



MEETING OF TOWN DEAL BOARD

Date:	Friday, 1 March 2024	
Time:	13:30 – 15:30	
Location:	Glass Futures, Board Room, St. Helens Linkway, St. Helens, WA9 5DT	
Invitees		
Name	Role	Organisation
Board Members		
Councillor David Baines	Deputy Chair and Leader of the Council	St Helens Borough Council
Daniel Bimpson	Investment Manager	Liverpool City Region Combined Authority
Steve Coffey	Chief Executive	Torus
Lance Flor	Director	LLPT Foods Ltd
Cath Fogarty	Executive Director, Corporate Services	St Helens Borough Council
Jennifer Greenan	Director	E-Verve Energy Ltd
Justin Hill	Chief Executive	YMCA
Councillor John Hodgkinson	Member Champion for Business	St Helens Borough Council
Richard Katz	Chief Executive	Glass Futures
Tracy Mawson	Chief Executive	St Helens Chamber
Councillor Richard McCauley	Cabinet Member for Regeneration and Planning	St Helens Borough Council
Conor McGinn	MP	Member of Parliament, St Helens North
Kath O'Dwyer	Chief Executive	St Helens Borough Council
Marie Rimmer	MP	Member of Parliament, St Helens South and Whiston
Gill Smith	Regional Director	AtkinsRealis
John Tabern	Project Director	Cannington Shaw Preservation Trust CIC
Rachel Yeates	Engineering Project Controller	MBDA
Local Authority Representatives		
Lisa Harris	Executive Director, Place Services	St Helens Borough Council
Sean Traynor	Director of Strategic Growth	St Helens Borough Council
Mary Jefferson	Head of Regeneration and Growth	St Helens Borough Council
Robert Gatensbury	Programme Lead	St Helens Borough Council
Jon Ridgeon	Head of Financial Management	St Helens Borough Council
Sarah Platt	Head of School Effectiveness & Improvement	St Helens Borough Council
Rachael Buckley	Partnerships Officer	St Helens Borough Council
David Saville	Programme Lead	St Helens Borough Council
Dean McGauley	Project Officer	St Helens Borough Council


Donna Wilby	Finance Business Partner - Regeneration	St Helens Borough Council
Project Sponsors		
Max Bentham	Town Centre Living and Regeneration	English Cities Fund
Mark Palethorpe	Healthy Communities: Health Innovation Hub	St Helens Borough Council
Pete Frost	St Helens Heritage World	The World of Glass
Walter Coxon	Glass Futures 2	SINA Medical Glass
Vicky Willett	Digital Infrastructure	St Helens Borough Council
Daniel Bimpson	Connected Places	Liverpool City Region Combined Authority
John Tabern	Cannington Shaw No.7 Bottle Shop	Cannington Shaw Preservation Trust CIC
Justin Hill	Healthy Communities: Youth Hub	YMCA
Observers		
Callum Heaps	Callum Heaps	Department for Business and Trade (formerly BEIS)
Ste Tant	Ste Tant	Department for Business and Trade (formerly BEIS)
Chris Founds	Chris Founds	CJ Founds Associates
Iain Taylor	Iain Taylor	IMT Consulting
Apologies Received		
Lisa Harris	Executive Director, Place Services	St Helens Borough Council
Sean Traynor	Director of Strategic Growth	St Helens Borough Council
Daniel Bimpson	Connected Places	Liverpool City Region Combined Authority

AGENDA

Item	Title	Lead
1.	Welcome and Apologies	CHAIR
2.	Declarations of Interest	CHAIR
3.	Minutes of the Last Meeting	CHAIR
4.	Matters Arising and Action Log	RG
5.	Minutes of Town Deal Steering Group – 16 February 2024	RG
6.	Healthy Communities Health Innovation Hub Business Case	MP
7.	Town Deal Finance Report	DW
8.	Project Highlight Reports Ai Sina Medical Glass (Glass Futures 2) - Walter Coxon Aii Cannington Shaw No. 7 Bottle Shop – John Tabern B Town Centre Living and Regeneration – Cllr McCauley C The World of Glass – Pete Frost Di Youth Facility – Justin Hill Dii Health Innovation Hub – Mark Palethorpe E Connected Places – David Saville F Digital Infrastructure – Vicky Willett	SRO and Project Leads
9.	Any Other Business Verbal update on recruitment process for a new Town Deal Chair	ALL RG
10.	Date of Next Meeting – 24 May 2024	RG

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ITEM 3

 <p>ST HELENS BOROUGH COUNCIL</p>	<h2>Minutes of St Helens Town Deal Board</h2> <p>13:30 – 15:00, Friday 8 December 2023 Board Room 10, Town Hall</p>
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Board Members in Attendance:

Councillor David Baines – Deputy Chair, Leader of St Helens Borough Council
Daniel Bimpson - Investment Manager, Liverpool City Region Combined Authority
Jennifer Greenan – Director, E-Verve Energy
Justin Hill - Chief Executive, YMCA St Helens
Councillor John Hodgkinson - Member Champion for Local Business, St Helens Borough Council
Tracy Mawson - Chief Executive, St Helens Chamber
Councillor Richard McCauley - Cabinet Member Regeneration & Planning, St Helens Borough Council
Conor McGinn - Member of Parliament, St Helens North
Marie Rimmer - Member of Parliament, St Helens South and Whiston
Gill Smith – Regional Director and Project Management Service Lead, AtkinsRealis
Rachel Yeates – Engineering Project Controller, MBDA

Project Sponsors:

David Saville - Connected Places
Pete Frost - The World of Glass
Justin Hill - Youth Facility
Chris Founds – Digital Infrastructure
Wayne Longshaw - Health Innovation Hub
Iain Taylor – Glass Futures 2 (SINA Medical Glass)

Observers:

Callum Heaps - Cities and Growth Unit, BEIS (Business, Enterprise, Industry and Skills)
Stephen Tant - Cities and Growth Unit, BEIS (Business, Enterprise, Industry and Skills)

Local Authority Representation:

Lisa Harris - Executive Director of Place Services, St Helens Borough Council
Mary Jefferson - Head of Regeneration & Growth, St Helens Borough Council
Robert Gatensbury - Programme Lead, St Helens Borough Council
Rachael Buckley - Partnerships Officer, St Helens Borough Council
Dean McCauley - Project Officer, St Helens Borough Council
Donna Wilby – Finance Business Partner - Regeneration, St Helens Borough Council

1. WELCOME – CHAIR

The Deputy Chair welcomed attendees to the meeting including the new Board Members, Jennifer Greenan, Rachel Yeates and Gill Smith.

1a. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Board Members

Steve Coffey - Chief Executive, Torus

Cath Fogarty - Executive Director Corporate Services, St Helens Borough Council

Lance Flor – Director, LLPT Foods Limited

Richard Katz - Chief Executive, Glass Futures

Kath O'Dwyer - Chief Executive, St Helens Borough Council

John Tabern – Founder & CEO, The Standing Tall Foundation

Project Sponsors

Max Bentham - Town Centre Living & Regeneration

Vicky Willett - Digital Infrastructure

Mark Palethorpe – Health Innovation Hub

Local Authority Representatives

Sean Traynor - Director of Strategic Growth, St Helens Borough Council

2. DECLARATIONS OF INTEREST

The following attendees declared conflicts of interest:

John Hodgkinson - Cannington Shaw

Marie Rimmer - The World of Glass

Tracy Mawson - The World of Glass and Health Innovation Hub

Councillor Richard McCauley - Town Centre Living & Regeneration

Gill Smith – The Gamble Building

3. MINUTES OF THE LAST MEETING (29 September 2023)

Previous minutes were agreed as an accurate record of the meeting.

4. MATTERS ARISING

Robert Gatensbury informed the group that actions from the previous meeting had been addressed, although the Social Value Plan from Vinci was yet to be circulated and this would be actioned as soon as it was available.

ACTION: RG to circulate Social Value Plan from Vinci to Board members

5. MINUTES OF THE TOWN DEAL STEERING GROUP – 24 November 2023

Robert Gatensbury reminded the Board as to the purpose of the Steering Group and that including this item within the Town Deal Board agenda was now part of the standard reporting to update the Board members on discussions held at the Steering Group.

Robert Gatensbury stated that satisfactory progress is being made with the Town Deal Projects.

DECISION: Minutes of the meeting were accepted as a true record.

6. RECRUITMENT OF TOWN DEAL CHAIR

Robert Gatensbury noted the stepping down of the previous Chair, John Tabern, and the need to recruit a new Chair to the Board in line with both the Department for Levelling Up Homes and Communities (DLUHC) regulations and the Town Deal Terms of Reference.

The previous success of recruiting new Board members in the Summer was noted, which generated significant interest from local people, and a similar process would be followed in the recruitment of a new Chair.

Whilst the Council as Lead Authority has the responsibility to identify and nominate a new Chair via an open advertisement, the nomination would then return to Board for endorsement. Taking into consideration the process and timescale involved, an advert is due to go live across various channels within the next couple of weeks, with shortlisting targeted for January, interviews in February and results returning to Board members in late February for consideration. A formal nomination from Board members at the next Board meeting on 1 March 2024 will follow.

The Deputy Chair asked who would be involved in shortlisting for this and who was involved in the previous round of shortlisting for new Board members in the summer. Robert Gatensbury clarified that Place Services took the lead on this, with Sean Traynor and Lisa Harris shortlisting and together with the Chair of the Board they interviewed candidates. The Deputy Chair requested that a nominated Board Member be involved in the recruitment of the new Chair, requesting the assistance of Councillor Richard McCauley going forward.

DECISION: Board appointed Cllr McCauley as the representative to lead the recruitment of the new Chair.

7. TOWN DEAL FINANCE REPORT

Donna Wilby summarised the finance position, spend to date and forecast to the Board as detailed in the agenda pack. A table, which was requested at the previous meeting, detailing the full investment coming into the Borough and all the match funding from various parties/organisations was provided. This highlighted the total investment that has been attracted to the Town is £229 million.

DECISION: Report was Noted.

8. TOWN DEAL PERFORMANCE REPORT

Robert Gatensbury explained that this agenda item has been shared with Board members in correspondence and the majority of Board Members agreed to the submission of the report by the required DLUHC deadline of 4 December 2023. This report covered the 6-month period from April to September 2023.

DECISION: Note the agreement to submit the Performance Reporting Template at Appendix 1 for the reporting period 1 April 2023 to 30 September 2023 to Government on 4 December 2023.

9. PROJECT HIGHLIGHT REPORTS

The Deputy Chair highlighted the updated projects included in the agenda pack and asked the Board if they had any questions on the projects by exception.

SINA MEDICAL GLASS

Iain Taylor noted the project was at a very "critical" point with various elements running in parallel to secure the unconditional investment for SINA to commence the fit out of the new medical glass facility from 1 February 2024. Change of Use planning consent is close to being secured. The lease has been agreed with SINA and this is now with the superior landlord for approval pursuant

to an Agreement for Lease on 1 February 2024. The Grant Funding Agreement is being finalised and is subject to an updated subsidy control assessment. Iain Taylor highlighted the risk section of the report and provided assurance that this investment was on track to be successfully delivered. The next stage involves engagement with suppliers for the building refurbishment works and employment recruitment.

The Deputy Chair commented on the importance of the project to the Borough.

DECISION: Report was Noted.

CANNINGTON SHAW

Councillor John Hodkinson provided an update on the project to date, noting that National Lottery Heritage Funding had been received and the site partially cleared of weed growth, which presents an opportunity to see the size and scale of the building.

Robert Gatensbury informed the group he held an assurance meeting with John Tabern and highlighted that a key outstanding issue was access to the common land to the north of the monument to provide a site compound and the Heritage Skills Academy. A meeting with landowners to discuss this, has been arranged to resolve the issues prior to contractors being on site.

Marie Rimmer MP asked if the main problem was getting the landowners together or whether there are other issues with securing the land. Robert Gatensbury clarified that it was more of a timing issue, it was categorized as a 'Red Risk' as access to the site is paramount to ensure progress.

DECISION: Report was Noted.

TOWN CENTRE LIVING AND REGENERATION

Councillor Richard McCauley provided the Board with an update on the positive progress on the project, detailing that the reserved matters planning application submitted on the 29 November 2023 and the finalisation of RIBA Stage 4 targeted for completion in January 2024. There are a couple of outstanding leases to be settled in the Hardshaw Centre, although with the CPO in place no particular issues are foreseen, it is hoped that demolition will begin in the second half of 2024.

DECISION: Report was Noted.

HERITAGE WORLD

Pete Frost summarised the key movements on the project, with the snagging list now complete. The World of Glass are in talks with the Glass Arts Society over potential to host the 2026 International Festival of Glass, with a decision to be made in January 2024. On Monday evening, the British Fashion Awards took place at the Royal Albert Hall, The World of Glass had manufactured the awards themselves. A camera crew filmed the making of the awards on site, and this was shown at the event. The World of Glass received recognition at the event and in the brochure with fantastic feedback received as a result.

Marie Rimmer, MP congratulated Pete and the team on this fantastic project and encouraged everyone to visit the attraction. Justin Hill reiterated these comments.

Conor McGinn, MP asked if there had been any analysis on the number of visitors and if this had led to an increase in revenue because of the project. Pete Frost noted that whilst customers numbers had increased sadly their spend has not yet matched forecast. More work is needed to convert increased visitor numbers into actual spend.

Conor McGinn, MP asked if there was a sense that the upturn in numbers was due to locals coming to have a look and not feeling the need to spend money. Pete Frost agreed that this was part of the problem, but it had highlighted simple ways in which to make minor changes to

generate income. the World of Glass are looking to introduce a new programme of glass blowing demonstrations to highlight different techniques and a new team has been brought into the café to increase revenue. Whilst the attraction is free, and will remain so, the team are looking at ways to attract and publicise increased spend as well as donation points.

DECISION: Report was Noted.

YOUTH FACILITY

Justin Hill updated the Board members on progress since the last meeting, with a successful Youth Strategy meeting taking place on 5 December 2023 that set out the parameters for a Steering Group. An independent Chair is currently being sought whilst being mindful of requiring Local Authority Leadership to remain compliant with Statutory Guidance. Ideas were set out to engage with the wider youth to ensure that the Strategy is very inclusive.

Drawings for RIBA Stage 2 plans are being developed by AtkinsRealis and consultation with young people will follow now that there is more detail to show. Justin Hill stated that before this takes place, we will need to be clear about what is it we are offering young people and how it sits in the wider concept of the St Helens “Living Room” within the Gamble building.

DECISION: Report was Noted.

HEALTHY COMMUNITIES

Wayne Longshaw updated the Board on the progress to secure the former Clickworks building Hardshaw Street. as the site for the Youth Skills Academy. The project team have also recruited a dedicated Project Manager to assist further with the project.

The Board had previously approved the funding for required marketing exercise to help inform the Business Connect element of the project. This is currently being commissioned by the Chamber of Commerce.

Key risks were highlighted, which include revenue funding for the Skills Academy. Wayne Longshaw confirmed that revenue is being provided by the NHS (budget of £330,000 for two years).

Councillor Richard McCauley asked if the collaboration agreements had been agreed. Wayne Longshaw confirmed that they had not as this was still being worked on between various multi-partnership agencies such as the NHS, commissioning departments, colleges, the Chamber, and the Local Authority. The document is currently in draft and should be in final form by January 2024.

Councillor Richard McCauley queried the approval process for the acquisition of the Clickworks building £400,000. As Accountable Body the Council needs to be assured that there would not be future liabilities. Wayne Longshaw clarified that this would also be subject to a Delegated Executive Decision and Town Deal Board approval (Cabinet approval not required due to it being below the £500K threshold). The Project Team was liaising with the Council’s Property team to mitigate risks.

Robert Gatensbury provided clarity on this matter, advising that several assurance questions are required to be addressed as part of the delegated approval process. This covers the liabilities and risks that come with purchasing the former Clickworks property and the longer-term financial impacts to the Council, to ensure this does not become a financial burden.

Wayne Longshaw explained there was a real need for this project as the need analysis had identified a significant workforce gap with increasing future need. The project will be vital to encourage people to come into healthcare, getting them workforce ready and continually upskilling them. Whilst it is a large multi-faceted project, it will provide substantial benefits for residents and the wider economy.

Robert Gatensbury drew the Board's attention to Section 10 of the highlight report at page 64, where the Board are asked to agree the acquisition of former Clickworks premises.

DECISION: Agreed the acquisition and fit-out by St Helens Borough Council of the former Clickworks unit, 4-6 Hardshaw Street, as the accommodation for the Health and Care Skills Academy.

CONNECTED PLACES

David Saville updated the Board on the successful CPO in August 2023 for the land required for the delivery of the Transport hub and the ongoing associated tasks. Current actions include drafting the Heads of Terms between St Helens Borough Council and Merseytravel and the identification of the preferred location for the temporary bus station.

ECF have entered a contract with Vinci Construction Ltd who are in the process of securing costings from their various contractors.

David Saville reminded the Board of the various key components of this project i.e. bus station, temporary bus station, the link between the new bus station and the rail station, Parking Strategy, and Movement Strategy and active travel enhancements at Peasley Cross Roundabout.

Marie Rimmer, MP asked for clarity on the active travel scheme at Peasley Cross Roundabout. David Saville advised that this was part of the original remit on the Connected Places project, to address the issues presented by the town's 'Concrete Collar' to help residents on the periphery of the town centre to make sustainable travel choices to access the town. The funding for this element is part of the match funding for the programme secured via Active Travel Tranche 3.

Marie Rimmer, MP sought clarification on the location David Saville clarified that the Peasley Cross Roundabout is located at the junction of Parr Street, Peasley Cross Lane and Linkway West (close to Kwik fit). David Saville further advised that to reduce the impact to motorists and other road users during the construction phase, it was sensible and cost effective that the project is delivered as part of the town centre package.

Marie Rimmer, MP, and other board members noted that this location was considered Fingerpost rather than Peasley Cross. Councillor Richard McCauley suggested clarification of the location by means of a map as many local people do not consider this area to be in Peasley Cross.

Conor McGinn, MP asked if this was part of the wider Town Deal project and part of the wider active travel works taking place around the East Lancashire Road. David Saville confirmed the former and it was important to minimise impact to businesses when completing the works, ensuring economies of scale, and operating a dig once strategy where possible. The proposals for the East Lancashire Road form part of the wider adopted St Helens Borough Local Cycling and Walking Infrastructure Plan.

Councillor Richard McCauley asked if this was another CYCLOPS scheme. David Saville confirmed that it was not. Designs will be shared with the Board when the communications pack is finalised.

Whilst lots of positive progress has been made to date on this large and complex multi-faceted Town Deal project, there have been some delays relating to VINCI onboarding and the approval of the Gateway 3 Review which was submitted to the Combined Authority on 31 July 2023 officers have escalated this matter due to the impact of the delay.

Tracy Mawson asked for clarity on VINCI's commitment to Social Value, procurement, and employment, wanting to ensure (as they are the same contractor for the Town Centre Regeneration & Living development) that their commitments to each project are separate and there is a mechanism for measurement. In addition, Tracy Mawson highlighted that the Board has no Social Value Strategy. David Saville informed the Board that there are KPI's to ensure

delivery of social values. Tracy Mawson noted that this was reassuring but some future reporting on this issue would be useful.

Conor McGinn, MP questioned if the dates in Section 5 of the report need to be amended to reflect the discussion. David Saville confirmed that the dates still stand to allow flexibility due to seasonal term dates.

Conor McGinn, MP noted how pleased he was to see early communication with residents listed under point 4 of the report and emphasised the importance of early communication with residents on significant developments such as this, as well as the possible disruption this will cause. This will prevent surprise and shock from residents and allows those in civic and public facing roles to deal with questions positively. David Saville informed the Board of the two-part consultation was planned for February 2024 that would include general logistics of delivery, bus station, car parking and bus routes, followed by a second stage engagement later in the Summer of 2024.

The Deputy Chair asked if the bus station and Phase 1a work was still on track. Lisa Harris explained to the Board that the bus station was an integral part of the town centre as is the Town Centre Living & Regeneration project which, whilst funded separately under Towns Fund, are one project in delivery terms. Although the bus station component is slightly behind the other elements of the Phase 1a project, simply due to when funding award mechanisms CRSTS (City Region Sustainable Transport Settlement) funding stream via the LCRCA rather than direct Council funding) there is the need to ensure Phase 1a is delivered at the same time as the bus station. Lisa Harris provided assurance that ECF are managing both parts of this complex programme of construction activity.

The Deputy Chair referred to Section 5 of the highlight report (which outlined that the bus station would commence in August 2024) and asked if this would be pushed back to Autumn if planning is not confirmed. Lisa Harris confirmed that outline planning permission had been approved and this was the finer detail that required approval at the Reserved Matters stage.

The Deputy Chair reiterated the comments of Conor McGinn, MP in relation to engagement with the public and residents. Lisa Harris noted the success with public engagement on other transport related projects that had set a clear pattern for engagement that works well.

DECISION: Board asked that designs for changes to Peasley Cross Roundabout be shared in advance of being publicly available.

DIGITAL CONNECTIVITY

Chris Founds introduced himself to the Board and updated Members on the latest progress with the onboarding of the STAR procurement team, who will carry out the transactional functions when the projects tender goes out early in the new year.

The specifications and 15-year contract are under development and work with dependencies such as CityFibre are being communicated. The contract model is currently under consideration, the preference is likely to be a chosen supplier will connect the town centre business and provide the ability to connect to some of the future sites.

A slight change to the highlight report is that a paper will be taken to Cabinet in February 2024 as the Council are developing and delivering the project rather than relying on a supplier-led model.

CJ Founds are due to meet with the Chamber to develop a user group early in the New Year to begin socialising what the digital network will bring to businesses and the wider community. Whilst the project is behind by a month or two on the procurement process, this time will be won back depending on the required decision-making process.

Tracy Mawson raised her concerns that whilst the project looks good, there is a feeling that the project has 'build it and they will come' feel, but to make the best use of this, some responsibility must be taken to actively secure revenue funding to increase take-up activity and maximise potential. In response, Chris Founds noted that DSIT (Department for Science, Innovation and Technology) and BBUK, the Government departments responsible for Digital, have a variety of schemes such as Rural Vouchers and Urban Vouchers. Urban Vouchers is an emerging area of work, with the LCRCA making a pitch to BBUK to pilot the Urban Voucher scheme. As a town centre, St Helens could be that pilot location. The hope is that the supplier will bring its own investment given we are looking at a 15-year deal that brings lower broadband tariffs for the same product than elsewhere.

Councillor Richard McCauley asked what extra benefit the town will receive from CityFibre and agreed with Tracy Mawson, reiterating the importance of selling ourselves as a town to live and invest. Chris Founds confirmed that CityFibre will provide what the end customer requires. The difference between general suppliers and the supplier we wish to procure, will be that our network will be 'Open Access' with a minimum gigabit capability. This will mean any supplier can use our network and this in turn help to stimulate the supply chain to drive competition.

This project is connecting into LCR (Liverpool City Region) Connect, which is near completion, and this will generate some excellent PR opportunities for St Helens early in the new year.

Conor McGinn, MP asked where the ownership of this sit when it is complete. Chris Founds confirmed the infrastructure will be owned by the supplier with the Council retaining a 'Right of Use' allowing them to run services over that network. The supplier will have the responsibility for, building, operating, maintaining and commercialise it. Conor McGinn, MP asked if this project could generate preferential rates for local businesses with this and Chris Founds confirmed that whilst this could be the case, it needed to be ensuring full consideration of subsidy control as well as ensuring there is no distortion of the market.

DECISION: Report was Noted.

10. ANY OTHER BUSINESS

Lisa Harris updated the Board on the UKSPF (UK Shared Prosperity Funding) funding stream from the Liverpool City Region, which focuses on communities and community businesses. Residents have been encouraged to bid the closing date is 15 December 2023. Board members were asked to promote this opportunity.

Robert Gatensbury informed the Board that some Programme Assurance Training will be taking place in the New Year, and it would be a good opportunity to remind members of the DLUHC paperwork, guidance, and regulations and the processes around procurement, fraud risk, subsidy control and conflict of interest.

11. DATE OF NEXT MEETING

This was noted as 1.30pm - 3.30pm on 1 March 2024, Town Hall, Board Room 10.

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ITEM 4

Matters Arising Action Log

ITEM NO. & TITLE	ACTION	LEAD	STATUS	COMMENT
4. Matters arising	RG to circulate Social Value Plan from Vinci to Town Deal Board members.	RG	Complete	Robert Gatensbury informed the group that actions from the previous meeting had been addressed, although the Social Value Plan from Vinci was yet to be circulated and this would be actioned as soon as it was available.
9. Project Highlight Reports – Connected Places	Board asked that designs for changes to Peasley Cross Roundabout be shared in advance of being publicly available.	DS	In Progress	Council working in partnership with ECF (Influential) and Merseytravel Comms Team.

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ITEM 5

 ST HELENS <small>BOROUGH COUNCIL</small>		Town Deal Steering Group	
Date: Friday, 16 Feb 24	Time: 14:00–16:00	Location: Dream Room, St Helens Town Hall	
Invited Attendees:			
PROJECT MANAGERS OR SPONSORS			
John Tabern	Cannington Shaw		
Max Bentham	Town Centre Living and Regeneration		
Chris Bishop	Town Centre Living and Regeneration		
Pete Frost	The World of Glass		
Robert Gatensbury* (in lieu of a PM)	Youth Facility		
Wayne Longshaw	Health Innovation Hub		
Carys Kinsella	Health Innovation Hub		
David Saville	Connected Places		
Steven Sharples	Digital Infrastructure		
Chris Founds	Digital Infrastructure		
Iain Taylor	SINA, Glass Futures 2		
Walter Coxon	SINA, Glass Futures 2		
LOCAL AUTHORITY REPRESENTATIVES			
Sean Traynor	Director of Strategic Growth		
Mary Jefferson	Head of Regeneration & Growth		
Sarah Platt	Head of School Effectiveness & Improvement		
Vicky Willett	Director Policy & Transformation		
Donna Wilby	Finance Business Partner, Regeneration		
Rachael Buckley	Partnership Officer		
Dean McGauley	Project Officer		
APOLOGIES RECEIVED			
Sean Traynor	Director of Strategic Growth		
Vicky Willett	Director Policy & Transformation		
Steven Sharples	Digital Infrastructure		
Rachael Buckley	Partnership Officer		
Chris Bishop	Town Centre Living and Regeneration		
Walter Coxon	SINA, Glass Futures 2		
Pete Frost	The World of Glass		

1. WELCOME AND INTRODUCTIONS

MJ welcomed everyone to the meeting and advised that she would be chairing Steering Group in ST's absence. New member Carys Kinsella was welcomed, and introductions were made.

1(a). APOLOGIES FOR ABSENCE

Apologies for absence were received from Sean Traynor, Vicky Willett, Steven Sharples, Rachael Buckley, Chris Bishop, Walter Coxon and Pete Frost.

2. TOWN DEAL FINANCE UPDATE

DW provided a finance update, requesting feedback and updates whilst reminding the group of the need for accuracy of the reports. The group was reminded of the importance of raising any issues or amendments between the TD (Town Deal) Steering Group and TD Board.

DW reminded the group that another performance review to DLUHC (Department for Levelling up, Housing and Communities) will be required in March 2024.

It was requested that the Steering Group review the Forecast Expenditure Table and Breakdown of Programme Management/Project Capacity Funding Expenditure Table. DW reminded the group that this is another chance to refresh the forecasts and make any changes that are needed.

MJ and RG informed the group that guidance on governance is issued by DLUHC to show the Town Deal Board responsibilities and that governance checks that will be made in relation to finance.

RG informed the group that St Helens Borough Council have received a LUF Assurance Framework and Assurance Letter that requires the signature of the Council's Director of Finance (as Section 151 Officer) and that the GDP Team are currently working on this (submission due before the end of February). RG commented that this was discussed at training recently provided by the Council to Board Members.

Digital Infrastructure project – Discussion took place on the legal fees to support the procurement contract and a further review needed to confirm any capital/ revenue split.

Cannington Shaw project - To formalise the use of the full £33,000 to support the District Heat Network feasibility study, with only £25,750 required as match funding. Board approval will be sought to retain the balance for project support.

ACTION: JT and DW to add the above to the finance paper for the Board to agree to still utilise the £33,000 for this element, and to arrange for the funds to remain within the Council, which is an amendment to the Grant Funding Agreement with the Trust.

ACTION: Health Innovation Hub – CK to fill in a capacity funding request template and to add a note to request approval of capacity funding from the allocation set aside for this project for the business case refresh with Amion at £2,125.

ACTION: All Project Managers to check and review forecasts and feedback on accuracy to ensure the next report on performance to DLUHC is accurate (which will be reported as at the end of March 2024).

ACTION: DM and DW to discuss the transfer between capital and revenue for SINA Project.

3. HIGHLIGHT REPORTS AND UPDATES

Project Ai: SINA Medical Glass (Glass Futures 2) – Medical Glass Manufacturing and Innovation Centre

IT reported that JK Phillips (JKP) handed over keys to St Helens Borough Council on 8 February 2024. There is now vacant possession of the property meaning that that milestone is complete. Dialogue is ongoing with SINA to give them early access for scoping out their activity programme for when the lease is in place to enable them to commence work. Operations Director has now been appointed with Kirk Bell running the project from a facilities standpoint.

Lease extension agreed and lease signed and exchanged. IT reported that there has been a slight delay with lease commencement due to administrative completion issues e.g. formal JR conclusion and execution timescales. Lease agreed and commencement from 1 March is now unachievable, but SINA has agreed to pay as if they are in from the date of JKP leaving. 24/7

security firm has been appointed to protect asset while it is empty. IT advised that SINA have visited Italy to view three manufacturing equipment suppliers.
The Grant Funding Agreement was signed and completed on 17 January 2024.

DW asked for clarity on lease costs with the transition from JKP and SINA, and any risk for the Council. Iain Taylor confirmed JKP liable to 8 Feb and SINA picked this up from 9 Feb (at risk). The Council will need to initially pay some costs but expecting to be able to recharge onto SINA.

ACTION: IT and DW to revise Section 10 of highlight report.

Project Aii: Cannington Shaw Bottle Shop No. 7

JT reported that he is awaiting determination on the Cannington Shaw planning application. There were some objections that have been worked through and a decision on the application is expected in the next week or two.

JT commented that work has commenced on the National Lottery funded elements of the Heritage Skills Academy.

JT informed the group that a local interim agreement with Tesco has been successful regarding access to the Cannington Shaw Site.

JT commented on his concerns around the lack of progress with the northern compound issue, which has been included in the Highlight Report Risk Register. This issue is crucial to the progress of the project and work cannot commence until the issue is resolved. A resolution to this is being sought via Network Space and the other site stakeholders; however, again progress is extremely slow, and this item is now considered a major threat to the project. MJ asked if there were options for a lease and JT confirmed support is being provided by colleagues at the Council which he hoped would assist resolution.

JT also updated the group on progress of the District Heat Network feasibility project and vegetation clearance, all of which is detailed in the Highlight Report. MJ asked JT if issuing of tender documentation needs amending from February 24 to March – JT confirmed it did need to be amended.

ACTION: JT agreed to refresh the timelines in the report.

Project B: Town Centre Living and Regeneration

MB updated members of the group on key points from the highlight report. General Vesting Declarations are being served in line with the programme - waiting for final acquisitions on vacant possession of One Below and Heron Foods. Heads of Terms with Heron Foods drafted and discussions about permanent relocation as part of phase 1 scheme are continuing. MB gave an update on finance and agreed to share costs plan with DW.

ACTION: MB to share Town Centre Living and Regeneration costs plan with DW.

MB talked through the key risks including potential delay in vacant possession.

RG informed MB that he had received a query about digital freestanding advertising boards and licensing.

ACTION: RG to send details to MB about freestanding advertising boards the Council are holding.

ACTION: Section 7 - MB to close or update risk about relocation options.

DW – Project may require updated Business Case for the scheme as the outputs may have changed. Financial variances – £69.2m Council funding but other funding needs to be clearly set out and correctly recorded on the highlight report.

ACTION: MB to add any additional costs.

Project C: Heritage World - The World of Glass

No representative to talk through the report. Discussion took place around the outputs identified in the highlight report and how outputs were being measured and evidenced.

ACTION: DM to agree with representative to remove and update any sections of the highlight report that does not fall within scope and timeframe of the project.

ACTION: DM to request exact figures from TWOG in relation to outputs (currently only high level figures provided).

Project Di: Healthy Communities - Youth Hub

RG gave an update on the aim of the project, which is to use the Gamble Building as part of broader plans to provide a new creative and learning hub. The building will ultimately have a new build extension, café, and facilities for young people.

RG reported that through the consultant team, work is in progress to develop a revised client brief and to reflect the potential options for The Gamble project in response to the updated requirements. The designs being progressed will provide youth facilities in line with Town Deal funding requirements, alongside library, archive, and other uses. The design team have developed an outline and phased cost plan for the project, and an outline programme.

Alongside the design development activities, the consultant team has met with Justin Hill of the YMCA to update him on project development and to start to define the Youth Hub brief in more detail.

Project Dii: Healthy Communities - Health Innovation Hub

CK gave an overview of the project and informed the group that the purchase of property on Hardshaw Street (former Clickworks building) is complete. CK informed the group that the project team is now in a position to look at capital costs and associated works.

CK commented that six established work streams have been developed and there is a focus on planning of the Skills Academy and defining a business model. A key activity for the next quarter is planning for a recruitment event on 20 April 2024. The group is working with partners to identify vacancies (entry-level, clinical/non-clinical support roles) that will be promoted and recruited to on the day. The event will provide an opportunity to pilot a streamlined recruitment process, which will be further developed through the Skills Academy, via the simplification of recruitment and assessment processes workstream.

The Business Connect element of the project is in the process of undertaking market research with up to 100 businesses to identify what they need in terms of support and to give insight into what needs to be provided through the innovation hub. Procurement planning has commenced in relation to the build and architecture.

CK informed the group that the Business Case needs to be refreshed due to changes in match funding from St Helens Chamber and St Helens College. However, there is a requirement to secure additional information on the revised model to allow the Business Case to be refreshed. This additional information is being secured promptly.

ACTION: DM to send template to CK for an updated report to the Board.

Project E: Connected Places

DS informed the group that the pre-construction contract is signed and complete. General vesting declarations have been served.

DS gave an update on the plan to ensure enabling works in relation to trees on the temporary bus station site on Chalon Way West were able to commence promptly due to a narrow window to be able to carry out these works.

ACTION: DS to provide update on temporary bus station permitted development status in the highlight report for the Board. Mitigation plan, communications pack and visuals will be shared.

MJ commented that the key issues and challenges section of the highlight report states there are none, but the LCRCA issue and enabling works relating to trees and how this will be communicated need to be included in this section.

ACTION: DS to update key issues and challenges section of highlight report accordingly.

ACTION: DS and DW to pick up finance section and address queries made in relation to changes in scope and introduction of a cost management function to check works against costs as they progress on-site.

Project F: Digital Infrastructure

CF informed the group that that due to internal resource pressures, additional external legal support is required for the project. Freeths are currently being onboarded to the project to supply this additional support to assist with both the production of the contract and subsidy control note. Freeths are specialists in providing legal advice to the digital sector.

Procurement – CF stated that the intention to launch the tender at end of March 24. DS and others have been preparing the required Cabinet Report to enable subsequent appointment of a supplier. This is due to be presented to Cabinet on 28 February.

Webpage is live and can now be shared with the group.

ACTION: DM to share webpage link with Steering Group.

Stakeholder engagement continues in line with Communications Plan. The project will now sit within a wider 'Digital Communications Campaign' for the whole of the Council including the webpage and social media campaigns.

Business engagement continued with a Business Breakfast held on 18 January 2024 in collaboration with St Helens Business Chamber. Further pre-market warm-up will continue to be progressed during February 2024.

The Digital Project Team have engaged with all other Town Deal project leads in capturing their digital requirements to support their own successful project outcomes. This information has been built into the Digital Project's tender specification documents.

DS commented that it may be timely to review the Business Case, specifically noting the need for a light touch refresh on the economic model. CJF noted they would take this forward but there may be a need for some support on the economic model aspect.

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1. Purpose of the Report

- 1.1 To update the Board on changes made to the original Business Case for the Health and Care Innovation Hub and advise of progress to date.

2. Recommendations for Decision

Board is recommended to:

- 1) **Note the changes to the project.**
- 2) **Note that a resultant refreshed Business Case will be presented to the May meeting of the Town Deal Board.**
- 3) **Approve expenditure associated with commissioning of professional services to refresh the Business Case.**

3. Background

- 3.1 The originally approved Business Case for the Health & Care Innovation Hub was based upon an analysis of long-list options that were scored against Critical Success Factors. A detailed assessment process identified the proposal of a Skills Academy at St Helens College and Business Connect at St Helens Chamber (Option 2) as the preferred option to pursue. It was agreed that this option provided a holistic, coherent solution to meet all the public sector objectives in an achievable approach within the Town Deal funding envelope and timescales.
- 3.2 Following the submission of the Business Case in November 2022, which was duly approved, it transpired during the development phase for Option 2 that the costs associated with the build required to house the Skills Academy at St Helens College exceeded the funding envelope allocated. As a result, an alternative option was sought.
- 3.3 The project stakeholders engaged with the Council to find suitable alternative accommodation in the town centre and a number of buildings were considered. The Council identified a vacant building (Clickworks) that was available for purchase from St Helens Chamber. It was agreed, subject to a programme of full refurbishment, that this property would provide suitable accommodation for the Skills Academy. The costs associated with the purchase of the building and its refurbishment were considered to be a more cost-effective option that would still achieve the required objectives set out in the original Business Case.
- 3.4 In light of these changes to the original Business Case, the project funding outlined therein needs to be reviewed and updated. The private match funding from St Helens College and St Helens Chamber is also no longer available, reducing the overall budget and outcomes, which needs careful consideration within an updated Business Case alongside any Subsidy Control implications given property ownership variations from the original proposition across both elements of the project.

- 3.5 There have also been significant price rises since the original Business Case was submitted and both elements of the overall project are undertaking more detailed planning specifications, based on affordability, to identify accurate costings. This activity is being undertaken collaboratively and innovatively to seek to ensure that both elements of the project remain deliverable within the funding envelope previously approved by the Town Deal Board.
- 3.6 The research currently being undertaken as part of the Business Connect element of the project will seek to provide the evidence required to shape its future service provision and, therefore, the resources required to deliver it.

4. Progress Update & Plan

- 4.1 Both the Business Connect and the Skills Academy elements of the project are progressing well. The results of the Business Connect market research that is to be published in March will provide invaluable insight to enable local businesses with a health and social care focus to accelerate their growth in the sector.
- 4.2 The purchase of the former Clickworks building is now complete and the refurbishment plans can commence to develop the Skills Academy. The Council is now the owner of the building and discussions to establish a lease agreement between the Council and NHS partners to enable the refurbishment of the building are underway.
- 4.3 There is revenue funding secured to March 2027 years to support the establishment and running of the Skills Academy. Plans to establish a business model that will ensure longer term sustainability from April 2026 are underway.
- 4.2 An outline plan is provided below:

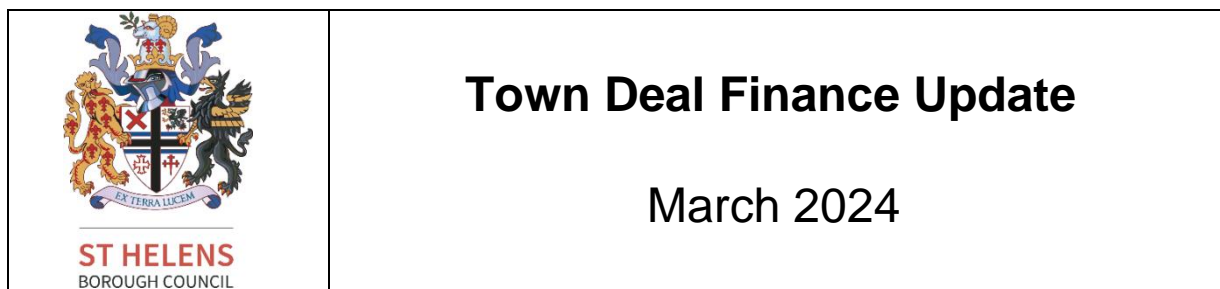
Skills Academy Purchase and Refurbishment	
Completion of purchase of former Clickworks building by Council.	February 2024
Engagement with Estates Team at Mersey & West Lancs Teaching Hospitals, regarding process for refurbishment, design, and build.	February 2024
Draw up of design plans for building refurbishment.	April/May 2024
Undertake procurement process to identify preferred supplier of building services.	June–August 2024
Partnership Agreement to outline roles and responsibilities with regards to ownership, refurbishment, and use of building.	March 2024
Commence building re-fit.	September 2024
Skills Academy opens.	March 2025
Ongoing financial monitoring to ensure spend on track.	March 2024 – March 2027
Skills Academy – Business Model Planning & Design	
Development Group established with defined workstreams to support delivery of the Academy.	December 2023
Intelligence gathering to identify priority areas for the Skills Academy based on local workforce gaps across health and care, education, and development needs, as well as population need.	March 2024
Defining and development of business model to support sustainability of Skills Academy.	March – April 2024
Stakeholder engagement in relation to services/education delivered via the Academy to support the local population gain employment or develop their careers in a health and social care setting.	Dec 2023 onwards
Business Connect	

Market research to establish needs of local business in relation to supplying health and care service providers in St Helens	January – March 2024
Publication of research paper	March 2024
Procurement of architectural and other services for refurbishment to commence	March 2024
Refurbishment of Chamber Building to provide facilities to local business to support their growth across the health and care sector, based upon feedback from market research	May – October 2024
UK Shared Prosperity Fund approval – confirmation of outcome of revenue funding bid to support activity	Spring 2024
Launch of Business Connect	April 2024 – March 2025

5. Conclusion

- 5.1 The main changes to the original Business Case relate to the housing of the Skills Academy in the former Clickworks building rather than as a new build in the grounds of St Helens College with associated changes to the delivery partners, coupled with variations to the funding parameters and loss of match funding.
- 5.2 The Council is now the owner of the former Clickworks building but NHS partners at Mersey & West Lancs Teaching Hospital will be responsible for the design, development and establishment of services delivered from the Skills Academy, in collaboration with St Helens Cares partners.
- 5.3 The project funding outlined in the originally approved Business Case requires a refresh to reflect the changes outlined in this report, including the withdrawal of sources of private match-funding from the College and St Helens Chamber and Subsidy Control considerations.
- 5.4 Detailed planning is now underway to provide more accurate capital costs associated with the project, including refurbishment of the building to house the Skills Academy and refurbishment of St Helens Chamber's accommodation for the Business Connect element of the project.
- 5.5 A refreshed Business Case, including revised capital costs will be submitted to the Town Deal Board in May. Subject to Board approval, the services of Amion Consulting, who supported the development of the original Business Case, will be commissioned to undertake the refresh.

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1 Summary

- 1.1 This report provides Town Deal Board with an update on the financial position in relation to Town Deal grant funding approved by DLUHC. The total of £25m available includes £23.75m capital grant and £1.25m revenue grant. Accounting considerations for the Council will report via capital programme and revenue budgets as appropriate.

2 Recommendations for Decision

2.1 The Board is recommended to:

- i. **Note the financial position for actual expenditure to date against the Town Deal grant funding, and the forecast position which is reported to DLUHC as part of the performance monitoring.**
- ii. **Approve the capacity funding request for the Health Innovation Hub project for £2,125 to refresh the business case.**
- iii. **Approve the amendment to Cannington Shaw funding for the feasibility study for the District Heat Network and confirm that this value remains within the Council for the delivery of this element.**

3 Purpose of this Report

- 3.1 This report provides an update on the financial position in relation to grant funding for the Town Deal projects. It also requests project funding changes to ensure visibility across all projects.

4 Total Funding- Town Deal Grant

- 4.1 All funding has been allocated to projects. The latest position on expenditure to date as of January 2024, and the expected forecast for the use of the Town Deal Grant is shown in Table 1.
- 4.2 The forecast below has been shared with and collated alongside all Project Managers.
- 4.3 Please note that there can be changes between the capital and revenue elements for project individual requirements and the Council's management of the grant from DLUHC as accountable body.

Table 1 - Forecast Expenditure

January 2024	2021/22		2022/23		2023/24		2024/25		2025/26		Totals
	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	
Programme Management (incorporating Project Level Capacity Funding)		£80,975	£306,501	£164,590	£10,600	£146,665	£142,829	£261,683	£98,802	£37,355	£1,250,000
Town Centre Living & Regen						£645,736	£3,835,808	£2,758,456			£7,240,000
The World of Glass			£44,550	£443,500	£401,950						£890,000
Connected Places								£3,250,000			£3,250,000
Digital Infrastructure						£83,788	£529,263	£933,545	£953,404		£2,500,000
Cannington Shaw			£56,815			£693,308	£573,000	£46,877			£1,370,000
SINA/ Glass Futures 2			£5,750	£25,400		£1,248,750	£1,219,750	£2,447,750	£552,600		£5,500,000
Health Innovation Hub				£37,837		£411,932	£431,000	£400,000	£422,231		£1,703,000
Youth Facility							£334,500	£334,500	£314,000	£314,000	£1,297,000
Totals	£0	£80,975	£413,616	£671,327	£412,550	£3,230,179	£7,066,150	£10,432,811	£2,341,037	£351,355	£25,000,000

Table 2 - Breakdown of Programme Management/ Project Capacity Funding

	2021/22		2022/23		2023/24		2024/25		2025/26		Totals
	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	
Programme Management	0	73,975	148,318	68,655	850	2,353	37,355	37,355	37,355	37,355	443,571
Digital Infrastructure	0	0	82,138	0	0	0	0	0	23,610	0	105,748
SINA/ Glass Futures 2	0	7,000	30,000	0	9,750	75,380	40,222	31,150	0	0	193,502
Cannington Shaw	0	0	0	0	0	33,000	0	193,178	0	0	226,178
Health Innovation Hub	0	0	45,045	81,186	0	35,932	0	0	37,837	0	200,000
Youth Facility	0	0	1,000	14,749	0	0	65,252	0	0	0	81,001
Totals	0	80,975	306,501	164,590	10,600	146,665	142,829	261,683	98,802	37,355	1,250,000

5. Change Requests

- 5.1 As noted in the recommendations above at points 2 and 3. There are two change requests to be approved at this Board meeting.
- 5.2 The first relates to using £2,125 of the allocated capacity funding for the Health Innovation Hub, for consultant support to refresh the business case which will be brought to the next Town Deal Board meeting. This is detailed in appendix 1.
- 5.3 At a previous Board meeting, there was an approval for funding as part of the capacity element for £33,000 as match towards a feasibility study for a District Heat Network. The grant funding has been approved for this, and the match element required is £24,750. This leaves £8,250 as additional funding available. The project has asked to be able to continue to utilise this value for this element of the project. There is also a request for the £33,000 to remain within the Council, due to being the delivery partner for this element too. This is a change as the value was included in the Grant Funding agreement to the Cannington Shaw Trust.

6. Conclusion

- 6.1 Town Deal Board is recommended to note the position on the forecast expenditure, and to approve the change requests. The next performance return is due to DLUHC to provide the position as at the end of March, with an expected deadline in May 2024 (subject to the deadline set which will be communicated to all relevant Councils).

Appendix 1- Capacity Funding Request- Health Innovation Hub

St Helens Town Deal – Capacity Funding Request Form

Project Name:	Health & Care Innovation Hub		
Project Sponsor:	Mark Palethorpe		
Project Manager:	Carys Kinsella		
Key Objectives/benefits/ timescales of project.	<p>The Health and Care Innovation Hub project focuses on two elements:</p> <p>Skills Academy - Provision of dedicated education floorspace to deliver additional / enhanced training (and associated engagement and careers information, advice, and guidance) to enable more local people to enter and progress their careers in the health and social care sector.</p> <p>Business Connect - The provision of dedicated working and meeting spaces, with associated support for businesses with a health and social care focus to co-locate, network, and collaborate, in order to accelerate growth within this sector.</p> <p>Developing a visible and prestigious hub for health and social care skills, training and business support provision will provide a central focus for health and social care in the locality and promote joint working and further integration of health and social care provision.</p>		
Potential Risks of Town Deal Project and how this piece of work helps to de-risk	<p>The Business Case submitted in November 2022 does not reflect the changes made to the proposal as a result of the alteration to the original plans from a new build to the purchase and refurbishment of a vacant building. This work would provide assurance that the new plan complies to the previous approval and appraisal criteria and highlight any points for attention pre/post approval of the refreshed Business Case.</p>		
Estimated Total Cost	Item	Estimated costs	VAT
	Amion consultancy services	£2,125.00	
	Total	£2,125.00	
Contact Details for response:	Carys.kinsella@sthk.nhs.uk		
Please return this proposal to:	robertgatensbury@sthelens.gov.uk		
Description of Request:	<p>AMION Consulting to carry out an independent appraisal review of the business case including a sense check of the BCR, and review of supporting evidence based on the changes that have been made to the original business case and the financial implications associated with the changes. The check would be against the original Town Board conditional approval and appraisal criteria and would be evaluated on the basis of a RAG score (Red – significant concerns; Amber – issues for resolution; green – accepted).</p>		

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1. Summary

- 1.1 This report provides the Board with a highlight report for the individual projects, and an update on programme level achievements.

2. Recommendations for Decision

Board is recommended to:

- i. **Note and discuss the highlight reports appended to this report;**
- ii. **Note and discuss the overall progress of the Town Deal programme; and**
- iii. **Identify any issues or concerns with the Project Sponsors and seek to identify requisite mitigation actions as appropriate.**

3. Purpose of this Report

- 3.1 This report provides the Board with an overview of each of the individual projects by means of a highlight report, with each report identifying risks and escalating matters that require Board attention and/or intervention.

4. Project Highlight reports

- 4.1 For the Town Deal Board to have a strategic oversight of the overall programme, all Project Sponsors are providing highlight reports (appended to this report), enabling understanding of current status, outstanding issues and risks to resolve. The overall ratings for the projects are as follows; 1 is rated green, and 7 are amber. Key updates are as follows:

- **A (i) SINA Medical Glass (Glass Futures Phase 2) RAG rated Amber** – Vacant possession was achieved 8 February 24, with SINA taking on the lease payments from 9 February. Operations Director, Kirk Bell, has been appointed and the SINA team have visited potential suppliers for the required production line infrastructure.
- **A (ii) Cannington Shaw #7 Bottle Shop RAG rated Amber** – Approval of planning permission is expected soon; this was delayed due to the need to address some environmental concerns that have now been resolved. An agreement was reached with Tesco to enable access and car parking for the works, and the District Heat Network feasibility study bid was successful. The main ongoing risk is the need to agree access to the northern compound site with all interested parties.
- **B: Town Centre Living & Regeneration RAG rated Amber** – ongoing progress being made with the issuing of General Vesting Declarations and negotiating Heads of Terms with remaining properties required to deliver the scheme. Ongoing Design work at RIBA Stage 4 progressing as is substation works.

- **C: Heritage World - The World of Glass RAG rated Green** - Project was successfully completed in Summer 2023. Ongoing monitoring of outputs.
- **D (i) Youth Hub RAG rated Amber** – Costed and phased design options have been provided and due for Council review 28 February 24, with RIBA Design Stage 2 progressing. Further discussion on the internal content of the facility is being supported by Justin Hill and ongoing opportunities are being explored to attract further funding to bring the whole building fully back into use.
- **D (ii) Health Innovation Hub RAG rated Amber** – Acquisition of the Clickworks building by the Council has been completed to accommodate the Health and Care Skills Academy. Market engagement work has also been progressed to support the Business Connect component. A refresh of the project Business Case is proposed.
- **E: Connected Places RAG rated Amber** - Pre-construction contract is signed and complete. General Vesting Declarations have been served. Now progressing to get site clearance and start construction. There will be is need to secure planning approval for the temporary bus station facilities on Chalon Way West.
- **F: Digital Infrastructure RAG rated Amber** - Tender being prepared for launch in March 2024. Additional legal support for the process being sought from Freeths.

5. Programme Highlights

- 5.1 The Board is asked to note the overall positive progress being made with the programme. Particular progress to note is the acquisition of the Clickworks building to accommodate the Health Innovation Hub project, vacant possession achieved for the SINA Medical Glass project and the successful bid to secure funding for the Heat Network Feasibility Study for the Cannington Shaw No. 7 Bottle Shop project.

Project Ai: SINA Medical Glass (Glass Futures 2) – Medical Glass Manufacturing and Innovation Centre

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	SINA Medical Glass (Glass Futures 2)		
Report of:	Town Deal Board		
SRO:	Walter Coxon		
Project Lead:	Iain Taylor		
Report Date:	22 February 2024	Reporting Period:	December 2023 - January 2024
Project Start Date:	January 2021	Project End Date:	March 2025 (Phase 1)
PID Completed:	Yes	Business Case Submitted:	Yes - 5/8/2022
1. PROJECT SUMMARY			
<p>SINA Medical Glass Limited is a new vial manufacturing business established in St Helens to manufacture borosilicate glass vials in the former JK Phillips warehouse owned by St Helens Borough Council. Phase 1 starts in February 2024 and includes the refurbishment of the building and the installation of clean rooms and 8 vial manufacturing machines. SINA Medical will enter a 15-year lease and has already become a member of Glass Futures to innovate in medical glass manufacturing. The location is within the LCR Life Science Investment Zone. Phase 2 includes the planning and installation of a new furnace for the manufacture of borosilicate tubing for vials. The overall investment is c£90m.</p>			
2. PROJECT HEADLINES			
<p>Key Actions and Progress Since Last Meeting</p> <p><u>Property</u> Agreement for Lease and Lease was substantially agreed with SINA and their legal advisors, aiming to complete in early March 2024. JKP provided vacant possession on 8 February 24 and rent from July 2023 is outstanding, with arrangements for collection under review. Site included in LCR Life Science Investment Zone, operational from April 2024. Lease with AW for Superior Landlord Approval, License to exclude SINA Rent from Sept 2025 rent review agreed and in process. Planning consent secured on the 19 December 2024; Judicial Review period expired on the 31 January 2024. Access to premises for SINA to prepare works from 8 February 2024; lease to commence from 1 March 2024 once Lease consent achieved.</p> <p><u>Operational Business Plan</u> Grant Funding Agreement Signed and Completed on 17 January 2024. Kirk Bell, Operations Director appointed. Local surveyor appointed to confirm specification of flooring, roofing, and other works.</p>			

Three manufacturing equipment suppliers (all Italian) approached and quoting for supply.

Delivery Phasing

Development of a phased approach to unlocking overall vision, considering the following:

Phase 0 (October 2022 – end February 2024): Pre-development/occupation works including planning, energy, legal approvals.

Phase 1 (March 2024 – March 2025): Works to JKP Building to prepare for vial manufacture, manufacturing vials from October 2024 (first 2 machines), all TD funded works completed by March 2025.

Phase 2 (TBC – July 2025): Additional government funding and private investment to secure business case for furnace installation and tubing manufacture. Potential allocation within LCR Investment Zone - retained rates investment fund.

Overall

Positive progress on property delivery arrangements, including purchase and SINA lease. Slight delay in Lease commencement due to administrative completion issues due to formal JR conclusion and execution timescales. The project can progress with vacant possession, planning consent and approval to the Lease by AW. All three are expected to remain outstanding until the end of February when all three should have been achieved. The Agreement for Lease has been agreed and is close to being finalised and completed. Arrangements for rent collection from JKP under review.

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)

Achievements/activities completed:	JKP Lease completion.
	Subsidy Control Assessment agreed and Grant Funding Agreement completed.
	SINA Agreement for Lease substantially agreed and expected to complete early February 2024.
	Planning Consent achieved.
Slippage (give reasons):	Slippage to Lease start due to administrative completion (lesson learned to build in 4 weeks to completion programme).

4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS

Activity	Programme Milestone	Owner
JKP Lease Collection	To be agreed by end of February 2024.	IMT supported by Hill Dickinson
SINA Agreement to Lease	Early March 2024 subject to AW approval	IMT supported by Hill Dickinson
AW Lease Approval	End of February 2024 target	IMT supported by Hill Dickinson

5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2024

Activity	Programme Milestone	Owner
Occupation by SINA	1 March with access from 8 February 2024	IMT
Further recruitment by SINA	March 2024	SINA

Instruction of Improvement Works	March 2024	SINA		
Order of machines	March 2024	SINA		
Phase 2 Business Plan	June 2024	IMT + SINA		
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
N/A				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Risk that AW delays approving lease.	4	2		Early engagement with Teacher Stern (acting for AW) Start approval to the lease once agreed with SINA.
Risk that SINA Agreement to Lease not agreed.	5	1		Agreed HOTs and Lease negotiation at an advanced stage with no material issues outstanding.
8. OVERALL STATUS				
Medium	Uncertainty remains until the Lease is agreed with AW.			
9. OUTCOMES AND KPI's				
New Jobs Created c350 overall, c180 from vial manufacture. 170 jobs connected to the furnace and tubing facility, subject to further Government funding.				
Private Sector Investment Secured – £65m (revised).				
Refurbishment sq.ft – 130,000 sq.ft of commercial premises.				
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	£85,000	IMT, Subsidy Control (JMW), Hill Dickinson, Hoare Lea and Aspinall Verdi.		
Forecast outturn costs	£108,502 (unbilled utility costs, final legal account, and phase development costs).			
Further information	N/A	Financial RAG rating		
11. SOCIAL VALUE				
Create training and employment: SINA will create 170 new roles over first 18 months of operation with requisite training and development programmes. Roles will be advertised locally with support from local recruitment companies, job centres and skills providers. Approach to be confirmed with St Helens Council and integrated into LCR Life Science skills, recruitment, and retention programmes. The Operations Director (a local person) has been appointed and will oversee future recruitment.				

Supply chain opportunities: All suitable project roles and construction opportunities will be aimed at local businesses. The surveyor is a local firm.

Improve job quality: SINA will aim to meet the objectives of either the LCR Fair Employment Charter or the St Helens Borough Fair Employment Charter.

Support people into work and progress: SINA will proactively engage with local employment and training programmes to enable interested local people to access the skilled opportunities created by the facility.

12. INFORMATION GOVERNANCE

N/A

13. DECISIONS REQUIRED FROM THE EXECUTIVE

To note the progress detailed above.

14. CHANGES TO ORIGINAL SCOPE

N/A

Project Aii: Cannington Shaw

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Cannington Shaw No: 7 Bottle Shop		
Report of:	Town Deal Board		
SRO:	John Tabern		
Project Lead:	John Tabern		
Report Date:	16 February 2024	Reporting Period:	December 2023 – February 2024
Project Start Date:	June 2022	Project End Date:	March 2026
PID Completed:	Completed	Business Case Submitted:	5 August 2022
1. PROJECT SUMMARY			
<p>The Cannington Shaw project is to stabilise and repair the Cannington Shaw No: 7 Bottle Shop with the aim of securing further funding to regenerate and repurpose it as a potential Exhibition, Conference and Events Space, Visitor Centre, Innovation, Science and Engineering Park, Café/Restaurant and Community Facility.</p>			
2. PROJECT HEADLINES			
<p>Planning Application – Awaiting determination. There have been objections from MEAS, the Heritage Officer, and St Helens Council Trees & Woodland Officer. Project team hopes to have a resolution to this as soon as possible.</p> <p>Heritage Lottery Application (Heritage Skills Academy) – Work has now commenced on the detail of the academy working with St Helens College on content and numbers.</p> <p>Tesco and access to the Cannington Shaw site - A local interim agreement has been reached with Tesco at site; however, good progress has now been made on annexing a section of the car park to Cannington Shaw and it is anticipated that this will conclude by February 24.</p> <p>Northern Compound –The successful delivery of this project relies on the use of common land to the north of the Cannington Shaw site. This is the area which will accommodate the storage, welfare, education, and office facilities. A resolution to this is being sought via Network Space and the other site stakeholders; however, again progress is extremely slow, and this item is now considered a major threat to the project.</p> <p>District Heat Network Project – Application via SHBC to Heat Network Delivery Unit (HNDU) for a Feasibility Study. Grant has been approved and now in the preliminary stages of moving this forward. HNDU have confirmed that a lesser amount will be required for match funding than was originally envisaged. Instead of £33,000 as requested in the re-allocation, the amount will be £25,000.</p> <p>Vegetation Clearance – This process was completed in early December 2023 to the S106 site. Clearance of the Northern Compound is delayed due to the lack of an agreement to proceed.</p> <p>Tender Process - Cost Consultants preparing the Bill of Quantities has been delayed due to enquiries raised. These have now all been resolved, and the tender process is ready to be issued to the three contractors we have selected.</p>			

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)				
Achievements/activities completed:	Grant approval from HNDU.			
	Clearance of vegetation from the S106 compound.			
	Agreement in principle (subject to licence) for adoption of car park.			
Slippage (give reasons):	Northern Compound – lack of response from parties concerned.			
4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS				
Activity	Programme Milestone			Owner
Resolve Northern Compound issue	March 2024			JT
Issue tender documentation	March 2024			JT
Appoint lead contractor	March 2024			JT
Commence prelims on compound	End of March 2024			JT
5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2024				
Activity	Programme Milestone			Owner
Complete construction of NC	Sept 2024			JT & Lead Contractor
Commence S106 site activity	Oct 2024			JT & Lead Contractor
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
Refer risk section below.				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Planning Permission not granted.	High	Unlikely		Recent meeting held and a pathway identified to resolve some of the outstanding issues. Reasonably confident this will achieve required permissions with some planning conditions.
Northern Compound – agreement not reached.	High	Possible		Land to the north of Glass Futures site identified as a temporary compound facility to allow for resolution. This is not a desirable option.
Risk that wider economic factors influence the deliverability of the project.	Medium	Unlikely		Apply prudent approach to risk, apply above normal contingencies to construction costs. Raise additional funding via corporate engagement.

Tender costs exceed available funds due to construction costs/scope of works	Medium	Unlikely		Reduce scope of works to in turn reduce amount of labour and materials. Ensure competitive tender delivers best available rates. Review design specification and/or raising additional funding via corporate engagement.
Tender return delays	Low	Possible		All of the contractors under consideration have been interviewed and assurance obtained that their experience is commensurate with the scope. Highlight specific challenges in advance.
8. OVERALL STATUS:				
Medium				
9. OUTCOMES AND KPI's				
Indicator				Quantity
New learners assisted				50
Ancient monument and listed asset protected and safeguarded				1
Brownfield Land Reclaimed (Ha)				2.02
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	First allocation of capacity funding and CS reserves now exhausted = £70,932.72			
Forecast outturn costs	Not exceeding the allocation identified below			
Further information	Opening allocation of £226,178 (VAT allocation) plus £1.37m project capital budget	Financial RAG rating		
11. SOCIAL VALUE				
N/A as the project is not yet live in a practicable sense i.e., no continuous on-site activity.				
12. INFORMATION GOVERNANCE				
None				
13. DECISIONS REQUIRED FROM THE EXECUTIVE				
To note the progress detailed above.				
14. CHANGES TO ORIGINAL SCOPE				
Re-allocation of funds to provide a match funding element to the HNDU grant for feasibility study				

Project B: Town Centre Living and Regeneration

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Town Centre Living and Regeneration (Phase 1)		
Report of:	Town Deal Board		
SRO:	Councillor Richard McCauley		
Project Lead:	Max Bentham		
Report Date:	February 2024	Reporting Period:	December 2023 – February 2024
Project Start Date:	April 2021	Project End Date:	March 2026
PID Completed:	Yes	Business Case Submitted:	5 August 2022
1. PROJECT SUMMARY			
<p>The Masterplan for St Helens town centre provides an aspirational long-term vision to guide future development and the transformation of the town centre over the next 20 years. The first development phase comprises demolition of the existing Hardshaw Centre to make way for 75,000sq ft office building, a 120-bed hotel, 8 townhouses, 56 apartments, c. 20,000sq ft retail and leisure space, and a 22,000 sq ft purpose-built market hall together with extensive public realm and infrastructure works. The development has been designed to be highly sustainable both in construction and in use.</p>			
2. PROJECT HEADLINES			
<p>Specific work groups have been set up to inform the Steering Group:</p> <p>Acquisitions and VP</p> <ul style="list-style-type: none"> • General Vesting Declarations are being served in line with programme. • Key agreements to conclude are: <ul style="list-style-type: none"> - Agreements with Heron Foods and One Below are being progressed with relocation premises identified and Heads of Terms drafted for agreement. - Attempts are ongoing to reach agreement by private treaty with Punch Taverns, the freeholder of the Swan Hotel, with no meaningful engagement following the CPO Inquiry. It is anticipated serving of the GVD will prompt further meaningful engagement. - Negotiations are progressing on properties surrounding the bus station, use of CPO powers being a last resort. <p>Finance</p>			

- Approval to invest the MTFS budget of £69.2m for Phase 1 was granted at the Cabinet Meeting on 13 September 2023.
- An informal offer has been received from a Build to Rent investor to acquire the Residential subphase. This is currently under review and interest from other investors is being explored for close of February 2024.
- A funding review of the Office subphase has been carried out between partners and specialist Agent input has been instructed to review and appraise additional funding options.
- The Hotel Franchise Agreement and Management Agreement are both well progressed with a shortlist of points outstanding for agreement. The Council has engaged with other local authorities working with the brand and operator to sense check the developed draft documents. An updated revenue/cost model has been provided to the Council which is under review.
- The main contractor, Vinci Construction, is updating its cost review of the Phase 1 scope.

Design / Planning

- RIBA Stage 4 design launched on 2 October 2023 and is on programme to conclude early March 2024.
- The Reserved Matters planning submission was made on 29 November 2023 and is anticipated to be determined during Planning Committee in April 2024.
- A separate application for the relocation of substations was submitted in September (P/2023/0510/FUL) and was approved in December 2023. There is a requirement to obtain additional approval for the inclusion of retaining walls outside of the original application following design development of the civils package.

Utilities

- Following Cabinet approval on 14 September 2023, final contract negotiations for appointment are now live with the IDNO/ICP service provider Bethell Group, with detailed designs being progressed to ensure SPEN acceptance of the new substation.
- The procurement of the transformer equipment has been secured ahead of time to lock in a build slot with Kyte for March 2024 with an expected delivery date in April 2024. Early procurement was necessary to mitigate risk to the overall programme, which became apparent when Bethell tested availability - lead in times had increased from 16 weeks to 52 weeks.
- The delivery programme is under review in liaison with Hilson Moran, Bethell & Vinci to optimise action to site including third party approvals, legals, and long lead material orders.
- On-site commencement of the substation relocations package is planned in Q1 2024.

Main Contract Procurement

- PCSA for Phase 1 has been executed.
- The contract scope includes demolition of the existing bus station and adjacent commercial units, construction of a temporary bus station, construction of a new permanent bus station, and associated public realm and highways modifications. The master

programme for the project has been updated by Vinci, now showing the commencement of activities to support demolition of the Hardshaw Centre starting in June 2024.

- The enabling works pricing is being developed with Vinci.

Social Value

- The social value action plans of the appointed main contractor have now been embedded into the PCSA contract.
- Vinci has committed to providing £377,000 of Social Value from various initiatives throughout the PCSA period. Currently Vinci has expended £51,820 of social value from the commitment which will increase through the construction phase.
- The project team has continued to support local charitable projects & educational workshops throughout the Borough.
- The project team supported a local school, De Le Salle, with 'Your Future Careers Fayre' in November 2023.
- Review of workplace opportunities for the coming year in liaison with St Helens Chamber is underway with Vinci.

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)

Achievements/activities completed:	<ul style="list-style-type: none"> • Progression of Stage 4 design (due to complete in March 2024). • Commencement and progression of IDNO/ICP design package. • Substation planning application approved. • Reserved Matters planning submission on 29 November 2023.
Procurement:	<ul style="list-style-type: none"> • Final drafting of the PCSA contract has been approved. • Bethell appointed as the ICO/IDNO contractor for the relocation of the sub-stations and design development is underway in line with SPEN requirements. Legals are currently instructed to progress execution of the JCT contract.
Slippage (give reasons):	<ul style="list-style-type: none"> • Potential for delay to starting on site for substation and demolition works due to substation switch gear delivery lead-in. A review with Vinci is being undertaken to assess any potential options to minimise the delay whilst details are clarified. • Delay experienced to agreement of hotel and franchise agreements due to complexity of legal documents, however, this is not critical path.

4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS

Activity	Programme Milestone	Owner
Negotiation for Hardshaw Centre vacant possession and acquisitions of other properties	Ongoing (potential use of CPO powers)	Council/ECF

surrounding bus station. Workstream includes serving of General Vesting Declarations.				
Submit and approval to Development Proposal Notice	Ongoing – targeted for close of February 2024	ECF/Council		
Complete hotel franchise and management agreements	February/March 2024	ECF/Council		
Reserved Matters planning consent	April 2024	ECF/Council		
Substation works (civils preparation) to commence	March/April 2024	ECF/Council		
5. ACTIONS AND OUTPUTS FOR REMAINDER FOR 2024				
Activity	Programme Milestone	Owner		
Design development with contractor partner	Ongoing to contract award – Q4 2024	ECF/Council		
Vacant possession of the Hardshaw Centre	May/June 2024	ECF/Council		
Commencement of demolition and enabling works	June 2024	ECF		
Commencement of main works contract	Q4 2024	ECF		
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
Please refer to risk section below.				
7. RISKS (new or raised)				
Highest Risks	Impact	Likelihood	Overall	Mitigation
Unforeseen Phase 1 delivery costs (including acquisitions, loss of income, compensation, relocations, construction, statutory undertakers, etc.)	Major	Likely		<ul style="list-style-type: none"> • ECF share detailed development appraisals. • The Council has appointed Global Mutual on Hardshaw Centre vacant possession strategy. • Use of CPO powers approved. Possibility of land tribunal if compensation is not agreed. • Cost saving opportunities reviewed throughout design stages. • Updated contractor cost information being progressed.

Delay in vacant possession of Hardshaw Centre	Major	Possible		<ul style="list-style-type: none"> The Council has appointed Global Mutual to advise on a decant strategy and engagement with tenants. 2 key occupiers now remain to relocate. Negotiations are progressing with both parties. Use of CPO powers.
Achieving exchange/completion of Hotel Franchise Agreement and Management Agreement	Major	Possible		<ul style="list-style-type: none"> Heads of terms agreed The Council has appointed Weightmans LLP as its legal advisors. Hotel franchise and management agreements are now well progressed.
Conflicts with or disruption caused by other work programmes or initiatives i.e., LCR (Liverpool City Region) backhaul network, CityFibre, Heat Network, College estate review.	Moderate	Possible		<ul style="list-style-type: none"> Liaison with promoters of other projects to understand potential conflicts and agree mitigations wherever possible. Regular communications through workstream reviews with appropriate stakeholders.
Demolition of the Hardshaw Centre would impact the current first floor servicing provision of the former M&S Store	Major	Almost Certain		<ul style="list-style-type: none"> The Council purchased the former M&S store which will enable reconfiguration. Servicing strategy being developed as part of M&S brief and wider Phase 1 infrastructure activity.
Risk opposite design interfaces between Phase 1 and Bus Station Project	Major	Possible		<ul style="list-style-type: none"> ECF supporting delivery of Connected Places scope. Project Board established with the Council and ECF as Board members. Connected Places delivery subsumed into main contract works, optimising synergies.
8. OVERALL STATUS:				
Moderate				
9. OUTCOMES AND KPI's				
To be developed during Stage 4 design to include approximate new build sq. ft / refurbished sq.ft / job creation.				

10. FINANCIAL VARIANCES			
Year to date actual costs incurred	£799k infrastructure / Gross £4.53m (Dec 23)	Fees for master planning, RIBA Design Stage 2-4 design, hybrid planning application, initial CPO costs and Pre-Construction Services Agreement with the selected contractor, Vinci.	
Forecast outturn costs	Not exceeding the allocation identified below		
Further information	£69.2m investment approval following Cabinet meeting on 13 September 2023. £7.24m Towns Fund allocation £812k OPE funding	Financial RAG rating	
11. SOCIAL VALUE			
<p>The Social Value Vision Statement for St Helens Town sets out the Social Value Strategy for the development across its full lifecycle, and includes social value action plans to target the following:</p> <p>Design Team Social Value Action Plan This has been used throughout the pre planning stage to set targets for the project team – from architects to planning consultants - and has allowed us to capture social value from stage 1.</p> <p>Community Engagement Action Plan This highlights specific programmes to engage the community throughout the delivery of the project as well as how to support existing initiatives identified.</p> <p>Local Economy & Supply Chain Action Plan This Action Plan includes programmes to create opportunities for local businesses against the proposed targets, a Supply Chain Charter to get delivery partners on board with embedding social value in contracts, milestones and key project team members who will be responsible.</p> <p>Education, Skills & Employment Action Plan This Action Plan includes findings from the Jobs & Skills workshop, and outlines which local providers that delivery partners should work with to achieve targets. Specific programmes are highlighted at each stage of the project lifecycle along with key milestones and responsibilities.</p> <p>Health, Wellbeing & Environment Action Plan This Action Plan includes findings from the Health, Wellbeing & Environment workshop, and signposts local organisations for partnership as well as key targets, milestones, and decision makers. This Action Plan also aligns to environmental targets set by Cundall.</p> <p>Additionally, the Draft St Helens Inclusive Growth Strategy 2023-2028, which sets out the new and additional actions needed over the next five years to achieve the council inclusive growth ambitions, was in a consultation period during the time of preparing the St Helens Town</p>			

Centre Social Value Strategy. Therefore, the social value consultation has been aligned (where relevant) to the priorities within the Draft St Helens Inclusive Growth Strategy.

A detailed analysis based on the proposed TOMs Framework shows that over approximately 2 years of construction, 20 years of estate management and 20 years of occupation the total additional social and local economic value created by the St Helens Town Centre redevelopment could be as high as £197,589,271, or 227% of the original construction costs.

Vinci, and the wider project team are now measuring and reporting on the social value delivered in line with these Action Plans on the Portal.

12. INFORMATION GOVERNANCE

There are no information governance matters to consider at this meeting of the Town Deal Board.

13. DECISIONS REQUIRED FROM THE EXECUTIVE

To note the progress detailed above.

14. CHANGES TO ORIGINAL SCOPE

ECF/Council partnership to include Connect Places delivery - demolition of the bus station and adjacent commercial units, construction of a temporary bus station, construction of a new permanent bus station, associated public realm and highways modifications. The former M&S building has been added to scope.

Project C: The World of Glass

TOWN DEAL PROJECT HIGHLIGHT REPORT				
Reporting to:	Town Deal Board			
Project Name:	The World of Glass			
Report of:	Town Deal Board			
SRO:	Richard Tully			
Project Lead:	Peter Frost			
Report Date:	9 February 2023	Reporting Period:	December 2023 – February 2024	
Project Start Date:	April 2021	Project End Date:	August 2023	
PID Completed:	Yes	Business Case Submitted:	5 August 2022	
1. PROJECT SUMMARY				
A sensitive modernisation of The World of Glass introducing experiential and multi layered visitor engagements that are based on people stories. Adding vital ingredients to make TWOG a major tourist attraction.				
2. PROJECT HEADLINES				
Project completed in August 2023 to major BBC publicity and fantastic reviews.				
3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)				
Achievements/activities completed:	N/A			
Slippage (give reasons):	N/A			
4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS				
Activity	Programme Milestone	Owner		
N/A	N/A	N/A		
5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2024				
Activity	Programme Milestone	Owner		
Snagging lists to be completed	Completion of snagging issues with the development.	Project Manager		
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
N/A				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation

No new risks in scope of Town Deal project	N/A	N/A	N/A	N/A
8. OVERALL STATUS:				
Complete				
9. OUTCOMES AND KPI's				
Visitor Numbers are on target to exceed 100,000 this financial year. New Staff roles have been created with a Deputy Manager and Social Media Assistant in place.				
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	£879,817.39			
Forecast outturn costs	£890,000			
Further information	Retention held from design and build contract.	Financial RAG rating		
11. SOCIAL VALUE				
Increased visitor numbers has meant increased leisure and cultural participation in arts events, and with the historical site and museums. Increased sense of belonging and pride of place. Currently 41% of Visitors have a St Helens postcode, and 59% are from outside the borough.				
12. INFORMATION GOVERNANCE				
N/A				
13. DECISIONS REQUIRED FROM THE EXECUTIVE				
To note there is a need to continue to report outputs, outcomes and funding profiles following completion of the project. Progress reporting is otherwise no longer relevant as the project has been delivered. A formal project closure report will be presented at the end of the Town Deal programme.				
14. CHANGES TO ORIGINAL SCOPE				
N/A				

Project Di: Youth Facility

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Youth Hub		
Report of:	Town Deal Board		
SRO:	Justin Hill		
Project Lead:	Robert Gatensbury		
Report Date:	6 February 2024	Reporting Period:	December 2023 – February 2024
Project Start Date:	May 2022	Project End Date:	March 2026
PID Completed:	Yes	Business Case Submitted:	November 2022
1. PROJECT SUMMARY			
<p>The project is providing youth facilities within the Gamble Building, as part of broader plans to provide a new creative and learning hub to serve as the community “living room” for the town centre. Youth facilities would complement the re-introduction and regeneration of the town’s library and archive service. The proposal builds on wider engagement undertaken with young people across the Borough and complements other investments including new facilities at the YMCA.</p>			
2. PROJECT HEADLINES			
<p>Initial funding enquiries have been undertaken with the National Lottery Heritage Fund and several site visits undertaken to multi-purposed community buildings in other areas including the Storyhouse Theatre and Library in Chester, Manchester Library, Rainford Village Hall, and Leigh Town Hall.</p> <p>Through November and early December 2023, the consultant team worked to develop a revised client brief and to reflect the potential options for The Gamble project in response to the updated requirements. A RIBA Stage 1 level design was developed that aimed to provide youth facilities in line with Town Deal funding requirements, alongside library, archive, and other uses.</p> <p>The design team have developed an outline and phased cost plan for the project, and an outline programme.</p> <p>Client sign-off for the phased programme is to be given, with RIBA design stage 2 underway in February 2024.</p> <p>Alongside the design development activities, the consultant team has met with Justin Hill of the YMCA, to update him on project development and to start to define the Youth Facility brief in more detail.</p>			
3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)			
Achievements/activities completed:	End of Stage client review meeting took place 14 December 2023.		
	Preview of the Gamble Building design plans, in relation to the Youth Facility with Justin Hill, Donald Insall, AtkinsRealis and St Helens Council took place on 12 December 2023		

	End of Stage Presentation involving Children Services colleagues took place on 4 January 2024.	
Slippage (give reasons):	Stage 2 design brief has moved from December 2023 to February 2024 due to delivery of initial surveys and further stakeholder engagement to develop the brief.	
4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS		
Activity	Programme Milestone	Owner
Appointment of Programme Manager	January 2024 (start April 2024)	SHBC
Client sign off RIBA stage 2 design brief	23 February 2024	SHBC
5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2024		
Activity	Programme Milestone	Owner
Stage 2 Design Freeze	3 May 2024	Atkins Realis
Stage 2 Cost Plan	17 May 2024	Atkins Realis
Stage 2 Report Submission	25 May 2024	Atkins Realis
Client Review	7 June 2024	St Helens Council
Approval to proceed to Stage 3	7 June 2024	St Helens Council
Stage 3 Design Freeze	9 August 2024	Atkins Realis
Stage 3 Cost Plan	23 August 2024	Atkins Realis
Stage 3 Report Submission	30 August 2024	Atkins Realis
6. KEY ISSUES/CHALLENGES FOR RESOLVING		
Please refer to risk section below.		
<p>Financial: Levelling Up fund bid was unsuccessful. The scope of the project to deliver the Youth Facility has been revised through the current design stages to align with the available Town Deal grant and Council match funding. Further external funding opportunities for re-use of the full building are being explored. Need to ensure investment is complementary to wider youth provision and investment in the Borough and aligns with the consulted views of young people.</p> <p>Programme: Need to agree a phased programme of works within the Gamble Building which will deliver the Town Deal funded youth facilities by the required deadline of March 2026. This will retain the longer-term ambition to eventually bring the full building back into productive use.</p>		
7. RISKS (new or raised)		

Risk	Impact	Likelihood	Overall	Mitigation
Financial: Levelling Up fund bid unsuccessful	3	5	15	The Round 2 LUF bid was unsuccessful; however, positive feedback from Government was received which has led to the current design proposals being progressed. This supports new bidding opportunities, including those through the Levelling Up programme.
Strategic: Lack of stakeholder buy-in and difficulties with stakeholder partnership /engagement	2	1	2	Stakeholder mapping exercise taken place to engage with key stakeholders. Significant public engagement taken place relating to the Gamble and repurposing.
Strategic: Failure to develop KPI's for project may dilute measurability.	2	1	2	KPI's were developed in conjunction with consultant and reflecting DLUHC outputs as part of project business case.
Failure to secure external funding	3	3	9	Current design stages will enable the development of detailed costs and business case which will enable further bidding to enhance overall Gamble project. Current project will be aligned to available resource.
Conflicts with or disruption caused by other work programmes or initiatives i.e., Town Centre Living and Regeneration project	3	1	3	Regular communications through workstream reviews with appropriate stakeholders.
Reputational harm due to lack of visible development activity	3	2	6	Implementation of comms strategy, including use of new website.
RIBA Stage 2 is dependent on freezing the design brief	3	2	6	SHBC to provide clarity of use requirements, particularly around bookable spaces.
Building condition works may have greater than expected impact on project costs	3	3	9	AtkinsRealis to review the condition survey data and consider cost implications of the findings.

8. OVERALL STATUS			
Medium			
9. OUTCOMES AND KPI's			
INDICATORS		Intervention theme:	Target:
£ spent directly on project delivery (either local authority or implementation partners)*		N/A	£3.3m
£ co-funding spent on project delivery (private and public)*		N/A	£2m
£ co-funding committed (private and public)*		N/A	£2m
# of temporary FT jobs supported during project implementation*		N/A	
# of full-time equivalent (FTE) permanent jobs created through the projects*		N/A	
# of full-time equivalent (FTE) permanent jobs safeguarded through the projects*		N/A	
# heritage buildings renovated/restored		Urban Regeneration	1
# improved community/sports centres		Urban Regeneration	1
500 sq m. flexible function space, dedicated music/video and gaming pods and breakout spaces provided for young people.			
10. FINANCIAL VARIANCES			
Year to date actual costs incurred	None yet		
Forecast outturn costs	Not exceeding the allocation identified below		
Further information		Financial RAG rating	
11. SOCIAL VALUE			
As yet, there has not been any progress on social value initiatives while the team focus on freezing the design brief. However, the design team is keen to explore opportunities to engage with local schools and colleges and will maximise use of local suppliers for physical works.			
12. INFORMATION GOVERNANCE			
There are no Information Governance decisions required at this time.			
13. DECISIONS REQUIRED FROM THE EXECUTIVE			
The Town Deal Board are asked to note the progress detailed above.			
14. CHANGES TO ORIGINAL SCOPE			
None.			

Project Dii: Health Innovation Hub

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Health Innovation Hub		
Report of:	Town Deal Board		
SRO:	Mark Palethorpe		
Project Lead:	Carys Kinsella		
Report Date:	16 February 2024	Reporting Period:	December 2023 – January 2024
Project Start Date:	October 2021	Project End Date:	March 2026
PID Completed:	Yes	Business Case Submitted:	Yes – submitted and approved.
1. PROJECT SUMMARY			
<p>The Health and Care Innovation Hub project focuses on two elements:</p> <p>Skills Academy - Provision of dedicated education floorspace to deliver additional / enhanced training (and associated engagement and careers information, advice, and guidance) to enable more local people to enter and progress their careers in the health and social care (H&SC) sector. The Academy will be located in the former Clickworks building on Hardshaw Street, following a programme of refurbishment on completion of purchase (February 2024).</p> <p>Business Connect - The provision of dedicated working and meeting spaces, with associated support for businesses with a health and social care focus to co-locate, network, and collaborate, in order to accelerate growth within this sector. This will be delivered through the reconfiguration and refurbishment of premises within St Helens Chamber.</p> <p>Developing a visible and prestigious hub for H&SC skills and training provision will provide a central focus for health and social care in the locality and promote joint working and further integration of health and social care provision. Through Business Connect, advice, support and dedicated meeting and workspace for businesses serving the health and social care sector will increase the opportunities for local businesses to supply local health and social care organisations with goods and services and identify new opportunities to stimulate local business growth.</p>			
2. PROJECT HEADLINES			
<p>Skills Academy Location – Purchase of property on Hardshaw Street (former Clickworks building) is complete. Discussions are underway with the Estates Team at Mersey & West Lancs Teaching Trust to enable the commencement of the refurbishment of the building.</p>			

Skills Academy Development – The development group has established 6 workstreams, with named leads to drive forward the establishment of the Skills Academy. A key activity for the next quarter is planning for a recruitment event on 20 April 2024. The group is working with partners to identify vacancies (entry-level, clinical/non-clinical support roles) which will be promoted and recruited to on the day. The Event will provide an opportunity to pilot a stream-lined recruitment process, which will be further developed through the Skills Academy, via the Simplification of Recruitment and Assessment processes workstream.

Business Connect - The Business Connect element of the Health and Care Innovation Hub is to be located at St Helens Chamber of Commerce as a refurbishment of the first-floor space. The Chamber is eager to commence work on the refurbishment. A market research and engagement exercise is underway with local businesses to identify the support required to enable them to work with and supply the local health and social care market.

Delivery Structure – Workstreams for the Skills Academy are now in place, reporting progress to the Academy Development Group on a monthly basis.

Capacity – Programme Manager is in place to lead the ongoing development and delivery of the Skills Academy.

Collaborative Agreements – The team has started to consider legal structures/collaboration models between the Council, St Helens Place ICB, St Helens Chamber and St Helens College. Sufficient legal agreements worked up in detail are now needed.

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)

Achievements/activities completed:	Skills Academy – completion of purchase of Clickworks and draw down of capital from Town Deal. Workstreams agreed. Programme Manager in post (27 November 2023). St Helens Chamber market research exercise commenced. Planning and engagement re: Recruitment Event underway – 20 April 2024. Approval of intended direction at Chamber Board 20/1/24.
Slippage (give reasons):	N/A

4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS

Activity	Programme Milestone	Owner
Skills Academy - Partnership/Collaboration Agreement to be drawn up.	29 February 2024	Health & Care Innovation Project Steering Group
Skills Academy – refurbishment planning underway and exploring resource to support delivery.	31 March 2024	Project Manager and members of Academy Development Group

Development Plan for 2024/25.	31 March 2024	Project Manager & Development Group
Business Connect – ongoing activity in relation to market research exercise. Analysis of survey responses, 121 interviews and focus groups to be undertaken.	31 March 2024	Business Connect workstream
Planning for Recruitment Event.	20 April 2024	Project Manager & Event Planning Group
Business Connect – Start of technical design and procurement.	Procurement of Architect and other professional advisers to start February 2024	Business Connect Workstream
Business Connect -Building Programme starts.	Approval by Chamber Board for investment contingent on two items: Revenue funding for activity / Shared Prosperity Fund anticipated March 24 Approval of new Business Case. Building programme anticipated to start May 2024.	Business Connect Workstream
5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2024		
Activity	Programme Milestone	Owner
Business Connect – report from market research and engagement exercise	March 2024	Business Connect Workstream
Produce plan for Skills Academy development.	April 2024	Project Manager & Skills Academy Development Group
Skills Academy – Recruitment Event.	April 2024	Project Manager & Skills Academy Development Group
Business Connect – procurement, design & refurbishment of first floor space	October 2024	Business Connect Workstream
Skills Academy – procurement, design, and refurbishment of Skills Academy Building.	October 2024 (tbc)	Project Manager & Skills Academy Development Group

6. KEY ISSUES/CHALLENGES FOR RESOLVING				
Please refer to risks detailed below.				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Financial: Funding not incurred by March 2026	2	2	4	Town Deal programme and project finance reports to be reviewed at TDB and supporting board meetings.
Strategic: Difficulties with stakeholder partnership	3	2	6	Detailed plan of commitments, requirements, and responsibilities for all stakeholders described in project and to be supported with collaboration & partnership agreements.
Business Connect – revenue funding dependent on the outcome of the ITT for the Shared Prosperity Fund	4	2	8	Bid prepared and due for submission 15/2.
Business Connect – St Helens Chamber becoming leaseholder rather than owner of space identified for Business Connect development	4	2	8	Advice being sought from Council as to whether leasehold arrangement is able to receive capital funding from the Towns Fund and whether this change gives rise to any subsidy issues.
Skills Academy – revenue funding dependent on activity, outputs, and partner buy-in	3	3	9	Revenue funding secured to March 2027. Target is for business model to be sustainable from April 2026 onwards. Options appraisal required when Academy service provision confirmed.
8.OVERALL STATUS:				
Medium	New Business Case to be completed and re-approved by Town Deal Board and Council due to change from new-build site to acquisition and refurbishment of existing space.			
9.OUTCOMES AND KPI's				
Strategic Investment Objectives		Benefits To Be Realised		Measures
SKILLS ACADEMY - to develop a strong and multiskilled workforce by offering training, qualifications, experience, and personalised coaching across a variety of roles within health and		To provide an opportunity for development of the future health and social care workforce for St Helens.		300 additional people to complete their training H&SC (Health and Social Care) via the skills hub annually from 2026. 300 existing H&SC staff to complete role required training annually from 2026.

<p>social care, as well as guaranteed interviews with key organisations in the sector.</p>	<p>To enhance the opportunities for residents of St Helens to develop their skills and career prospects in health and social care.</p> <p>To provide dedicated careers advice and guidance to people looking for a career in health and social care or to develop their career further.</p> <p>To increase the amount of apprenticeship roles in health and social care.</p> <p>To expand and future-proof the health and social care workforce in St Helens with a constant stream of potential employees to meet demands, not only for both acute and social care settings, but also for enabling roles within Health and Social Care such as IT.</p> <p>To fill gaps in the health and social care workforce, specifically in roles which are difficult to recruit to.</p> <p>To increase the engagement of the workforce of the future in Health & Social Care.</p> <p>To improve the quality of provision of health & social care in St Helens.</p>	<p>75% of people to be offered a H&SC job/apprenticeship in St Helens via the Health Innovation Hub annually from 2026.</p> <p>300 people to have undertaken careers advice and guidance via the skills hub annually from 2026.</p> <p>Estimated 25% of people attending training at the skills hub to be unemployed, annually from 2026.</p> <p>50% reduction in the amount of vacant health and social care roles in St Helens by end of 2027.</p> <p>50% reduction in agency cost within H&SC in St Helens by 2027.</p> <p>35% increase in the amount of new employees/apprenticeships within H&SC to be from St Helens by end of 2027.</p> <p>500 contacts with local people annually from 2026.</p> <p>300 people introduced to Health & Social Care as a creditable career annually from 2026.</p> <p>Improvement in the provision of health & social care in St Helens CQC (Care Quality Commission).</p>
<p>BUSINESS CONNECT - to harness a culture of collaboration, innovation, research and development between the Health & Social Care sector and local business by providing a space to</p>	<p>To provide an opportunity for the Health & Social Care sector and local business to collaborate on innovative ventures</p>	<p>20 new H&SC business collaborations annually by 2026.</p>

<p>develop and explore opportunities, coupled with business specialist advice and support.</p>	<p>and share their ambition in a modern incubator and accelerator environment.</p> <p>To offer dedicated specialist business support for all businesses in St Helens working in the health and social care sector.</p> <p>To maximise the opportunities afforded by the transition to integrated and partnership approaches and an increased focus on wellness and prevention of ill health.</p> <p>To be attractive to, and support the development of, local business concerned with developing health and social care products and services that can benefit St Helens residents.</p> <p>To be a leading provider of research and community trials to benefit the St Helens population who have multiple complex needs, by harnessing Liverpool City Region digital infrastructure including Sensor City and Daresbury Big Data.</p> <p>To improve and enhance the health and wellness of the local community, many of whom have multiple complex needs, through the access of available and innovative trials.</p>	<p>6 new H&SC business start-ups or expansions annually by 2026.</p> <p>30 St Helens Borough businesses to be supplying H&SC organisations with goods or services by 2026.</p> <p>£200,000 annually business support investment in public and private sector by 2027.</p>
<p>To develop a visible and prestigious Health & Social care focussed hub in a prime and accessible</p>	<p>To ensure the space is located and designed to promote St Helens' focus</p>	<p>Health Innovation Hub to be open by July 2025.</p>

<p>location that emphasises St Helens' commitment to health and social care.</p>	<p>on improving health and social care provision. To provide a central focus for health and social care in the locality.</p> <p>To promote joint working and further integration of health and social care provision. To ensure services provided are convenient to access regardless of physical or geographical limitations.</p> <p>To stimulate local economic growth and regeneration, foster economic resilience in the local community and encourage footfall for local business.</p> <p>To attract new visitors to the local area.</p> <p>To create a sense of community access and ownership.</p> <p>To Increase footfall to the local area, supporting the local economy and enhance the local health local health and social care system.</p>	<p>Health Innovation pilot to be in place by December 2023. 22% of St Helens residents to be aware of the health innovation hub by 2027 (proxy).</p>
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10.FINANCIAL VARIANCES

Year to date actual costs incurred	£188,068	Includes £24,000 for Market Intelligence report.	
Forecast outturn costs	Not exceeding the allocation identified below: £200,000 support costs £400,000 for acquisition of building and design costs.		
Further information	Opening allocation of £1.9m	Financial RAG rating	

11.SOCIAL VALUE

The proposed Health and Care Innovation Hub project involves the development of a bespoke training facility within St Helens town centre, which will support the development of a home-grown workforce for the sector. A separate business-focused space and accompanying support programme will stimulate economic growth through growing the healthcare business sector. Both elements of the Hub's activities will contribute to driving up the quality of care in St Helens, ensuring local people get the support they need from the town's health and social care providers.

The Hub brings together all the key H&SC stakeholders, who will work jointly to identify training needs and respond to them by encouraging new learners to enter the sector and existing workers to increase their skills, on an on-going basis. Careers in the sector will be promoted (to young people, to people not currently in work, and to potential career changers), particularly targeting the unemployed, economically inactive, care leavers and people within St Helens' more deprived communities, in order to engage them with the opportunities which the sector offers, both in entry level roles and to progress their careers.

Training will be coordinated across providers and employers. This will ensure that new learners benefit from extensive work experience opportunities and placements, enhancing their skills and increasing their job readiness on completion of their learning. The coordinated approach will ensure the existing workforce are offered opportunities to increase their skills and progress within the workplace, with clear career paths available. This will expand and future-proof the health and social care workforce in St Helens with a constant stream of potential employees to meet demands, not only for both acute and social care settings, but also for enabling roles within Health and Social Care such as IT.

The objectives of the Hub link directly to the three themes of the Inclusive Growth Strategy (regeneration, development & inward investment; local business growth & new enterprise; public & private sector key worker roles).

12. INFORMATION GOVERNANCE

There are no information governance matters to consider at this meeting of the Town Deal Board.

13. DECISIONS REQUIRED FROM THE EXECUTIVE

The Town Deal Board are asked to consider the following matters:

Progress, as detailed above.

Approve the approach to refresh the business case.

14. CHANGES TO ORIGINAL SCOPE

The Skills Academy was originally planned to be located on the St Helens College site in a new build. Because of major increases in costs this is now prohibitive and acquisition of Clickworks and the refurbishment of the premise has now been approved for the home of the Skills Academy

Project E: Connected Places

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Connected Places		
Report of:	Town Deal Board		
SRO:	Sean Traynor		
Project Lead:	David Saville		
Report Date:	16 Feb 2024	Reporting Period:	December 2023 – January 2024
Project Start Date:	April 2021	Project End Date:	TBD – circa 6 th September 2026
PID Completed:	Completed	Business Case Submitted:	5 th August 2022
1. PROJECT SUMMARY			
<p>An overarching Connected Places programme for the Town Centre which includes enhancements to key public transport nodes including new bus station delivery and public realm upgrades to St Helens Central, creation of enhanced permeability, way-finding and public realm town centre wide and provision of pedestrian and cycle connections traversing the ‘Concrete Collar’ of St Helens Linkway.</p>			
2. PROJECT HEADLINES			
<p>The Council continues to progress land acquisition via negotiation in parallel with (CPO) process, with the General Vesting Declarations (GVDs) being prepared by Eversheds-Sutherland.</p> <p>The Council have since secured delegated executive decision approvals to enter into Pre-construction Services Agreement with Vinci Construction Ltd to further develop the detailed design for the new bus station including link to the rail station, temporary bus station, and Peasley Cross roundabout active travel scheme.</p> <p>An engagement programme is being jointly prepared between the Council, ECF, Merseytravel lead by ‘This is Influential’.</p> <p>The wider programmes timescales have slipped, due to the delay in finalising Vinci’s contract, in particular the revision of the design to reflect the latest requirement of Merseytravel. This has impacted on many future milestones, and programme updated accordingly.</p>			
3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)			
Achievements/activities completed:	TEP (The Environment Partnership) have been commissioned to undertake an Arboriculture Impact Assessment (tree surveys) for both Chalon Way West the Temporary Bus Station and Peasley Cross roundabout sites. The tree surveys include health of current assets and impacts		

	on potential removal, Bird Nesting Survey, and 3D Artist's impression of proposed draft scheme elements.
	The English Cities Fund have now entered into a Pre-construction Services Agreement with the Preferred Contractor (Vinci Construction Ltd) to develop the design for the new bus station including link to the rail station, temporary bus station, and Peasley Cross Active Travel scheme.
	The Interim Movement Strategy (being developed by Mott MacDonald) is commencing its detailed development stage and meetings have commenced with Vinci in this regard. The Interim Parking Strategy (being developed by the Project Centre) has also commenced its detailed development stage. Both these pieces of work are considering how blue badge parking and taxi stands are maintained across the town centre during the works.
	SHBC are reviewing the appraisal and traffic modelling for design options (supported by Aecom). Once a preferred scheme has been identified, the concept design will be handed over to Vinci to develop in detail. Further on-site surveys will be required to support this design development process.
	The Design for the Temporary Bus Station has been developed in concept and heads of terms being prepared between the Council and Merseytravel. Additional surveys will be required to support the development of the detailed design for this scheme.
	Following the successful CPO Public Inquiry in August 2023, Keppie Massie are refining the strategy for acquisition of land, with general vesting declarations being prepared by Eversheds-Sutherland. This will inform the site access date for the new bus station.
	Invitation to tender and scope of works/briefs have been developed for both commercial support and business case development, in fulfilling our grant terms and conditions. A full business case is required to draw down the capital funding for the sider SHMMI scheme as part of our LCRCA grant terms and conditions. The LCRCA Board have now approved our SHMMI Gateway 3 submission (originally submitted on 31 July 2023).
	Risk Workshop held between Council, Merseytravel, LCRCA, Vinci and ECF to refine risk and opportunities log, while ensuring "health and safety" moments are captured at all future meetings.
Slippage (give reasons):	The appointment of Vinci Construction Ltd has taken longer the expected due to refining their scope to meet the requirements of the scheme, in particular the revision of the design to reflect the latest requirement of Merseytravel. While gaining both Council and ECF approvals in signing the PCSA contractual paperwork. This has impacted on many future milestones.

	Engagement and Communication has experienced some delay; however, we are working with our delivery partners (ECF, Vinci, Merseytravel) to develop this for the full scheme, scheduled to launch between February – March 2024 (subject to management approvals).	
4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS		
Activity	Programme Milestone	Owner
Appoint ECI Contractor on to develop design and ultimately build: -WP1 Bus Station update RIBA 3 and then progress RIBA 4 detailed design WP2 Public Realm RIBA 3&4 WP3 Active Travel RIBA 3&4	WP1 Bus Station design to be progressed by ECI Contractor once appointed in January 2024. WP2 Public Realm design to be progress via ECF using Planit, then will be picked up by the ECI Contractor. WP3 Active Travel design will be delivered by the ECI Contractor; however, in the interim SHBC are developing the designs in-house.	St Helens Council/ ECF partners
Develop Engagement and Communications Strategy for all Connected Places components.	February - March 2024.	St Helens Council jointly prepared by ECF partners/Vinci/Merseytravel core programme lead by “this is influential.com.”
Develop proposals for temporary bus station.	Design freeze “Winter 2023” complete, refine design following additional ground surveys in Spring 2024.	St Helens Council/Merseytravel/Vinci.
5. ACTIONS AND OUTPUTS FOR REMAINDER FOR 2022/23		
Activity	Programme Milestone	Owner
Planning and land acquisition strategy implemented.	Planning Approvals/Reserved Matters: Spring 2024 Land Acquisition Complete: Autumn 2024 (TBC)	St Helens Council / Consultant
Detailed Designs complete (RIBA 4)	Autumn 2024	St Helens Council / Consultants
Design Approvals (CA & SHBC).	Winter 2024	St Helens Council / LCRCA/ Town Deal
Full Business Case submission (for CRSTS funding contribution).	Autumn 2024	St Helens Council / Consultants
D&B contract awarded.	November 2023	St Helens Council

Construction commences (Temp Bus Station).	Summer 2024	St Helens Council
Construction commences (New Bus Station/Active Travel).	TBC (Depend on tenants vacating properties)	St Helens Council
Completion.	31 March 2027	St Helens Council

6. KEY ISSUES/CHALLENGES FOR RESOLVING

The Liverpool City Region Combined Authority (LCRCA) Project Board have approved the Gateway 3 submission of July 2023, authorising the schemes progression and pursuant to capital funding allocations.

Upon completion of the Arboriculture Impact Assessment (tree surveys) for both Chalon Way West the Temporary Bus Station and Peasley Cross roundabout sites, several low ecologically valued trees need felling before end of February 2024, due to bird nesting session. This activity is on the critical path, as construction works are scheduled for late Summer 2024. A new tree planting scheme has been identified for the Cowley Hill area of the Town, on a ratio of 2 for 1.

The temporary bus station portacabins require planning permission, a planning application will be submitted in early March 2024, for consideration at April's Planning Committee. All of the civil works and new bus shelters are classified as permitted development.

7. RISKS (new or raised)

Risk	Impact	Likelihood	Overall	Mitigation
Environmental	High	Possible		TEP was appointed to carry out tree surveys that may require felling at the Temporary Bus Station and Peasley Cross roundabout locations. Trees shouldn't be felled during bird nesting season (Mar-Sept), tree netting maybe required in Feb/March 2024 to mitigate the risk of programme delay, supported with a robust engagement plan.
Procurement Delay (Issue)	3+ Months	Occurred		ECI Contractor Design (and Build) award delayed due November 2023, complete in January 2024.
Design	3+ Months	Likely		Extent of redesign to Main Bus Station is significant following request from Merseytravel to amend layout (from Option 7O to 7P). This will require revisit of work previously undertaken at both RIBA Stage 2 and 3 and is expected to add approximately 3+ months to programme.
Affordability	High	Possible		Scheme costs are significantly higher than the LCRCA allocated budget – ongoing discussions with the CA; with phased approach

				planned for Local and Outer Active Travel Schemes (excluding Peasley Cross which is funded)
Unable to acquire 3 rd party land, or delays in doing so, impacts ability to deliver scheme	High	Unlikely		CPO Public Inquiry now complete and CPO approved. Land Acquisition Strategy is being refined and negotiations continue with landowners and tenants.
Lack of agreement on scheme designs between stakeholders – particularly Merseytravel and ECF	High	Possible		Key stakeholders attend monthly project progress meetings and discuss emerging designs. Design workshops established to seek agreement on key issues. Additional technical work to address Merseytravel concerns underway. Escalation to LCRCA if necessary.
Complex reporting routes results in delays in approvals processes at critical points in programme and loss of project sponsor	Moderate	Possible		Establish dedicated project governance arrangements, including a multi-organisational Board. CA Gateway governance now in place, for critical review. New Programme Manager reporting to both St Helens and LCRCA gateway processes.
Lack of alignment between ECF and connected places outputs creates delay and abortive work	Moderate	Possible		Reintegration of Connected Places programme into Design and Build contract for all Phase 1 works. Ongoing liaison between project teams, including attendance at ECF Board and Connected Places progress meetings. Joint consultant team between ECF and Connected Places projects. More integration between teams on shared objectives, and delivery outcomes.
8. OVERALL STATUS:				
Medium	<p>Procure delays with the award of the PCSA to Vinci have now delayed the scheme by a total of 3 months. Furthermore, the need to revisit RIBA 2 and 3 designs for the main bus station to meet the requirements of Merseytravel has added an estimated 3 months to the programme. The Council are working through the programme with both Vinci and ECF, and by next period will be able to advise on the full implications of this delay in terms of the start of site date for the new bus station.</p> <p>Not linked to the above, but also presenting risk to the programme is the length of time for the acquisition of properties, note that the CPO is in place and draft GDV prepared. Keppie Massie are working through this with specialists to seek out the optimal time for acquisition of properties once tenants have moved out having</p>			

	had adequate notice. Whilst this will delay the site access date (now forecast for Autumn 2024) it is unlikely to affect the start on site date for the new bus station, given the other concurrent delays identified above.		
9. OUTCOMES AND KPI's			
To be developed as part of the new Full Business Case required for LCRCA			
10. FINANCIAL VARIANCES			
Year to date actual costs incurred	£965,860		
Forecast outturn costs	Capital costings being developed as part of the current commissioned work with English Cities Fund, Vinci, Merseytravel, Liverpool City Region Combined Authority and St Helens Borough Council. £10.7m based on approved Business Case for permanent bus station only.		
Further information	Towns Fund = £3.25 City Region sustainable Transport Settlement (CRSTS) = £7.45m	Financial RAG rating	
11. SOCIAL VALUE			
Vinci's tender submission including a comprehensive package of social value measures aligned with the Council's adopted Social Value Policy (and associated TOMS framework). In addition, Mott MacDonald have provided a series of social value measures including learning and development opportunities for the Council's graduate resources, with additional local school engagement events and travel planning advice to be delivered.			
12. INFORMATION GOVERNANCE			
Governance Plan is now established (in place) with a successful incept Programme Board meeting for SHMMI held in November 2023, latest update meeting held on 24 January 2024 between the Council, English Cities Fund, Merseytravel and the Liverpool City Region Combined Authority. The core items discussed/approved include top risks and issues log, project summary update, high-level engagement strategy, and change control mechanisms.			
13. DECISIONS REQUIRED FROM THE EXECUTIVE			
To note the progress detailed above.			
14. CHANGES TO ORIGINAL SCOPE			
None			

Project F: Digital Infrastructure

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Town Centre Digital Infrastructure Project		
Report of:	Town Deal Board		
SRO:	Vicky Willett		
Project Lead:	Steven Sharples / Chris Founds from C J Founds		
Report Date:	February 2024	Reporting Period:	December 2023 - February 2024
Project Start Date:	August 2022	Project End Date:	March 2026
PID Completed:	Completed	Business Case Submitted:	5 th August 2022
1. PROJECT SUMMARY			
Implement a Digital Infrastructure network for the Town Centre aligned to the Town Investment Plan (TIP) and broader St Helens Council borough and regeneration strategies, while delivering the requirements outlined within the Grant Funding Agreement and Business Case.			
2. PROJECT HEADLINES			
<p>Paper submitted to the Council's Cabinet for 28 February 2024, in securing approvals to note project progress to date, permitted expenditure to be incurred, approve commencement of procurement activity to identify a preferred delivery partner and award associated contracts. Tender documents have been produced in partnership with Council's shared service procurement partner (STAR Procurement) following integration of appointed STAR procurement members into the Digital Infrastructure Project officer working group and Project Board. Procurement route and commercial model agreed by Project Board, with tender document architecture drafted, alongside with specification and pre-construction cost plan.</p> <p>It has been identified that due to internal resource pressures, additional external legal support is required for the Project. Freeths are currently being onboarded to the project to supply this additional support to assist with both the production of the contract and subsidy control note.</p> <p>Project Webpage and accompanying Frequently Asked Questions' have now "gone live" within Council's own website. A wider communication "campaign is in development" for the project. External webpage link: Digital Infrastructure Project FAQs - St Helens Borough Council</p> <p>Stakeholder engagement continues in line with Communications plan. The project will now sit within a wider 'Digital Communications Campaign' for the whole of the Council including the webpage and social media campaigns.</p>			

Business engagement continued with a Business Breakfast held on 18th January 2024 in collaboration with St Helens Business Chamber. Further Pre-Market warmup will continue to be progressed during February 2024.

The Digital Project team have engaged with all other Town Deal project leads in capturing their digital requirements in enabling their own successful project outcomes. This has information has been built into the digital projects emerging scope and specification tender documents. All “DIG Once” opportunities are being identified / explored with the other Town Deal projects, especially the St Helens Multi Modal Interchange project otherwise known as “Connected Places” due to a series of co-dependencies on the critical path for delivery.

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)

Achievements/activities completed:	Project Board meeting took place at beginning of January 2024. The next board meeting will take place 13 th February 2024.
	STAR procurement integrated into Digital Infrastructure Project team with clear roles and responsibilities outlined and defined with the Tender Document Architecture List. STAR Procurement are leading on and progressing with the draft Invitation to Tender documentation.
	Engagement with other Town Deal Project leads complete and information incorporated into the Digital Infrastructure Projects Specification and Scope of works documentation. Engagement will continue regularly to ensure that coordination of sites, while maximising “Dig Once” opportunities in minimising disruption to the local highway network.
	Pre-Construction plan in development.
	Approval of Contract Strategy & Procurement Route.
	Legal specialists “Freeths” engaged and onboarding process underway to provide legal support and expertise with contract development, due to lack inhouse; capacity/digital expertise from internal legal team.
	Business Breakfast attended in partnership with St Helens Chamber to engage with local businesses.
Slippage (give reasons):	It has come to light that the Cabinet Reports from July and November do not grant permission to enter into contract for the build of the Project. This has resulted in a Cabinet Report being required for which the process will take until March 2024. This has pushed the procurement going live from Jan 2024 – March 2024.

4. ACTIONS AND OUTPUTS FOR NEXT 2 MONTHS

Activity	Programme Milestone	Owner
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Launch Webpage	February 2024 - Expected	Project Team		
Tender documents produced and finalised	February 2024	Project Team		
Commercial and evaluation models approved	February 2024	Project Board		
Cabinet approval for procurement	February 2024	SRO		
Market warming	March 2024	Project Team		
Tender Go Live	March 2024	Project Team		
5. ACTIONS AND OUTPUTS FOR REMAINDER FOR 2024				
Activity	Programme Milestone	Owner		
Expected Tender launch	March 2024	CJ Founds		
Tender returns	July 2024	CJ Founds		
Evaluation End	August 2024	CJ Founds + STAR Procurement + SHBC Team		
Contract awarded	October 2024	SHBC Legal		
Works commence	December 2024	Appointed Contractor / Supplier		
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
<p>Contract format and suite of associated supporting documents to be agreed and finalised between CJ Founds, St Helens Legal Team, Freeths and STAR Procurement.</p> <p>Cabinet Decision required to permitted expenditure to be incurred, approve commencement of procurement activity to identify a preferred delivery partner and award associated contracts. Due date for approval is 28 August 2024.</p>				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
No float within programme resulting in compressed activities and limited flexibility for overrun or slippage	Medium	Likely		<p>Development of a project programme alongside a Cost Plan and project objectives.</p> <p>Control measures in place Project team review programme weekly. Mini programmes for Procurement Route and Cabinet Sign off.</p>

				Programme reviewed at Project Board monthly.
Form of contract to be agreed amongst Project Team and SHBC Legal, then approved by Project Board	High	Medium		<p>CJ Finds produced an Options Paper to outline the different Contract Options available with recommendations. Further discussions required to come to a decision.</p> <p>Control measures in place Additional Legal Support has been sourced from Freeths (currently being onboarded). Standard form the New Engineering Contract (NEC) to be adopted. This is a series of contracts designed to manage a civil engineering project from start to finish, with the aim of preventing costly disputes.</p>
The project becomes unaffordable based on the defined specification, time constraints and variable costs of materials (inflation)	High	Unlikely		<p>Development of a Cost Plan and Programme cohesive with the design specification, project milestones and objectives.</p> <p>Control measures in place CJ Finds now produced baseline programme and cost plan. Contract Model agreements to be cross revised against comments provided and revised objectives. Programme and cost plan to be reviewed monthly (project Board) and revisions issued to capture changes in time, cost, and quality</p>
Internal SHBC Resource Availability - BAU and huge amount of ongoing activity across SHBC strain resources such that decisions are slow and untimely	High	Unlikely		<p>Maintain team continuity. Senior Responsible Owner, Project Manager and supporting staff positions have already been identified. Clear set of deliverables and expectations for the Project Team.</p> <p>Control Measures in Place: Annual leave calendar developed to ensure availability of key people at relevant times. Weekly project teams review actions As and when pinch points occur, escalate to SRO, and agree prioritisation with relevant heads of service/leads.</p>

Comms and stakeholder engagement not aligned / joined-up with wider Town Deal Programme	Medium	Unlikely		Discussions around the wider Towns Deal Programme comms plan commenced and in motion. Control Measures in place Jayne Taylor invited to the DIP Programme Board to ensure a SHBC Comms perspective /guidance is available.
8. OVERALL STATUS:				
Medium	The overall status is amber, until a construction delivery partner has been appointed and a detailed delivery programme and cost scheduled received in mitigating the existing known risks.			
9. OUTCOMES AND KPI's				
<p>Project Objectives</p> <p>Achieves equality relative to borough wide connectivity metrics for fixed connectivity and improves the ability for improved mobile connectivity by 2025.</p> <p>Enables public services to be delivered digitally within the Town Investment Plan intervention area.</p> <p>Increase economic productivity within the Town Investment Plan intervention area (as measured by turnover per worker per year) 3.8% by 2030.</p> <p>Delivers the digital requirements of the Town Investment Plan aligned to St Helens digital strategy.</p> <p>Ensures that there is Gigabit capable fixed connectivity direct to the new St Helens town centre bus station.</p> <p>Develop a Corporate social responsibility (CSR) strategy through procurement and contracting arrangements, working with the appointed suppliers (and wider St Helens and Liverpool City Region organisation) to delivery benefits to residents and communities.</p> <p>ANNEX TO THE HEADS OF TERMS: PROJECTS WITHIN SCOPE OF THE TOWN DEAL July 2021 - Digital Infrastructure – Provision of full fibre broadband across St Helens borough to link in with the proposed Liverpool City Region Backhaul Network</p> <p>Expected outputs and outcomes (subject to review following tender returns on scale, scope, and affordability):</p> <ul style="list-style-type: none"> • Construction jobs created -100 (10 construction and technology jobs) • Homes connected to full fibre – 42,500 (5,800 Homes with access to full fibre) • Businesses connected to full fibre - 4,780 (2,423 business connected to full fibre) 				
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	£0.082M	Professional fees for scheme development.		
Forecast outturn costs	£2.5M			

Further information	None	Financial RAG rating	
11. SOCIAL VALUE			
<p>As part of the tender process, the Project Team will identify social value targets to be fulfilled by the supplier upon being awarded the Contract, which will be derived from St Helens Social Value TOM's Framework. The Social Value Priorities of the council will be converted to Key Performance Indicators (KPI's), which will form a key schedule of the tender documents. The potential suppliers will be expected to outline within their response how these will be achieved and scored. Upon contract award, the successful supplier will be monitored on their delivery of these social value KPI's through established Governance process (including Contact Board Meetings and Highlight Reports).</p> <p>The Project Team will provide more detailed information relating to the Social Value TOM's selected within the next Highlight Report.</p>			
12. INFORMATION GOVERNANCE			

