

**NOTE OF A MEETING OF THE  
NELSON TOWN DEAL BOARD  
HELD REMOTELY VIA TEAMS  
ON 10<sup>TH</sup> JUNE, 2022**

*PRESENT*

*Councillor S. Barnes (Chairman – in the Chair)*

**Members of the Board**

<i>Councillor N. Ahmed</i>	<i>Pendle Borough Council (PBC)</i>
<i>Councillor D. Whipp</i>	<i>PBC</i>
<i>Councillor M. Aslam</i>	<i>PBC</i>
<i>Councillor M. Iqbal</i>	<i>PBC</i>
<i>A. Stephenson</i>	<i>Member for Parliament</i>
<i>C. Smith</i>	<i>Pendle Engineering Ltd</i>
<i>L. Oddie</i>	<i>Oddie's Bakery</i>
<i>D. Gordon</i>	<i>Lancashire County Council</i>
<i>A. Melton</i>	<i>Lancashire Enterprise Partnership</i>
<i>C. Bennett</i>	<i>Positive Action in the Community</i>

**Consultants/Advisors**

<i>C. Schofield</i>	<i>Cities and Local Growth Unit (CLGU)</i>
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**Officers in attendance**

<i>R. Rouse</i>	<i>Chief Executive, PBC</i>
<i>J. Whittaker</i>	<i>Housing, Health and Engineering Services Manager, PBC</i>
<i>R. Gibson</i>	<i>Financial Services Manager, PBC</i>
<i>J. Stockton</i>	<i>Regeneration Manager, PBC</i>
<i>J. Eccles</i>	<i>Committee Administrator, PBC</i>

**Also in attendance**

<i>M. Nuttall</i>	<i>Property Director, Brookhouse Group</i>
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*(Apologies for absence were received from R. Bashir and P. Hartley.)*

**1. DECLARATIONS OF INTEREST**

Members were reminded of the requirement to declare any interest they had on any item of business on the agenda.

**2. MINUTES**

The minutes of the meeting held on 13<sup>th</sup> May, 2022 were submitted for approval. The funding and conditions recommended by the Board at that meeting for the Business Resilience and Growth, This is Nelson, and Advanced Digital Skills Academy projects had all been approved at the Council's Policy and Resources Committee on 26<sup>th</sup> May.

## **AGREED**

That the minutes of the meeting held on 13<sup>th</sup> May, 2022 be approved as a correct record and signed by the Chairman.

### **3. PROGRAMME UPDATE AND RISKS**

The Housing Health and Engineering Services Manager submitted an update on progress with the development of project business cases for each Town Deal project and the key risks. The report gave a status summary for each project. At Appendix 1 was a timetable showing the key phases of work and milestones. A programme and project level risk register was attached at Appendix 2.

Officers had met C. Schofield and members of the Central Team at CLGU to discuss the request for a 6 month extension to the submission of business cases for the Revitalised Nelson and Modernising Nelson's Industrial Potential projects. The CLGU's main concern was the impact this delay would have on the spend profile (linked to their payment schedule) and deliverability within the Towns Fund timescales. It had been agreed that officers would go back to CLGU in the next month or so with a further update and an idea of what the new funding profile for the project might look like.

Feasibility work was ongoing for a number of the target buildings in the Revitalised Nelson project including Trafalgar House and the Bankhouse Road site. Policy and Resources Committee in May had agreed initial steps to prepare a CPO for Pendle Rise. Discussions with the owner would continue whilst this work was undertaken.

The Programme Risk Register showed business cases for most projects were well-advanced which reduced a number of the risks. There remained risks from the delayed business cases for the Revitalised Nelson and Modernising Nelson's Industrial Potential projects. Match funding was not in place for all the projects. However, these risks could be managed through conditions being placed on projects and clear milestones being in place for receipt of funding. There were also cost inflation pressures, particularly for the Advanced Digital Skills Hub and Accessible Nelson projects.

The Board was due to consider the appraisal report of the Healthy Town project business case at the next meeting on 8<sup>th</sup> July. There was a request for Board Members to be able to receive a copy of the Strategic Leisure Review, which was due to complete this month, prior to that meeting. R. Rouse stressed that the report was at a very early stage of being drafted.

There had been some interest from companies who were sited close to, but outside of, the current boundary for the Town Deal and the Business Resilience and Growth grant scheme. The Council's Economic Development Team were looking at the boundary and grant eligibility criteria and would bring back their recommendations to the Board. It was noted that any flexibility/amendments relating to the boundary would need to be agreed by Policy and Resources Committee and Government.

In terms of programme monitoring and assurance, annual assurance statements were required to be submitted to Government from the Council's Section 151 officer as the Accountable Body and Chair of the Board, which had been prepared. The Council was also required to submit 6 monthly monitoring/progress reports to CLGU covering project progress (spend, outputs and outcomes) and risk. Quarterly project progress reports would be brought to the Board on projects that had gone live. The first progress report on the YES Hub would be brought to the August Board meeting.

**AGREED**

- (1) That the progress regarding business case development be noted.
- (2) That the key project and programme risks and mitigating actions be noted.
- (3) That the Strategic Leisure Review, when completed, be shared with Board Members at the earliest opportunity, if possible in time for them to read before the next Board meeting.

**4. DATE OF NEXT MEETING**

The next meeting was scheduled for Friday, 8<sup>th</sup> July at 10.00a.m.

A. Melton, said that this was her last meeting and asked for future invitations to meetings be sent to D. Rothwell as the interim Principal of Nelson and Colne College, following her retirement. On behalf of the Board, the Chairman thanked her for her valuable input at Board meetings, work on the Advanced Digital Skills Hub project and her ten years at Nelson and Colne College, and wished her well for the future.

**5. EXCLUSION OF THE PRESS AND PUBLIC**

**AGREED**

That in pursuance of the power contained in Section 100(A)(4) of the Local Government Act 1972 (as amended) the public and press be excluded from the meeting during consideration of the next item of business on the grounds that if a member of the public and press were present during consideration of the item, there would be disclosure to them of exempt information which was of a commercially sensitive nature.

**6. REVITALISED NELSON PROJECT**

M. Nuttall, Property Director, Brookhouse, Pendle's new joint venture business partner, introduced himself, his colleagues who would be involved in the project, and gave some background on the company's experience in the property business. He gave an update on the joint venture's involvement so far with the Pendle Rise scheme and the proposed next steps.

The Chairman welcomed the work that was being done to try to move this project forward, and stressed the importance of meeting the tight timescale to ensure Government funding criteria was met and secured. He said that the Board needed to be clear on timescales for both this and the other schemes in the project. He sought an assurance from the Council that they would be able to step in should there be a delay on any guaranteed funding from CLGU, to ensure there were no unnecessary hold-ups to progress. The Council's Financial Services Manager confirmed that the Council would work with the Board to move progress. Board Members then gave their views on the acquisition process and other aspects of the scheme.

**AGREED**

That the Board receive written reports to the next meeting on:

(Nelson Town Deal Board 10.06.2022)

- Timescales for CPO, business case development and delivery milestones for sites and buildings within the Revitalised Nelson project, with input from the Council's JV partners on relevant schemes.
- An update on the Modernising Nelson's Industrial Offer project and emerging proposals for the reallocation of funding.

Chairman \_\_\_\_\_