

Town Deal Board Meeting (Virtual) 29 September 2022

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| Meeting ID | 11176 | |
| Committee | Southport Town Deal Board | |
| Date | 29/09/2022 | |
| Attendees | Rob Fletcher (Chair) | |
| | Damien Moore MP (Member) | |
| | Cllr. Marion Atkinson (Member) | |
| | Robert Agsterribe (Member) | |
| | Sophie Bevan (Member) | |
| | Peter Hampson (Member) | |
| | David Head (Member) | |
| | Agnes Ng (Member) | |
| | Susannah Porter (Member) | |
| | Stephen Watson (Officer) | |
| | Clare Wright (Secretary) | |
| | Heather Jago (Officer) | |
| | Stephen Birch (Advisor) | |
| | Mark Catherall (Officer) | |

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| Item ID | 57332 | |
| Item Title | Apologies | |
| Summary | <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Dwayne Johnson • Michelle Brabner • Iain Raikes | |

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| Item ID | 57333 | |
| Item Title | Declarations of Interest | |
| Summary | No declarations of interest were received. | |

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| Item ID | 57334 | |
| Item Title | Minutes of the Previous Meeting | |
| Summary | Resolved that the minutes of the meeting held on 9 th June 2022 be confirmed as a correct record. | |

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| Item ID | 57377 | |
| Item Title | Governance (Terms of Reference and Future Board Role) | |
| Summary | <p>RF has reviewed the original terms of reference and confirmed that the original remit was to prepare the Town Investment Plan (TIP). Moving forward the responsibility for delivery and accountability lies with Sefton Council. The Terms of Reference therefore need to be updated to reflect the Boards input</p> | |

throughout the forthcoming implementation stages.

RF has also looked at what other Towns have put in place and found mixed approaches. RF reaffirmed that board is not a legal entity nor acts as the accountable body for funding.

SW confirmed that a copy of the proposed updated Terms of Reference was circulated prior to the meeting. This document incorporates the feedback from members during and after the last meeting. SW confirmed that there have been no expressions to step down other than members who left previously, and not looking to expand the existing membership. SW also confirmed the board need to formalise the chair and vice chair roles as part of this process.

Discussion took place about the proposed role of the board.

RF reiterated that the role of the board does need to change. With other Towns choosing to disband, rationalise into smaller working groups or continuing as they were, he feels that members input has been invaluable to the implementation of the projects so far and does not see a reason for this to change. Existing arrangements have worked well, and the updated Terms of reference can reflect this.

MB endorsed this approach and confirmed that it mirrors other partner arrangements within the borough and region e.g., LEPs and Combined Authority authorised as the decision-making body. They see Sefton Council having a genuine interest in engaging local businesses The board has been seen as a positive independent suite of voices influencing policy and implementation.

SB confirmed that other LCR areas are undertaking Governance reviews and adopting similar approaches.

PH also supported the proposal but queried the long term and wider objectives for the board. PH also queried the mechanism for new membership as this may be a requirement later and therefore needs remain in place.

SW clarified that we do not envisage membership to grow at this time, but if key skills are required or vacancies arise in key partner organisations, the positions would be filled. Process is as per the terms of reference.

PH queried the role of the board in the context of the master plan. He queried whether the remit of the board would extend outside of the town deal projects and if they would be involved in future phases or projects. Externally, this would cause confusion as to what the board are responsible for within Southport or the borough. SW proposed continued updates and engagement among the board on wider works as and were applicable.

RF confirmed that the role of the board was to set up the TIP and now this is complete we look to continuing the role. Going forward this is for the Town Deal projects and not a wider remit at this stage.

AB asked how the Board's role fits with other groups such as the Southport Partnerships. SW confirmed that the Board does not replace any existing relationships or dialogue with other agencies in the town or Borough.

Officers are aware of the mounting pressures of cost inflation and limited

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| | <p>resources, including board members' time and SMBC support.</p> <p>RF asked for feedback on the format for future meetings. It was agreed that meetings would be generally arranged via Teams with the option to meet in person if the opportunity arose.</p> <p>RA saw that the control of overseeing delivery of the projects identified in the masterplan rests with Sefton Council.</p> <p>The draft Terms of Reference were agreed. Updates to be incorporated in line with the decision today and new version uploaded to the website when available.</p> <p>The website updates to also ensure membership and project information is up to date too.</p> <p>Rob Fletcher was voted as chair and Andrew Booth as Vice Chair.</p> <p>SW expressed appreciation to all members for their continued support.</p> |
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| Item ID | 57378 |
| Item Title | Consultation and Engagement |
| Summary | <p>5.1 Les Transformations</p> <p>S Birch provided an update to the Board.</p> <p>The report on consultation and engagement has been completed.</p> <p>Overall responses were generally positive. Further engagement for the phase 1 works is planned with drop-in sessions planned for early November along with links with the college following the shadow board discussions.</p> <p>MC confirmed that the businesses along Market Street have been visited for verbal feedback, there is ongoing dialogue with the Church and the businesses affected by the proposed works. Feedback has been generally positive.</p> <p>PH acknowledged the response levels and commented that it is often seen more of an effort to compliment than complain.</p> <p>SW confirmed that there is a risk of consultation fatigue, but the proactive approach has worked well and seen as exemplar in areas, especially as part of the TIP development.</p> <p>ANg stressed the importance of engaging with the smaller businesses to maximise the potential investment opportunities as part of the programme delivery. MC reaffirmed that this is ongoing and will continue.</p> <p>5.2 Shadow Board</p> |

The shadow board played a large role in the formation of the TIP and just as we are reviewing the Board's Terms of Reference, we are reviewing the future role of the Shadow Board and membership.

Discussions have commenced with Southport College to link to the Travel and Tourism students as well as the larger student population through their wider enrichment activities.

Officers have also met with Adrian Antell representing the Southport Learning Partnership for the primary school age group. IR as part of his new role at the Southport Learning Trust will link with the high school cohort.

This group aim to meet by the end of this half term to agree the updated terms of reference for the shadow board and establish how this will link within the main board remit and establish aspirations for the legacy of this project. Engagement activities are already in the planning stages for Les Transformation phase 1 consultations and MLEC construction facility links and workability workshop with the contract team.

5.3 Marine Lake Events Centre (MLEC)

MC confirmed that there has been a huge amount of consultation work carried out to date as part of the planning process with further events planned for the Visitor Economy Businesses.

The engagement session with Southport College will take place on 21st November and is being managed by the core consultant team who will provide an overview of the project, the different construction roles, and activities for approx. 15-30 students. The team are looking how this can be extended to Stanley High School students who have been heavily involved with consultation events to date. G&T consultants are keen to promote roles in construction to female students and are invested in achieving their social value targets.

FR and PH both endorsed the scheme but did question whether board members are best placed to do this and whether it should be in the capacity as individuals, board members, BID etc. PH went on the query the weight of such endorsements through the planning process.

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| Item ID | 57337 | |
| Item Title | Project Updates | |
| Summary | 6.1 | Marine Lake Events Centre |
| | | MC provided a general update. RIBA Stage 2+ is complete and stage 3 underway. The Planning application was submitted on the 6th July and validated the week after. MC is in discussion with the Planning |

team, the decision target date is December 2022.

A link to the planning portal was provided in the chat during the meeting and can be accessed [here](#). Detailed discussion with variety of statutory authorities underway as part of the planning process. Pre-planning discussions have been taken into account in the submission. Business case review underway.

SB confirmed that the Combined Authority External Investment Panel endorsed the remaining £17.7m investment earlier this month and is due to go to their board for approval on 14th October. As a funder the CA has key oversight of the project.

ASM have been appointed as the preferred Operator with the contractor procurement underway. Expected to provide further update at the end of the year when we can.

RA queried the RIBA works stages and the planning submission. MC confirmed that design work was Stage 2+ and hybrid approach taken to develop the detail sufficiently for the planning application.

ANg questioned when the best time would be to publicise the progress made and target potential investors such as accommodation and other ancillary support services. MC confirmed that some discussions are ongoing, but the main driver will be once planning permission is sought and investors have the more certainty about the opportunities progressing. SW confirmed that the Council remains proactive in that regard.

MC provided members with an overview of the key programme dates with the scheme likely to be open Spring 2026.

MA reaffirmed the council's commitment to deliver the project. She acknowledged the huge amount of work taking place behind the scenes to deliver the projects and wanted to take this opportunity to thank SW and the team for their efforts in progressing this far and recognises the huge amount of work coming up. This was echoed by RF and the board.

RF queried who was part of the procurement process for the selection of the Operator. MC confirmed that there was team as part of the negotiated process.

There was an open tender process guided by the consultants IPW. The team comprised MC, SB, members of SMBC procurement, legal and finance teams.

The contractor's procurement exercise is being led by G&T. It is anticipated that there will be a 25-year agreement with the Operator including regular reviews.

SW added that the robust governance processes are in place with fortnightly progress updates to the CEO and monthly updates to elected members. Existing processes are being followed but recognising the capacity and capability of resources and market

challenges including cost inflation is influencing priorities.

The economic position has been reviewed to reflect the spend commitment, CA investment and, through the market research G&T and other key consultants have carried out, the current inflation risk. RF confirmed that the risk registers to be reviewed. MC to share the consultants market insight reports for information.

6.2 Les Transformations

S Birch confirmed that the briefing note circulated at the end of August gave a detailed overview of progress to date. Proposals approved at the Licensing and Regulatory Committee held on 5th September.

The Phase 1 design work is underway with stakeholder engagement sessions planned in the Market next month. Design development of future phases are also in progress. The Committee also approved the Traffic Regulation Orders required for the phase 1 works as part of the process including the 20mph section of Eastbank Street which will reinforce the crossing points, 1 way traffic along King Street and proposed traffic free zone in Market Street.

Discussions with partners about the entrance to the station along Chapel Street are also taking place, including relocation of the BT kiosk and location of the new BT Hub.

Most works are likely to take place next Autumn but scope to introduce some of the arrangements temporarily to show progress of the intended works sooner.

6.3 Enterprise Arcade

CW confirmed that the summary business case was approved in August and discussions are ongoing with Baltic Creative as the Operator. Discussions should pick up pace once Baltic's new CEO is in post.

The stage 3 design work is complete and currently being costed. Once received we will carry out stage 4 gateway review to assess value and viability.

Listed Building Consent for the ground floor shop fronts is due to be submitted via the planning process shortly. To progress the scheme the procurement of the consultant team is underway with the hope to get the contractor on board before Christmas.

Q. Members queried when the works will be finished.

A. Works are currently programmed to commence by the end of the financial year with the CAT A fit out works completing in Autumn. The Tenant / Operator fit out will take place afterwards with scheme opening early 2024.

6.4 Building Better Customer Experiences

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| | <p>SW provided an overview of progress to date.</p> <p>Since the summary business case approval in August, discussions have taken place with the partners to develop the agreements. Delivery of the new opportunities is programmed for later next year.</p> <p>Q. Members queried the information relating to the Q3 commencement.</p> <p>A. SW confirmed that the existing cohorts will be engaged this term with the new opportunities building up scale for a start next year.</p> |
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| Item ID | 57335 |
| Item Title | AOB |
| Summary | <p>Q. Members reiterated the remit of the board and wanted to make sure the private sector projects are linked such as BHS building.</p> <p>A. CW confirmed that officers are sighted on the wider investment projects such as the BHS and Cambridge arcade roof works and are in the process of drafting full programme to help identify any potential disruption to businesses and visitors.</p> |

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| Item ID | 57336 |
| Item Title | Date of Next Meeting |
| Summary | <p>Quarterly meeting dates for 2023 to be circulated. Monthly electronic updates will be provided as well as key documents requiring Board member involvement / oversight as required.</p> |