it will be brought back to the Board. Programme of works is also being looked at to make sure it can be accommodated.</p> <p>PS noted there has been a change in project managers on this project and queried whether there has been a smooth transition. VK is happy there is a good handover period in place and any risk associated with this has been mitigated appropriately.</p> <p><b><u>Client</u></b>  Presented by VK in SR's absence.</p> <ul style="list-style-type: none"> <li>• Current operator procurement process has paused with a view to slightly change the offer and relaunch.</li> <li>• Prospectus in development to provide additional information and background context to the scheme for potential operators.</li> </ul> <p>The route to market was queried with a suggestion to explore and consider alternative routes to those previously used. VK to take this feedback away and to restate the need to meet with the agreed Town Deal sub-group prior to any launch of the revised process.</p>
7	<p><b>Revenue and board priorities</b>  VK provided this on SR's behalf</p> <ul style="list-style-type: none"> <li>• Sellafeld Ltd funding allocated to cover costs for delivery provided by Cumberland Council to maximise capital funding from MHCLG being spent on construction costs rather than project management.</li> <li>• Spend update presented to the board.</li> </ul> <p>Priority areas for spend identified by the board:</p> <ul style="list-style-type: none"> <li>• Comms and engagement – 32 West</li> <li>• Development of prospectus/marketing document – to be discussed at upcoming subgroup meeting</li> <li>• Supporting outcomes and benefits realization – CC looking at social impact investment assessment.</li> </ul>
8	<p><b>Comms and engagement update</b>  <u>Comms update</u> provided by VK on behalf of WD/SR.</p> <ul style="list-style-type: none"> <li>• Various comms and press releases have been issued relating to the programme already.</li> <li>• Newsletter, social media updates, stakeholder meetings, and workshops to be held in the future.</li> </ul> <p><u>Engagement update</u> provided by CB (32West).</p> <ul style="list-style-type: none"> <li>• The website link has been shared, awaiting feedback.</li> <li>• Initial feedback is generally positive.</li> <li>• Accessibility page to be added.</li> <li>• Link to be shared with all board members for further review and feedback.</li> <li>• Newsletter – print template now in place. Working on contents for both print and digital versions.</li> <li>• Live engagement – community vote for new name for the leisure centre (ACH).</li> <li>• Stakeholder engagement event with the health and wellbeing organisations for understanding on what will be provided by the facility (ACH).</li> <li>• Town Deal Ambassadors event/workshop with school age children is being explored.</li> </ul>
9	<p><b>Any other business / next steps</b>  DS reflected on the progress made on the Town Deal programme throughout the year and thanked the team at Cumberland Council as well as board members for their hard work and</p>

	<p>commitment to making the Town Deal projects a reality. 2025 has proven to be the year where we have witnessed the start of the transformational change and we look forward to pushing forward with the Iron Line and Connected Millom and Haverigg in 2026.</p> <p>David wished Cumberland Officers and the Board Members a great Christmas and a happy new year.</p> <p>Chair closed the meeting at 15:26.</p>
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