

SOUTHPORT TOWN DEAL BOARD

MEETING HELD AT THE ON 12 SEPTEMBER 2023

Attendees:

Rob Fletcher (Chair) (RF)	Ian Raikes (IR)	Rob Anderson (RA)
Andrew Booth (Vice Chair) (AB)	James Brayshaw (JB)	Sean Joughin (SJ)
Agnes Ng (AN)	Cllr. Marion Atkinson (MA)	Stephen Watson (SW)
Rt. Hon Damien Moore MP (DM)	Michelle Brabner (MB)	
Dan Taylor (DT)	Peter Hampson (PH)	

Officers in attendance: Clare Wright (CW), Julia Shakeshaft (JS), Mark Catherall (MC) and Stephen Tant (ST)

1. APOLOGIES

No apologies were received from Board Members.

The following officers sent their apologies for the meeting: Stuart Barnes, Heather Jago, Keith Molloy, Claire Maguire, and Andy Dunsmore.

2. DECLARATIONS OF INTEREST

No declarations of interest were received.

3. MINUTES OF THE PREVIOUS MEETING

No comments or amendments received. The minutes were approved as an accurate record of the meeting held on 10th May 2023.

4. MATTERS ARISING

The outstanding matters arising are covered under the main agenda items.

5. GOVERNANCE AND MEMBERSHIP MATTERS

Governance

Membership Matters

No changes in membership since the last meeting. Website in the process of being updated with biographies of recently appointment members.

Action: CW to chase website updates on the membership pages.

Monitoring & Evaluation

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The Monitoring and Evaluation forms were completed and returned by the DLUHC deadline of 9th June. A couple of adjustments were made to the template prior to submission and circulated to RF for information. The next cycle of monitoring will be due in December.

RF queried the timescales for this. CW confirmed the templates are usually circulated November with the deadline for submission early December. CW also confirmed DLUHC may be moving to an online reporting system, but no details have been provided yet.

Updated Processes

DLUHC have issued policy and process updates in recent months, in summary:

- The Assurance Framework update was issued in June 2023
- Project Adjustment Request Process updated in April and,
- Branding update in August 2023

The main changes aim to streamline processes and include the Levelling up funded projects.

Towns Fund Conference

CW provided an overview of the Towns Fund Conference that took place in Manchester on 20th June 2023.

DLUHC opened the event with an overview of the Towns Fund programme so far, followed by case studies from partners and breakout sessions covering a range of topics.

The strategic regeneration case studies presented had varying themes. Blackpool from a wider regeneration and investment opportunities perspective, Hartlepool from a place making perspective, Sandwell in the West Midlands around economic regeneration and Swindon around their infrastructure.

The presentations also included lessons learned from Town Deal Boards with Glastonbury and Morley near Leeds showcasing their projects. They adopted very different approaches but both with the local priorities and community-based focus.

The breakout sessions gave attendees the opportunity to share lessons learned more informally covering topics which included Design, Project Management, Funding, Market Movements, Branding and CPO.

6. PROJECT UPDATES

Project Updates

Building a Better Customer Experience
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JS provided a project overview to the Board. The Building Better Customer Experience is based on 3 strands.

- **Strand 1. Training in the workforce.** Target of 1500 interactions through the Council's MyLearning platform, working with Sefton Council Workforce Development Team. The course modules for Training the workforce are currently in development and will be progressed throughout the Autumn and Spring Terms 2023/34.
- **Strand 2. Training for Jobseekers,** incorporating 320 modules for new and existing learners, working in partnership with Southport College. To date, the pilot modules have been delivered to 68 learners and received positive feedback on the content, and delivery methods. The modules have enhanced skills and increased learners' confidence levels. The module development was based on 7 key principles and look to roll out to larger cohorts later in the school year. JS also confirmed that Equality is embedded, and focus groups will be set up to ensure the modules are suitable for everyone. The next stage is to work with employers to customise the modules and promote the programme.
- **Strand 3. Training for volunteers and age +19 unemployed.** Working with Adult and Community Learning assisting 300 individuals. The classroom content will be developed with a view to create digital content to reach a wider Sefton based audience. The Adult and Community Learning working with the Tourism Department to produce a timeline of events and link with volunteering opportunities.

MB was able to provide feedback on Strand 2 from the Colleges' perspective. Feedback has been positive from both the learners and employers. Customisation has been key; being able to flexibly respond to different clients' requirements, whilst maintaining the 'Southport Standard'. Project outputs are ahead of the delivery plan targets and new learners will be enrolled later in the Autumn term.

Enterprise Arcade

CW provided an overview of the Enterprise Arcade. Contractor procurement is underway with tender returns being evaluated. The aim being to commence works this year and open late 2024.

RF queried the contract period. CW confirmed the programme will be reviewed with the selected tenderer, but time has been allowed for the complex services separation from the adjacent buildings.

Les Transformation

SW provided a progress update on Les Transformations. The programme is being reviewed to minimise impact on the Christmas trade period. The detailed design is being finalised. Contractor procurement is also progressing. The team are looking to minimise the impact on residents and businesses. More detail will be provided at the next board meeting.

RF queried if the contractor will be on board this year. SW confirmed that this is the expectation.

AN asked for clarification on the detailed design and if the traffic impact assessment can be shared. SW confirmed this can be included in the project update in December.

RA queried if there will be an opportunity to review the design proposals and if planning is

required for the proposals. Confirmation of the approvals can be provided in the next project update.

Action: Detailed Project review including traffic Impact assessment to be presented at the next Board meeting.

MLEC

MC provided an update on the Marine Lake Events Centre. Hoarding has been erected and utility orders placed. The hoarding is currently blank, but the intention is to develop visuals as part of the social value work as well as provide local business support. Minor diversions, by BT and virgin media, and major diversions SPEN/MANWEB and United Utilities are progressing. This process is dictated by the statutory authorities but must be complete before demolition and sheet piling works ahead of the main contract.

AN queried if the operator has been involved with the design and how they will support the Town and local businesses when operational. MC confirmed that ASM, as the preferred operator, has been involved with the design development, helping to ensure that the design enhances the customer experience and will not have an operational impact. ASM have a large team providing key insights from other UK sites as well as global contacts for the Water and Light Show.

Several applications to discharge the planning conditions have been lodged.

Social value will be tracked as part of the main contract works, but it is embedded in aspects of the project including consultants. Engagement to date included working with Southport college, local schools and Hugh Baird college.

RA queried if there will be any road closures along the promenade as part of the works. MC confirmed the diversion works are complex but will look to minimise disruption as much as possible, but some closures will be required.

PH enquired about access to the Waterfront Hotel and sequencing of works. MC confirmed the existing building will be demolished and ramp access provided to ensure access will be unaffected by the main works. MC also confirmed that the project team are working closely with the hotel to progress party wall and other matters in relation to the project.

7. COMMUNICATIONS

Communications

SW confirmed that the social value work is ongoing across the programme.

The council, as the accountable body, will provide interim updates.

The Council can provide FAQ style documentation for key project updates and assist Board members when engaging in the local community.

Agreed that Board Members will be provided with updates on projects for incorporation into existing comms and engagement by their organisations (e.g., schools newsletters).

Action. information to be provided comprising interim updates for Board Members on project progress, for Board Member use for own visibility and for internal and external communications by their organisations.

8. AOB

Southport Pier – PH recognised that although the Town Deal does not include wider regeneration projects such as the Pier, the proximity does have an impact. SW confirmed public updates will be provided at the earliest opportunity. He reaffirmed the Councils commitment to source the capital funding to make safe and a long-term revenue for future upkeep.

In relation to the discussion around communications RA queried if the website information was up to date.

Action: CW to review website information and update.

9. DATE OF NEXT MEETING

The next meeting will take place via Teams on 12th December 2023, 08:30am.