

ST HELENS TOWN DEAL BOARD MEETING

Friday 11th September 2020 - 2pm | Microsoft Teams



ST HELENS
BOROUGH COUNCIL

Board Members in Attendance:

Town Deal Board Chair – John Tabern, Local Businessman and Ambassador

Mick Allen – Department for Business, Energy and Industrial Strategy

Alex Dawson – Department for Business, Energy and Industrial Strategy

Sophie Bevan – Investment Manager, LCR Combined Authority

Julia Callaghan – Marketing Director, St Helens College

Cameron Sheeran – Principal, Cowley International College

Superintendent Steve Brizell – Merseyside Police

Glenys Chalk – Headteacher, Rivington Primary

Philip Fell – Associate Pastor, St Helens Christian Life Centre

Justin Hill – Chief Executive, YMCA St Helens

John Hodgkinson – Director, 2K Supplies

Andy Lock – Coalfields Regeneration

Tracy Mawson – Chief Executive, St Helens Chamber

Chris O’Dea – Managing Director, OD’s Designer Clothing

Stephen Palfrey – Managing Director, Palfrey Greer

Dyan Clegg – St Helens & Knowsley NHS Trust

Steve Coffey – Chief Executive, Torus Group

Fay Lamb, Chief Executive Citadel Arts

Emma Howarth – Managing Director, MITE

Lance Flor – Managing Director, McDonalds St Helens

Geoffrey Appleton – Lay Chair, St Helens Clinical Commissioning Group

Andrew Darron – Director, Groundwork Trust St Helens

Stephen Lingard – Director, SL Consultancy

Chris Jones – Managing Director, Abbey Group

Local Authority Representation:

Councillor David Baines – Leader of St Helens Borough Council

Councillor Richard McCauley – Cabinet Member Economic Regeneration

Kath O’Dwyer – Chief Executive, St Helens Borough Council

Lisa Harris – Executive Director Place Services, St Helens Borough Council

Mike Poulter – Interim Director of Strategic Growth, St Helens Borough Council

Steve Littler – Senior Assistant Director, St Helens Borough Council

Roy Benyon – Head of Place and Delivery, St Helens Borough Council

Cathryn White – Place Project Manager, St Helens Borough Council

CBRE Representation:

Rhian Davitt-Jones – Associate Director, Planning & Development CBRE

Iain Jenkinson – Senior Director, Planning & Development CBRE

1. WELCOME AND INTRODUCTIONS - CHAIR

St Helens Town Deal Board Chairman John Tabern welcomed everyone to the meeting and introductions were made.

2. APOLOGIES FOR ABSENCE

Apologies for absence received from: Sharon Bridge – Sabroso Restaurant Owner, Howard Lawrenson – Lawrenson Associates, Conor McGinn MP, Richard Aylett – North West Greetings, Ron Helsby – World of Glass, Patrick Fox - Heart of Glass, Steve Roberts – Communications Plus, Phil Mayall – English Cities Fund

3. DECLARATIONS OF INTEREST FROM MEMBERS

No Declarations of Interest from those present were made.

4. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 26th June 2020 were agreed as a correct record.

5. ACTIONS ARISING

Actions noted in the previous minutes were revisited and progress reported against each.

- Submission date agreed of January 2021
- Links made with MHCLG delivery partner ARUP - Kim Cooper, Towns Fund Lead
- Multi-disciplinary consultant team appointed – CBRE
- Place Consultants thinkingplace appointed to lead on stakeholder engagement

6. GOVERNANCE – CHAIR

Town Deal Board Chair John Tabern addressed a number of governance procedures.

The draft Town Deal Board Terms of Reference had been shared in advance with all Board members for their consideration and comments, no objections were declared, Terms of Reference document was approved.

The Chair shared his intention to establish a smaller Executive Group to support the full Town Deal Board. Chair explained the rationale behind this decision, which was to facilitate quicker and smoother communications between the Board and St Helens Borough Council.

It was proposed that the Executive Group would consist of John Tabern as the Chairman, Cllr Richard McCauley as Portfolio Holder, Sub-group Leads - Tracy Mawson, Chris O’Dea, Justin Hill and John Hodgkinson, and also Stephen Palfrey.

It was noted that the Executive Group would not be empowered to make decisions, this must sit with the main Board. No objections were made, the decision to create an Executive Group was agreed.

Chair also addressed the need for transparency within Town Deal Board minutes. To ensure governance best practices are followed, Board meeting minutes will be published as a public facing record of meetings.

6. PRESENTATIONS

Lisa Harris, Executive Director of Place

Lisa Harris introduced herself and reflected on the Towns Fund journey so far for St Helens.

Revisiting the actions from the previous meeting, Lisa shared progress made with each action:

1. Submission date agreed of January 2021 for Town Investment Plan
2. Engagement undertaken with Arup and completion of 'framework'
3. Bill Grimsey Review / Webinar took place on 13th August 2020
4. CBRE and thinkingplace formally appointed to support the Town Deal Board
5. 4 Board Sub-groups established to consider areas of focus and potential projects
6. Sub-groups provided feedback including some visioning work for the town centre
7. 5 key themes and circa 100 projects

Lisa praised the sub-group leads for their hard work in establishing areas of focus and potential Towns Fund projects.

Lisa confirmed that St Helens Borough Council have formally appointed CBRE and thinkingplace as specialists in Place-led transformation and engagement, to support the Town Deal Board in preparing the Town Investment Plan ahead of a January 2021 submission.

CBRE and thinkingplace have been involved in St Helens since 2016 and have an excellent understanding of the local challenges and opportunities.

Iain Jenkinson and Rhian Davitt-Jones from CBRE will be leading on the Town Investment Plan on behalf of the Town Deal Board and the Local Authority.

John Till and Sarah Perry from thinkingplace will be leading on engagement.

Lisa handed over to Rhian Davitt-Jones, Associate Director at CBRE to deliver a presentation to the Board that broadly covered the development of a shared vision and objective, approach to project short-listing and next steps.

Rhian Davitt-Jones, Associate Director CBRE

Rhian introduced herself to the Board and gave context as to the role of CBRE within the work of the Towns Fund in relation to St Helens.

Due Diligence & Document Review - CBRE is reviewing key strategic documents and reports. Key outputs identified related to this stage include the production of a Draft Document Review Report and a SWOT Analysis, to consider the issues & challenges facing the Borough.

Rhian shared opportunities and challenges documented within each of the Sub-groups: Business & Skills, Regeneration & Land Use, Heritage & Culture and Connectivity.

Rhian revisited the St Helens Story, in particular the narrative, sharing this with Board members. The St Helens Story was produced four years ago in collaboration with CBRE and thinkingplace following extensive consultation and engagement with stakeholders. From Industry to Ingenuity being the key theme.

Rhian went on to cover the development of a shared vision and objectives, utilising all of the above intelligence to create this shared vision for the Town Investment Plan, identify a series of SMART objectives and prioritise appropriate projects to take forward. Developing a shared vision must include broad stakeholder engagement, which will be led by thinkingplace.

Over 100 projects / programmes have so far been suggested by Board members and Council officers, these need to be 'tested' against a robust evaluation matrix to establish a short-list. This short-list will be discussed further with the Sub-Group leads before engaging formally with the Board.

Rhian shared the proposed Evaluation Matrix that will enable Project Prioritisation in a two part approach: Step 1) Pass / Fail Assessment | Step 2) Detailed Assessment of Projects for ranking.

Each shortlisted project will need to provide the following:

- Funding ask (including match-funding secured)
- Financial profile/ funding drawdown
- Estimate of outputs and outcomes
- How project aligns with evidence of need
- How is it going to be delivered?
- Indicative Benefit Cost Ratio
- Alignment with regional/ national strategies

Rhian concluded by sharing a timeline of next steps ahead of a submission date of January 2021:

- Stakeholder Mapping – Sept 2020
- Stakeholder Engagement – Sept 2020
- Refining Long List of Projects – Sept 2020
- Presenting Vision – Oct 2020
- Project Prioritisation & Shortlisting – Oct 2020
- Draft TIP – Dec 2020
- Final TIP Endorsement – Jan 2020

John Tabern, Town Deal Board Chair

The Board were asked to endorse the Evaluation Matrix that was shared with the group, feedback indicated that the Board would prefer the Executive Group to review this in more detail at their meeting on Tuesday 15th September.

Subject to the Executive Group approving this matrix, the Board would also endorse the approach

John Tabern thanked Lisa and Rhian for their presentation and detailed progress update. John also echoed Lisa in offering thanks to all sub-group leads for their work in progressing ideas in their areas.

AOB

Chalon Way Car Park Cabinet paper attached for reference.

<http://moderngov.sthelens.gov.uk/documents/s105427/Town%20Deal%20Accelerated%20Fund%20and%20LCR%20Town%20Centre%20Fund%20Update.pdf>

Next Meeting Date:

Friday 16th October 2020 | 11:00 – 12:30 hrs