

**Minutes of**                      **Leyland Town Deal Board**

**Meeting date**                **Wednesday, 9 March 2022**

**Members present:**        Charles Hadcock (Chair)  
                                 Councillor Paul Foster - South Ribble Borough Council  
                                 Claire Lowe - UCLan  
                                 Peter Gardner - C&W Berry  
                                 Adrian Walsh - Leyland Trucks  
                                 Liam Ferguson - NW Projects  
                                 Nik Puttnam - Maple Grove  
                                 Neil Conlon - Conlon Construction  
                                 Karl Worsley - DWP  
                                 Tim Cahill - Runshaw College  
                                 Katherine Fletcher MP

**Officers:**                      Mark Lester (Director of Commercial) and Rachel Salter  
                                 (Service Lead (Development and Business)))  
                                 Clare Gornall – Democratic and Member Services Officer

**Other attendees:**            Eden Duggan – Office of Katherine Fletcher MP

## **10    Welcome and Introduction**

The Chair welcomed everyone to the meeting.

## **11    Apologies for absence**

Apologies were received from:

Paul Foster, Federation of Small Businesses  
Anne Marie Parkinson – LEP  
Jeremy Clay – Bodycare Stores  
Bernie Keenan – Progress Housing

## **12    Declarations of Interest**

There were none.

## **13    Minutes of meeting 10 February 2022**

The Board considered the draft minutes of the meeting held on 10 February 2022 which had been circulated with the agenda.

Katherine Fletcher MP raised some issues and suggested that the Minute 5 be amended as follows:

- that details of the fully recorded vote be included in the minutes
- to record her concerns regarding the lateness of the information being presented given that the Board was being asked to sign off the Business Case

- to include the request for further information in relation to the Business Case which was subsequently emailed to the Board for comment.

The Chair emphasized that the Board was not the legally accountable body and Katherine Fletcher MP agreed. Members agreed it was important to clarify this point in the minutes.

Further to this Councillor Foster indicated that legally the Council must be the accountable body – it cannot be the Board.

It was highlighted that the timetable for submission was set by the Government, that development of the business case had been an iterative process and Board members have been provided with the latest version of the information at each stage.

With regard to the request for further information to support the Business Case, it was agreed that all possible information would be shared with the Board, however some information would be kept confidential due to the commercial sensitivity in respect of the interests declared by some Board members.

RESOLVED:- That, subject to the inclusion of the above amendments and points of clarification, the minutes of 10 February 2022 be agreed.

## **14 Progress / Design Update**

Rachel Salter, Service Lead (Development and Business) gave a verbal update on progress and specifically design. She indicated that the structured principles for each of the buildings needed to be set out and that this would require a lot of mediation work.

RESOLVED:- That the update be noted.

## **15 Stakeholder Consultation Update**

Rachel Salter, Service Lead (Development and Business) gave an update on the forthcoming schedule of events with regard to Stakeholder Engagement. She highlighted an engagement event “Meet the Buyer” being held on 28 April 2022, which was aimed at contractors interested in tendering for works. She also highlighted a stakeholder engagement on design planned for 10 May 2022.

Arising from this Katherine Fletcher MP expressed concerns about the pricing / funding model of the Town Deal projects in light of influential factors such as the current conflict in Ukraine. She enquired as to whether there were any contingency plans in the event of funding issues in the future. Councillor Foster responded that risk / contingencies had been built into the pricing policy in liaison with the cost consultants. He stressed that in the event of contingencies there were several options available.

The Chair stressed that the Board's priority was still to deliver the project and no cuts had been planned. Katherine Fletcher MP welcomed the news but she expressed

concern if there were budgetary issues towards the end of the programme, it might jeopardise some of the work e.g. public realm.

She also referred to the planned housing building and construction works and enquired as to whether it would be possible to minimise traffic and disruption to businesses on Hough Lane e.g. by rerouting construction vehicles. The Board were informed that Rachel Salter was already consulting with local businesses on Hough Lane in order to minimise disruption.

The Chair stressed that heavy construction work would commence early in the project in accordance with the programme, which would cause some disruption, but this would reduce over time and therefore, the restricted access and disruption would not last whole 5 years. He suggested however that we could stress to construction companies to put up appropriate screens etc to keep disruption to a minimum.

Councillor Foster also stressed in response to concerns expressed about possible budgetary constraints towards the end of the programme, the planned schedule of works ensures that income generating projects are completed first and public realm projects in the final stages. Neil Conlon, Conlon Construction concurred that in projects of this type, public realm works come towards the end.

Nik Puttnam agreed with the Chair's points and indicated that he would be happy to sit down with the professional team and advise on the sequencing of work.

Liam Fergusson made the point that all construction etc. was governed by the Council's planning regulations and conditions imposed at the planning application stage. The local businesses and residents must be informed of any disruption and further they would be able to report any breaches of planning conditions to the Council. Andy Walker also pointed out that public consultation was a key part of the planning process. Councillor Foster informed the Board that the Council was consulting with local businesses regularly and invited Katherine Fletcher to share her feedback with Rachel Salter's team.

Councillor Foster also referred to the need to upgrade existing utilities as per of the new house building, hence the reason for the delay prior to carrying out the public realm works. In addition, a Section 278 agreement is required with Lancashire County Council to carry out public realm works which takes 6 – 12 months to get signed off.

Arising from the discussion Adrian Walsh raised an issue with regard to sensitive information sometimes being withheld due to the conflict of interests of some members. The Chair stressed that all information had been shared with the Board, there were only certain elements of procurement detail omitted which would have presented a conflict of interest for some members at the procurement stage.

The Board were reminded that the Council is bound by procurement regulations, and as such is unable to compromise its position. The Chair stressed that subject to conflict of interests as stated above, if any individual members are concerned he would be happy to arrange for information to be shared.

**RESOLVED:-** That the update be noted.

**16 Date of next meeting**

The next meeting will be held in June 2022, date to be confirmed.

Chair

Date