

Leyland Town Deal Board

Wednesday, 1st March, 2023, 8.00 am

Wheel Room, Civic Centre, Leyland, PR25 1DH and via Microsoft TEAMS

Agenda

1 Apologies

2 Minutes of the last meeting

Minutes of 14 December 2022 attached for approval.

3 Progress Update

To include update on discussions regarding market traders following the last meeting.

4 Risk Register

5 Any other business

6 Date of next meeting

(Pages 3 - 6)

Chris Sinnott
Chief Executive

Electronic agendas sent to Members of the Leyland Town Deal Board

The minutes of this meeting will be available on the internet at www.southribble.gov.uk

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| Minutes of | Leyland Town Deal Board |
| Meeting date | Wednesday, 14 December 2022 |
| Members present: | Charles Hadcock – Roachbridge Ltd (in the Chair); Councillor Paul Foster – SRBC Councillor James Flannery – SRBC Councillor Jane Bell – SRBC Christine Holmes – Leyland United Reformed Church Karl Worsley – DWP Tim Cahill – Runshaw College Neil Conlon – Conlon Construction Nik Putnam – Maple Grove Katherine Fletcher – MP for South Ribble Claire Lowe – UCLAN Peter Gardner – C&W Berry Councillor Michael Green – Farington Parish Council |
| Officers: | Ian Leivesley, Director (Commercial Services), Rachel Salter (Strategic Lead (Future Investments)), Portia Taylor-Black (Business Engagement Officer), and Clare Gornall (Democratic and Member Services Officer) |
| Observers: | Eve Burt – Office of Katherine Fletcher MP |

24 Welcome

The Chair welcomed everyone to the meeting.

25 Apologies

Apologies were received from:

Liam Fergusson – NW Projects
Adrian Walsh – Leyland Trucks
Anne Marie Parkinson - LEP
Jennifer Clough – SRBC.

26 Minutes of last meeting

The minutes of the meeting held on 14 October 2022 were agreed as a correct record.

Agenda Item 2

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27 Procurement - Expression of interest

The Chair informed the Board of an email received from a company providing design and construction consultancy framework services and expressing interest in becoming a delivery partner for the next phase of the project.

The email had been circulated to all members of the Board prior to the meeting.

The Board discussed the matter and it was stressed that the project already had an effective procurement framework in place.

It was therefore unanimously AGREED not to take up the offer and to proceed with the Board's own procurement framework.

28 Progress Update

Rachel Salter referred to the information compiled on a power point presentation circulated prior to the meeting. The presentation informed members that following approval of the business cases, officers and the professional design team had been reviewing the phasing strategy / programme. The review of the programme continued to address the following:

- Minimise disruption to the Town Centre
- Consider the feedback from the market traders and businesses
- Minimise conflict between the different procurement packages
- Ensure that the public finishes to the town centre are correctly programmed to ensure they aren't impacted by the overall construction

The information outlined the revised programme and forward plan.

It was AGREED that members be invited to respond with any concerns as regards the revised programme by 23 December 2022, and subject to there being no issues or objections raised, to proceed with the revised programme in the New Year.

An enquiry was then made about engagement and consultation with Leyland Market Traders. Rachel Salter indicated that the café would be most impacted by the proposals and arrangements for a kitchen would need to be made.

Generally, the market traders were positive about the changes. She stressed that disruption would be kept to a minimum and that officers were looking to use Balfour Court car parking area for relocating.

The Chair emphasized the need for traders to be visible and comfortable and so it was important that temporary accommodation be suitably robust. Rachel Salter added that security and seasonal considerations were also key factors.

The Chair encouraged all Board members to visit and engage with market traders as they were a key part of the project.

It was AGREED that Rachel Salter provide details of current proposals to relocate market traders.

Agenda Item 2

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29 Risk Register

The latest version of the Risk Register was circulated for information. Rachel Salter updated the Board on recent developments.

Members with any additions or amendments to the Register were reminded to email Clare Gornall, Democratic and Member Services Officer with details.

30 Any Other Business

The Chair informed the Board of a promotional business event entitled “South Ribble Hotspots” taking place Thursday 15 December 2022 at 8am, held at AMRC North West, Samlesbury Enterprise Zone. The Chair explained that the event would be a roundtable discussion hosted by a Panel including himself, Michael Conlon (Conlon Construction), Shane Friend (Stone Create) and others. The event will appear over three pages in the Jan – Feb 2023 issue of Lancashire Business View magazine.

Rachel Salter, Portia Taylor Black were also attending.

Councillor Flannery indicated he was able to attend.

Nik Putnam said he would try and get a representative from the Eric Wright Group to attend.

It was AGREED that Board members email Anna King from Lancashire Business View magazine with discussion points today.

31 Date of next meeting

The next meeting will be held on Wednesday, 1 March 2023 at 8.00am in the Civic Centre, Leyland.

Chair

Date

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