



CITY DEAL

Preston, South Ribble & Lancashire

Preston, South Ribble and Lancashire City Deal Stewardship Board

Minutes of the Meeting held on Friday, 8th January, 2016 at 2.00 pm at the Cabinet Room 'D' - The Henry Bolingbroke Room, County Hall, Preston

Present

Mr K Tupling (Chair)

Ms L Norris
Mr M Nuttall

Ms J Turton
Mr J Carter

Observers

Councillor M Nelson
Councillor P Smith
County Councillor B Yates
County Councillor J Mein
Councillor P Rankin
Councillor M Smith
Dr M McVicar

In Attendance

Ms J Ainsworth, Specialist Advisor: Finance, Lancashire County Council
Ms B Joyce, Head of Strategic Development, Lancashire County Council
Mr A Milroy, Company Services Officer, Lancashire County Council
Ms S Parry, Programme Manager City Deal, Lancashire County Council
Ms S Procter, Director Programmes and Project Management, Lancashire County Council
Mr S Sage, Homes and Community Agency
Mr T Seamans, Head of Communications, Lancashire County Council
Mr E Sutton, Director of Development and Corporate Services, Lancashire County Council
Mr I Young, Director of Governance, Finance and Public Services, Lancashire County Council

1. Welcome and Apologies for Absence

The Chair, Mr K Tupling, welcomed all to the meeting. It was noted that County Councillor Barrie Yates, Councillor Michael Nelson and Councillor Phil Smith were attending the meeting as observers. The Stewardship Board agreed that they could be present for the Part I section of the meeting.

There were no apologies for absence, all Stewardship Board members were recorded as present.

2. Minutes of the City Deal Executive / Stewardship Board meetings held on 17th July 2015

Resolved: That the minutes of the meeting held on 17th July 2015 be approved as an accurate record and signed by the Chair.

3. Matters Arising

None

4. Declarations of Interest

None

5. HCA BDP Progress Report - Year 2 Quarter 2

Mr S Sage, Homes and Communities Agency (HCA), presented a report (circulated) which provided an update on the progress made on the HCA land portfolio for quarter 2 of year 2 (July to September 2015 / 16).

In terms of the 11 specific land assets that the HCA are responsible for it was reported that:

- Croston Road South – Deal had been done.
- Altcar Lane – The Masterplan had been approved.
- Cottam Hall – Had now progressed to Phase 2.
- Eastway – Progressing well with a slight delay due to conditions of legal agreement.
- Pickering's Farm – Land ownership arrangement discussions continuing. Expected to sign a legal agreement in Quarter 4. (currently listed as amber)
- Croston Road North – Work has commenced on site (at the tank roundabout) (currently listed as amber)
- Brindle Road – Work continues to progress on the Phase 1 build at a good rate.
- Walton Park Link Road – Discussions between all parties have moved on positively.
- Cottam Brickworks – Positive Section 106 discussions are continuing.
- Whittingham Hospital – Ongoing discussion with developers on Phase 2 due to large abnormalities on site. A revised bid is due Sept / Oct 2015. (currently listed as amber)
- North West Preston EA – Local Plan Inspectors Report published.

Overall good progress was being made on all HCA land assets, with all nearly all

showing as green on the Direction of Travel RAG rating, except the three amber assets indicated above. The amber assets also continue to make good progress and it was stated that there are no significant concerns with progress on these assets.

Resolved: The City Deal Stewardship Board and the Executive noted the content of the report and the progress made in the delivery of the HCA land assets in quarter 2 year 2.

8. City Deal Skills and Employment Study / Plan

It was agreed to consider Item 8 at this point of the agenda.

Michele Lawty-Jones, Director Lancashire Skills Hub, presented a report (circulated) regarding the City Deal Skills and Employment Study / Plan.

The Stewardship Board and Executive were reminded that earlier in the year, a study was commissioned to identify the skills and employment implications of the City Deal programme for Preston and South Ribble, and Lancashire as a whole.

A Skills and Employment Steering Group was established to oversee the study and the development of a skills and employment action plan; it is recommended that the group continue and oversee the implementation of the action plan.

The resulting implementation plan has been aligned and cross-referenced to the overarching Lancashire Skills and Employment Strategic Framework led by the LEP's Skills and Employment Board. It was further recommended that the group report on progress to the Stewardship Board, Executive and the Skills and Employment Board.

Stewardship Board and Executive Members endorsed and supported the presentation and Study / Plans created with a request that particular emphasis be placed on the need to link student study with work placements in order that suitably trained students remain in Lancashire beyond their study period within the six priority sectors identified in the report.

Resolved: The City Deal Stewardship Board and Executive:

- (i) Endorsed the final drafts of the reports and the implementation plan.
- (ii) Approved the continuation of the Skills and Employment Steering Group to oversee the implementation of the actions in the plan, and;
- (iii) Requested that a report be brought back to the Stewardship Board and Executive with the outcomes and delivery milestones of the Study / Plan.

6. Monitoring Report Update - Year 2 Quarter 2

Ms S Parry, City Deal Programme Manager, Lancashire County Council presented a report (circulated) that provided the Stewardship Board and the Executive with a 6 monthly monitoring report update from the period April 2015 to September 2015.

It was reported that the 6 monthly monitoring return for the period April to September 2015 demonstrated that good progress is being made against the key government performance measures (core outputs) with housing completions on target for the year and ahead of forecast overall since the Deal was signed. The figures are supported with strong performance in office to residential conversions and bringing empty properties back in to use. For future developments, three large sites have had their milestones revised, but it is not anticipated that this will affect the construction start date.

Commercial floor space activity remains more subdued (and is in the main limited to smaller scale industrial developments) but progress is being maintained on the two largest employment sites which are located in South Ribble; Cuerden and Samlesbury Enterprise Zone and floorspace completion in respect of these sites remains as per the existing 10 year forecast. There was also a significant logistics letting in South Ribble (Amazon) at Lancashire Business Park. Preston continues to position itself well in the IT and business processing operations market having recently benefitted from a large global inward investment at Tulketh Mill.

There are signs of recovery in the retail and leisure market with planning applications submitted for a range of new uses, with a number of new prestigious tenants in the area.

Councillor Margaret Smith, Leader of South Ribble Borough Council, stated that she was keen to see the A582 widening of the section at Booths / the Brown Hare in Penwortham be completed before work begins on the next section to be widened. This was noted by Officers.

Mr E Sutton, Director of Development and Corporate Services, advised that as the City Deal has progressed and become wider than being about infrastructure that the Infrastructure Delivery Plan for the City Deal will become a delivery plan across other areas including housing, employment sites and skills in addition to highways infrastructure delivery.

Resolved: The City Deal Stewardship Board and Executive:

- (i) Agreed that the data and commentary included within this report is included as part of the Monitoring Return to HMG and the LEP.
- (ii) Noted the Infrastructure Delivery Plan Quarter 2 Monitoring Report, attached at Appendix 1 to the report.

- (iii) Noted the ongoing review of monitoring activity (to encompass the adoption of metrics and resource requirements), including HMG requirements and those of the LEP.
- (iv) Noted the linkages established with other groups, for example the Growth Deal Management Board, City Deal Construction Hub, LEP Skills Hub (and the City Deal Sub-Group) to support co-ordinated monitoring activity, and;
- (v) Noted that Terms of Reference have been prepared for the Monitoring Group in the light of points 1-4 above.

7. Finance Monitoring Update - Year 2 Quarter 2

Ms J Ainsworth, Subject Matter Expert / Specialist Advisor: Finance, Lancashire County Council presented a report (circulated) regarding the financial monitoring of the City Deal for year 2 quarter 2.

It was reported that that the report presented the City Deal with projections for extension years 11 to 15 for the first time. At present year 2 is on track and the bigger schemes will begin to draw down in later years as the City Deal progresses.

With regard to the Community Infrastructure Levy (CIL) the Stewardship Board and Executive were reminded that Keppie Massie had been appointed as an additional resource to optimise the CIL and other developer contributions included in the Infrastructure Delivery Fund. It was reported that Keppie Massie should have a report available on work undertaken to date for the next City Deal meetings to be held on 21st March 2016.

Resolved: The City Deal Stewardship Board and Executive noted the financial position for year 2 quarter 2 as reported and noted that a report from Keppie Massie will be presented to the 21st March 2016 meetings.

9. Community Infrastructure Update

Ms L Norris, Chief Executive, Preston City Council presented a report (circulated) which updated the Stewardship Board and Executive on progress made on Demographic Modelling and the Community Infrastructure Plan.

It was reported that the aspiration was to have the Plan in place by the start of 2016, the plan was not quite ready however a baseline had been established (phase one).

Significant progress had been made on both work streams as presented in the report with completion anticipated by the end of March 2016.

Resolved: The City Deal Stewardship Board and Executive:

- (i) Noted the progress made in relation to Demographic Modelling, and;
- (ii) Noted the way forward for the preparation and governance of the City Deal Community Infrastructure Plan (CIP).

10. Marketing and Communications Strategy and Communications Update

Ms R Connor, Chief Executive of Marketing Lancashire, presented a report (circulated) which presented an update on the City Deal Marketing and Communication Strategy.

It was reported that the last quarter has seen a number of milestones for public information, communication and consultation. Activities included:

- Completion of Stanifield roundabout works
- Annual update on progress over the last year
- A582 widening route approved
- Architect chosen for the design of Preston bus station
- Works starting on Flensburg roundabout
- Altcar Lane housing plan and Worden park improvements consultation
- Promotion of the community roadshow in various locations
- Amazon locates on Lancashire Business Park
- Consultation feedback and go ahead for improvements to New Hall Lane
- Plans to protect Preston's Guild Wheel
- Fishergate works complete
- Broughton Bypass contractor announced

The Executive and Stewardship Board members agreed that the number of key milestones reported during the last quarter was significant and that the communication strategy was working well. Members commented that the communication strategy should continue to be proactive and report progress on the key City Deal milestones as quickly as possible. Members expressed a desire to ensure key messages regarding any possible disruption during works were communicated effectively.

With regard to the Ambassadors programme detailed within the Marketing and Communication Strategy, it was confirmed that it was due to launch shortly. It was agreed that Ms Connor would circulate details to City Deal Stewardship

Board and Executive members in due course.

Resolved: The City Deal Stewardship Board and Executive:

- (i) Agreed the plan of communications and marketing activity for the period January 2016 to March 2017 with a particular focus on targeting businesses with close alignment to the LEP marketing being carried out by Marketing Lancashire.
- (ii) Agreed that all City Deal marketing, communications, advertising and events should be managed through the Communications sub group to ensure a co-ordinated approach and ensure return on investment, and;
- (iii) Agreed that a single management process for communications and general investor enquiries be adopted.

12. Any Other Business

None

13. Date of Next Meeting

It was noted that the next Combined City Deal meeting was scheduled to be held on Monday 21st March 2016, 9.30am in Cabinet Room 'D' – The Henry Bolingbroke Room, County Hall, Preston.

Part II (Items considered as Private and Confidential)

As the following reports were deemed not for publication due to containing exempt information as defined in paragraph 41 (Information provided in confidence) of the Freedom of Information Act 2000. The City Deal Stewardship Board and Executive resolved to move the meeting into Part II and excluded Observers from this section of the meeting.

14. Resources Review - Scope and Terms of Reference

Mr E Sutton presented a report (circulated) regarding scope and terms of reference for a proposed City Deal Resources Review.

Following presentation of the report (in Part II Private and Confidential) it was proposed that a small Resource Review Team be established, supported by the finance working group and reporting to the Programme Director. It was proposed that the City Deal Programme Board receive an interim report in January / February 2016 with an agreed report subsequently being taken for consideration to the City Deal Stewardship Board and Executive at the meeting to be held on 21st March 2016.

Resolved: The City Deal Stewardship Board and Executive:

- (i) Noted the proposed scope of the Resources Review.
- (ii) Agreed that the Stewardship Board and Executive consider a report, at its 21st March 2016 meeting, which sets out the outcomes and recommendations of the Resources Review.
- (iii) Agreed that the Programme Director, Eddie Sutton, leads a small task and finish Resource Review team, providing updates as requested to the Programme Board; and the Stewardship Board / Executive, and;
- (iv) Agreed that Keppie Massie support the Resource Review work, specifically, the analysis of changes to national policy on the funds and to undertake the stress testing of the City Deal model, and note that Lancashire County Council , via LCDL, will fund this element.

15. City Deal Reappraisal - Findings Report

Ms B Joyce, Head of Strategic Development, Lancashire County Council presented a report (circulated) regarding a reappraisal undertaken to review progress of the City Deal including the governance arrangements, programmes of activity and monitoring arrangements.

Resolved: Following consideration of the report in Part II (Private and Confidential) the City Deal Stewardship Board and Executive:

- (i) Noted the review work undertaken to date.
- (ii) Noted Observers could already attend City Deal meetings and agreed to invite both UCLAN and Chorley Borough Council to attend future meetings as Observers.
- (iii) Requested that options for a development team approach to City Deal delivery be reviewed and that a report outlining the options is brought to the 21st March 2016 Combined City Deal meeting.
- (iv) Approved the establishment of a private sector critical friend group.
- (v) Request a 6 weekly top-line City Deal briefing be circulated to the members of the City Deal Stewardship Board and Executive.
- (vi) Noted the proposal for the Skills and Employment Working Group to form a permanent part of the implementation arrangements.
- (vii) Agreed that the HCA Liaison Group and Infrastructure Delivery Steering Group be merged.

- (viii) Agree that the Community Infrastructure working group be stood down;
and
- (ix) Request that any potential changes to the Joint Advisory Committee Terms of Reference be brought to the 21st March 2016 Combined City Deal meeting for consideration.