

Millom Town Deal Board

15 May 2025, 14:00 – 16:00

Draft Minutes



| Actions | Owner/Date |
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| Summary re: Declarations of Interest forms to be circulated with the Board for review. Any issues to be brought back to the next Board meeting. | DK/ALL |
| Qrt report- PMs to be asked to include a more detailed explanation for the risks, in the Issues section. | DK |
| Qrt report- 'Future Activity Section' be updated to include Activating Health: Operator Procurement Activity | DK |
| The Board were asked to send any queries or feedback on ToR to SR | ALL |

| Decisions | Owner/Date |
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| Building Grants: To hold the current position until a clearer position on any future cost escalation, relating to the Old Bank are better defined. Any impacts on the building grants can then help inform a way forward. This may, depending on timescales be picked up at the next Informal Board. | |

| Agenda Item No | Agenda Item |
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| 1. | <p>Welcome and introductions / apologies / declarations of interest</p> <p><u>Present</u> David Savage (DS), Debbie Kavanagh (DK), Marion Giles (MG), Liz Fitzsimons (LF), Wendy Devlin (WD), Cllr Bob Kelly (BK), Ruth Ollis (RO), Matt Savidge (MS), Steve Robinson (SR), Jobert Fermilan (JF), Nick Lancaster (NL), Cllr Simone Faulkner (SF), Adam Connolley (AC), David Glover (DG), Paul Skelton (PS), Andrew Hobson (AH), Simon Bremer (SB)</p> <p><u>Apologies</u> Andrew Harper, Tracey West, Sarah Mitchell.</p> <p>DS welcomed everyone to the meeting and noted any issues that had arisen from the informal Board meeting will also be covered today.</p> <p>No new declaration of interests to report.</p> |
| 2. | <p>Review of minutes</p> <p>The Board ratified the draft minutes from the meeting dated 27th February 2025. Minutes will now be uploaded to the Town Deal webpage.</p> |
| 3. | <p>Actions from previous meeting</p> <p>No.31 - In Progress. Design now finalised, handed over to internal teams for costings, savings yet tbc. Any savings will be brought back to the Board.</p> |

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| | <p>No.32 - Completed. Action: Summary re: Declarations of Interest forms, to be circulated with the Board for review any issues to be brought back to the next Board meeting. No.33 - In Progress. WD has met with DK and LF to re-baseline the project. This will now be reflected in the next Performance Report. No.34 - Completed. No.35 - In Progress. SR to pick up a conversation with TW. No.36 - Completed. To be covered in Agenda Item 5.</p> |
| 4. | <p>MHCLG 6 monthly report & monitoring return</p> <p>DK presented the report which had been previously circulated to Board members.</p> <p>The report covers the period 1st Oct 2024 – 31st March 2025 and the information within this report is used for completing the MHCLG returns. An explanation was provided on the various sections of the report, which are completed by project managers, with comments also included from the Client-side Programme Manager</p> <p>It was noted that RAG ratings are reported in line with MHCLG guidance:</p> <ul style="list-style-type: none"> Any projects showing amber or red RAG scorings for Delivery will be re-baselined with the new construction period – which will re-align the RAG rating. Any amber or red ratings for Spend will start to reduce as the projects move along and spend is completed. <p>It was queried if there was a request from MHCLG for us to provide a route, or way to get the RAG ratings to green. DK explained there is section in the report for future actions which explains how we expect to recover.</p> <p>Differing levels of narrative were noticed for the risks on the project RAG ratings, there's visible inconsistency. Action: DK stated this would be picked up on future reporting, asking PMs to include a more detailed explanation for the risks, in the Issues section.</p> <p>DS queried if it is now time to start looking in detail / measuring project outputs. WD stated the outputs reported are currently only up to the end of March, at which point outputs were minimal. The next return will start to record and show all outputs received to date.</p> <p>It was agreed the top x3 risks on the projects were an accurate summary.</p> <p>WD stated the Informal Board on 12 June 25 would get an update on the re-baselining/timescales.</p> <p>An observation was raised on how we mitigate common future risks going forward, and what the informal boards involvement would be. This will be included as an Agenda item for discussion going forward.</p> <p>Action: DS requested the 'Future Activity Section' be updated to include - Activating Health: Operator Procurement Activity.</p> <p>The Board agreed with the above change and the report should be sent to the chair for signature.</p> |
| 5. | <p>Revenue and Board Priorities</p> <p>Slide deck presented by SR:</p> |

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| | <ul style="list-style-type: none"> • £620k provided by Sellafield was to support the programme and cover Project Delivery Costs: PM /Comms and Board /Property/ Legal support. • How could this be used effectively in line with the Funding Agreement – priorities identified: <ul style="list-style-type: none"> -To cover CCC PM fees to minimise direct costs of the project. -Bring in support for Engagement and Stakeholder workstream. -Cover future costs for property/legal. -Investment prospectus. <p>Some CCC costs have since been transferred to this budget to rebalance the PMO support and engagement costs will be picked up.</p> <p>Action: SR to meet with TW to discuss the identified priorities changes, reprofile into new activity and extend into 26/27 to match Town Deal timeline.</p> <p>DS queried if Tourism Marketing and Comms had dropped out of the x4 priorities. SR confirmed it hadn't but offered to pick up a conversation off-line off line and discuss at the next informal Board meeting.</p> <p>A discussion took place around the future funding for regeneration and ensuring continuity / an economic plan for Millom. A request for Andrew Hobson and Michell Scrogam to stimulate a conversation and move forward. Possibility of re-starting the Business Breakfast Club to facilitate comms and maybe the Investment Prospectus could act as vehicle to start any conversations.</p> <ul style="list-style-type: none"> • Proposals/bids have been received from x3 interested parties for Engagement Support. • Contract to be awarded w/c 2 June. |
| 6. | <p>Discussion on Building Grants</p> <p>Slide deck presented by SR to refresh the Board on the Grant Scheme element of Reactivating Heritage.</p> <ul style="list-style-type: none"> • The scheme was to bring buildings back into use. • The original business case included a selection criterion. • An analysis shortlisted x4 eligible buildings- are these still the right x4 to focus on? (Former HSBC, Norman Nicholson House, Market Square, Palladium) <p>There are 4 options:</p> <ul style="list-style-type: none"> • Keep the original approach to business plan. • Change Control - to deliver a facelift to properties, giving a wider benefit to the town. • Change Control - to move funding back to the Old Bank project. • Change Control – to move funds to another project i.e. Iron Line. <p>There followed a discussion around: The above options not achieving the outputs in the original business case and would need to be a programme within a programme, which doesn't report easily to MHCLG. There being local support for shop fronts to be tidied - other additional funding/ grants may be accessible to carry this out. Other projects entering costly phases, so surplus funds could be used to over other over-spends.</p> <p>WD stated due to structural issues in the Old Bank we are expecting a revised cost from Story's. Until this is received, we won't know if there are any surplus funds available to re-allocate.</p> <p>Decision: To hold the current position until a clearer position on any future cost escalation, relating to the Old Bank are better defined. Any impacts on the building grants can then help inform a way forward. This may, depending on timescales be picked up at the next Informal Board.</p> |

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| 7. | <p>Programme Progress Report</p> <p>Slide deck presented on the following projects by WD and JF. Slide deck to be circulated with the minutes.</p> <p>Activating Community Health (WD)</p> <p>Reactivating Heritage Buildings (WD) Board members to be given a site tour asap. SF gave thanks to Natalie from CCC for all the project updates received</p> <p>Connected Millom and Haverigg (WD) DS raised the issue of CCC delivering elements of the Connected Millom and Haverigg project, hence the question of value for money in relation to private sector costs must be considered to ensure the Board has assurance relating to value for money.</p> <p>It was agreed the Project Delivery Team will provide an assurance statement on VFM once work scopes are defined, and appropriate costing can be presented on what CCC intends to self-perform, The Board supported this approach.</p> <p>Iron Line (JF) -BOAT & Access DS requested a communication be ready to publish to the public, should any issues be raised with any reaction to the limitations, relating to access and the impact on the BOAT.</p> |
| 8. | <p>Millom Town Deal Terms of Reference - for approval</p> <p>The document had been circulated with the Board prior to the meeting. The Board were asked to forward any queries or feedback to SR via email. SR will then drop in any Millom specific content and circulate a final version to the Board.</p> <p>It was agreed this issue will be addressed at the next Informal Board meeting.</p> |
| 9. | <p>Any other business / next steps</p> <p>DS noted the HMP visit on 12 June 25. Board members asked to inform WD if they wished to attend. It was noted that a future date may also be available for any Board Members who are unable to attend the visit on 12th June.</p> <p>Informal Board meeting is on the same date, so will be reduced to 1hr.</p> |
| 10. | <p>Annual Re-appointment</p> <p>DS handed over to DK who explained roles of Chair, Vice Chair and Chair of Comms and Engagement sub-group are reviewed on an annual basis.</p> <ul style="list-style-type: none"> • DK asked for nominations for the Chair for year, or the duration of the Town Deal Board. DS was proposed and seconded. DS accepted as a yearly appointment. • DK asked for nominations for the Vice Chair, or the duration of the Town Deal Board. NL was proposed and was seconded. NL accepted as a yearly appointment. • Chair of Comms and Engagement Sub-Group, or the duration of the Town Deal Board. SF was proposed and seconded. SF accepted as a yearly appointment. |

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| DS thanked everyone for the meeting. Meeting ended at 15:50 |
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