



MEETING OF THE ST HELENS TOWN DEAL BOARD

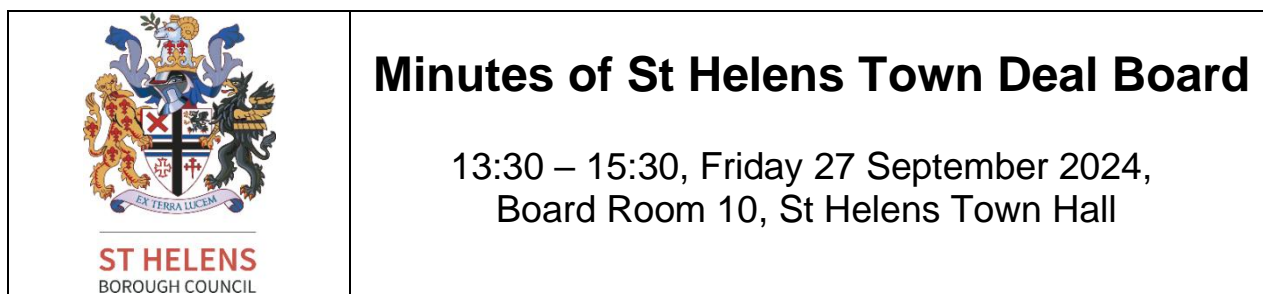
Date:	Friday, 15 November 2024	
Time:	16:00 – 18:00	
Location:	Board Room 10, St Helens Town Hall, Victoria Square, WA10 1HP	
Invitees		
Name	Role	Organisation
Board Members		
Neil Butler	Chair	St Helens Town Deal Board
Councillor Anthony Burns	Deputy Chair and Leader of the Council	St Helens Borough Council
Marie Rimmer, MP	Member of Parliament	Member of Parliament, St Helens South and Whiston
David Baines, MP	Member of Parliament	Member of Parliament, St Helens North
Councillor Richard McCauley	Cabinet Member for Inclusive Growth and Regeneration	St Helens Borough Council
Councillor John Hodgkinson	Member Champion for Local Business	St Helens Borough Council
Kath O'Dwyer	Chief Executive	St Helens Borough Council
Cath Fogarty	Executive Director, Corporate Services	St Helens Borough Council
Steve Coffey	Chief Executive	Torus
Jennifer Greenan	Director	E-Verve Energy Ltd
Justin Hill	Chief Executive	St Helens YMCA
Richard Katz	Chief Executive	Glass Futures
Gill Smith	Regional Director	AtkinsRealis
Daniel Bimpson	Senior Investment Manager	Liverpool City Region Combined Authority
John Tabern	Project Director	Cannington Shaw Preservation Trust CIC
Rachel Yeates	Engineering Project Controller	MBDA
Kate Farnell	Director	Ubique Risk Management Ltd
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 Town Centre	St Helens Borough Council
David Saville	Programme Lead – Transport and Infrastructure	St Helens Borough Council
Stephen Higham	Programme Lead – The Gamble and Town Deal	St Helens Borough Council
Dean McGauley	Project Officer, Town Deal	St Helens Borough Council
Rachael Buckley	Partnerships Officer	St Helens Borough Council
Donna Wilby	Finance Business Partner – Regeneration	St Helens Borough Council

Project Sponsors/ Leads		
Matt Whiteley	Town Centre Living and Regeneration	English Cities Fund
Jamaila Hussain	Healthy Communities: Health Innovation Hub	St Helens Borough Council
Sarah Taylor	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 Zone	YMCA
Observers		
Callum Heaps	Area Co-ordinator	Department for Business and Trade (formerly BEIS)
Ste Tant	Deputy Area Lead	Department for Business and Trade (formerly BEIS)
Chris Founds	Infrastructure Director	CJ Founds Associates
Iain Taylor	Project Manager	IMT Consulting
Stuart Rogers	Town Centre Living and Regeneration	English Cities Fund
Apologies Received		
Neil Butler	Chair	St Helens Town Deal Board
Kath O'Dwyer	Chief Executive	St Helens Borough Council
Justin Hill	Chief Executive	YMCA

AGENDA

Item	Title	Lead
1.	Welcome and Apologies	Chair
2.	Declarations of Interest	Chair
3.	Minutes of the previous Town Deal Board meeting held on 27 September 2024 (Page 5)	Chair
4.	Matters Arising and Action Log (Page 15)	Chair
5.	Minutes of Town Deal Steering Group held on 25 October (Page 17)	Chair
6.	Town Deal Finance Report (Page 23)	DW
7.	Ministry of Housing, Communities and Local Government (MHCLG) Performance Return (Page 32)	SH
8.	Healthy Communities Update (Page 34)	SH/JH
9.	Project Highlight Reports (Page 37) 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 – Sarah Taylor Di Youth Facility – Justin Hill Dii Health Innovation Hub – Jamaila Hussain E Connected Places – David Saville F Digital Infrastructure – Vicky Willett	SRO and Project Leads
10.	Any Other Business	All
11.	Date of Next Meeting: 28 February 2025	Chair

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Board Members in Attendance:

Neil Butler – Chair, St Helens Town Deal Board
Councillor Anthony Burns - Deputy Chair and Leader of the Council, St Helens Borough Council
David Baines, MP - Member of Parliament, St Helens North
Councillor Richard McCauley - Cabinet Member for Inclusive Growth and Regeneration
Councillor John Hodgkinson - Member Champion for Local Business, St Helens Borough Council
Kath O'Dwyer - Chief Executive, St Helens Borough Council
Jan Bakewell – Director of Legal & Governance, St Helens Borough Council (Deputising for Cath Fogarty)
Steve Coffey – Chief Executive, Torus
Jennifer Greenan – Director, E-Verve Energy Ltd
Gill Smith – Regional Director and Project Management Service Lead, AtkinsRealis
John Tabern – Project Director, Cannington Shaw Preservation Trust CIC
Kate Farnell – Director, Ubique Risk Management Ltd

Local Authority Representation:

Sean Traynor - Director of Strategic Growth, St Helens Borough Council
Mary Jefferson - Head of Regeneration and Growth, St Helens Borough Council
David Saville – Programme Lead – Transport and Infrastructure, St Helens Borough Council
Stephen Higham - Programme Lead – The Gamble & Town Deal, St Helens Borough Council
Dean McGauley - Project Officer, St Helens Borough Council
Rachael Buckley - Partnerships Officer, St Helens Borough Council
Donna Wilby – Finance Business Partner - Regeneration, St Helens Borough Council

Project Sponsors/ Leads:

Matt Whiteley – Town Centre Living and Regeneration
Wayne Longshaw – Health Innovation Hub
Jamaila Hussain - Health Innovation Hub
Sarah Taylor – The World of Glass
Vicky Willett – Digital Infrastructure

Observers:

Chris Founds – Infrastructure Director, CJ Founds Associates
Iain Taylor – Project Manager, IMT Consulting

1. WELCOME – CHAIR

Neil Butler (NB) welcomed Members to the meeting as the new Town Deal Board Chair and thanked John Tabern for his hard work and commitment during his tenure as Town Deal Board Chair.

1a. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Board Members

Cath Fogarty – Executive Director, Corporate Services, St Helens Borough Council
Marie Rimmer MP - Member of Parliament, St Helens South and Whiston
Justin Hill - Chief Executive, YMCA St Helens
Richard Katz – Chief Executive, Glass Futures
Rachel Yeates – Engineering Project Controller, MBDA

Project Sponsors/ Leads

Walter Coxon - Glass Futures 2 (SINA Medical Glass)
Daniel Bimpson – Investment Manager, Liverpool City Region Combined Authority

Local Authority Representatives

Lisa Harris – Executive Director, Place Services, St Helens Borough Council
Robert Gatensbury - Programme Lead, St Helens Borough Council

Observers

Ste Tant - Department for Business and Trade
Callum Heaps – Department for Business and Trade
Stuart Rogers - Town Centre Living and Regeneration
Chris Bishop – Town Centre Living and Regeneration

2. DECLARATIONS OF INTEREST

The following attendees declared conflicts of interest:

Councillor John Hodkinson - Member of Planning Committee
John Tabern – Cannington Shaw
Councillor Richard McCauley - Town Centre Living & Regeneration
Gill Smith – The Gamble Building and Town Centre Living & Regeneration
Kate Farnell – Connected Places

3. MINUTES OF THE PREVIOUS TOWN DEAL BOARD MEETING HELD ON 24 MAY 2024

Decision: Town Deal Board approved the minutes of the previous Town Deal Board Meeting held on 24 May 2024.

4. MATTERS ARISING AND ACTION LOG

NB informed the Board that the outstanding action for the Board to have sight of the new Health Innovation Hub Business Case as soon as possible is now complete and will be discussed during today's meeting.

The Chair stated that there is one other outstanding action, which is for Peasley Cross Roundabout design changes to be shared with the Town Deal Board in advance of being publicly available. David Saville (DS) informed the Town Deal Board that updated designs of Peasley Cross roundabout are now available to share with the Board and this will be actioned following the meeting. The updated design features signalised crossings on three arms of the roundabout to make it easier for cyclists and pedestrians to cross the road.

Moving forward, the improvement scheme will not form part of the Town Deal Connected Places programme and will instead be solely funded by the Liverpool City Region Combined Authority.

Councillor McCauley (CM) thanked DS and his team for the work achieved on the project to date and the Board acknowledged that it will no longer form part of the Town Deal programme.

Action: DS to share the updated Peasley Cross Roundabout designs with Town Deal Board.

5. MINUTES OF TOWN DEAL STEERING GROUP HELD ON 13 SEPTEMBER 2024

Town Deal Board acknowledged the minutes of the Town Deal Steering Group held on 13 September 2024.

6. HEALTHY COMMUNITIES' HEALTH INNOVATION HUB REVISED BUSINESS CASE

Jamaila Hussain (JH) presented the item. JH stated that the revised Health Innovation Hub Business Case details plans for a new Health Innovation Hub in the town centre, which will provide a great offering overall. It will provide access to education and skills development to enable the career development of social care staff and support the much-needed growth overall in the local health and social care (H&SC) workforce.

Wayne Longshaw (WL) informed the Board that he has been involved with the project since its inception and will, therefore, also provide an update. The original Business Case had the same vision, which was to attract people into employment and careers in the H&SC sector. The original project Business Case included plans to build a new Health and Innovation Hub at the St Helens College Campus; however, this did not proceed due to the cost of the original plan and, therefore, alternatives were considered. This led to St Helens Borough Council (SHBC) purchasing the former Clickworks building on Hardshaw Street instead.

WL said that the revised Business Case still delivers high value for money with a Benefits Cost Ratio (BCR) of 2:0:1. The revised Business Case remains strategically similar to the original Business Case. Should Town Deal Board approve the revised Business Case, the project team would start procurement works as soon as possible.

Given that the St Helens Chamber went into administration in March 2024, options to deliver the Business Connect element of the project are currently being reviewed and an alternative partner is being sought. The original aim for Business Connect was to provide 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.

Kate Farnell (KF) asked what the St Helens Chamber involvement in relation to the project was. In reply, WL advise that the St Helens business base has limited engagement with the significant value NHS related supply chain opportunities and that the St Helens Chamber were going to be a partner to help resolve this. The Business Connect element of the project will deliver an incubation hub for businesses where businesses can receive support in relation to developing their business and understanding the routes to market used by the NHS. JH stated that this is also about getting local businesses working together and enabling them to be prepared for opportunities.

CM asked what plans are in place for strengthening the local Social Care Workforce. WL explained that the project is tailored to attract those people who are not necessarily attracted to college courses, and also people who want to explore other career options. The Academy Hub will have an attractive and visible presence in the town centre and, therefore, it is hoped that people will come into the hub and have a conversation about working in

H&SC and learn more about the sector. The Academy will train the public and provide them with skills and opportunities to progress through the ranks in the H&SC sector. It is hoped to be a welcomed and complementary addition to what schools and colleges already provide.

WL added that demand for care and therefore the need for H&SC jobs is expected to increase in the coming years. There is already a high proportion of people in the H&SC system in St Helens and the Health & Care Innovation Hub want to increase further staffing capacity and improve pay in the Borough.

JH stated that Social Care will support career progression in the industry and this project is a step towards getting people interested in H&SC jobs.

Decision: Board approved the revised Business Case for the Skills Academy and the process for identifying an alternative delivery partner for the Business Connect element of the project.

7. HEALTHY COMMUNITIES HEALTH INNOVATION HUB CAPACITY FUNDING REQUEST

WL presented the item, stating that the project team need to progress works on the Health Innovation Hub and approving the request would enable architects to progress with the Skills Academy refurbishment.

The project team have engaged with Property Services and Ellis Williams Architects Ltd (EWA) who have been procured through the NHS. EWA have an excellent track record, are quality assured and have demonstrated value for money throughout the procurement process.

WL highlighted that the Capacity Funding Request report provided to Town Deal Board states that the Health Innovation Hub Building will open in Spring 2025 and that this is incorrect. It is now envisaged that the building will open in Summer 2025 and the report will be amended to reflect this.

WL explained to the Board that the Capacity Funding Request form at Appendix B breaks down the full costs.

KF asked WL what Social Value opportunities are there. WL reported that procurement elements have not yet been drawn up but there will always be an element of social value within NHS projects and Social Value will be factored in during the procurement phase.

KF asked what benefits the project will bring back to St Helens. WL commented that an update on social value will be provided in due course. This will become clearer when an end supplier is appointed. Future highlight reports will show progress regarding Social Value.

Decision: Town Deal Board approved capacity funding to the value of £86,118.08 to enable Ellis Williams Architects Ltd (EWA) to provide expertise and assist with planning in order to progress the refurbishment within the timescales of the project.

Action: The Capacity Funding Request report provided to Town Deal Board states that the Health Innovation Hub Building will open in Spring 2025 and that this is incorrect. It is now envisaged that the building will open in Summer 2025. The report will be amended to reflect this.

Action: WL to bring further details to the Town Deal Board in relation to the Social Value plans on this project.

Action: Social Value information to be included in future Steering Group and Board meetings when available.

8. CANNINGTON SHAW NO.7 BOTTLE SHOP CAPACITY FUNDING REQUEST

John Tabern (JT) outlined that the Trust is facing continuing revenue overhead costs, compliance costs and delivery costs. The ask is that St Helens Town Deal Board release capacity funding to support this.

CM asked how much money is left overall in relation to capacity funding for the project. DW stated that the Capacity Funding to the value of £24,655 is money already allocated to the project and no further Town Deal funding will be available once the remaining funding has been released.

KF asked what time period this funding cover will. JT stated that it will cover a six-to-seven-month time period.

KF asked what does the funding cover and does it cover the remainder of the project. JT confirmed that the funding will cover mainly project management staffing costs relating to the project during that period.

Decision: St Helens Town Deal Board approved capacity funding to the value of £24,655 reserved for the project to support revenue running costs for the remainder of the Town Deal project period.

9. TOWN DEAL FINANCE REPORT

DW informed the Board that the report shows a mid-position for actual expenditure to date against Town Deal Grant Funding, capturing all changes since the previous Town Deal Board Meeting in May 2024.

The report provides Board with an update on the financial position in relation to Town Deal grant funding approved by the Ministry for Housing, Communities and Local Government (MHCLG). 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.

All funding has been allocated to projects. The latest position on expenditure to date as of August 2024 is shown in Table 1 of the report. Full forecast projections will be updated for the next Town Deal Board meeting in November once the position is confirmed as at the end of September.

Total spend equals £4.2 million with the programme overall still having a significant amount left to spend, although it is expected that this will escalate imminently. The meeting of the Town Deal Board in November will cover this in more detail.

DW then updated Board Members on the latest changes to Government guidance on Project Adjustment Requests (PAR's). MHCLG now ask that any financial reprofile requests are reported as part of the performance monitoring returns including the changes above 30%. Unless outputs and outcomes have reportable changes, this change in isolation will not require its own PAR.

KF asked what the consequences are of not spending all of the Town Deal and what confidence do we have in doing so.

DW stated that all funding needs to be spent by March 2026 and it is expected that all funding will be spent by the deadline. DW added that further detail will be provided at the next Town Deal Board as financial profiling is provided in six monthly tranches. Stephen Higham (SH) commented that expenditure across the programme will accelerate in quarter three and four of 2024/2025 as projects such as Cannington Shaw and SINA will by then be undertaking physical works on their respective sites.

Decision: St Helens Town Deal Board:

- i. Noted the financial position for actual expenditure to date against the Town Deal grant funding.**
- ii. Noted the change in process to reprofile the expenditure following the publication of an updated guidance note from Government.**
- iii. Approved the financial changes requested by Project Managers as in the following bullet points (these are also within the Project Manager highlight reports):**
 - Cannington Shaw requested to draw down the remaining grant funding available of £24,655 reserved for the project in order to support revenue running costs through the Town Deal project period.**
 - Cannington Shaw requested for an amendment to the funding approved in the Business Case and Grant Funding Agreement to utilise £43,000 as match funding for the Heritage Lottery Skills Academy from the Town Deal grant.**
 - SINA Medical Glass requested to amend the budget headers originally approved for the capacity funding.**
 - SINA Medical Glass requested to change the Grant Funding Agreement draw down profile.**
 - Health Care & Innovation Hub requested an early draw down of the main capital grant to support the architect costs for next stages of planning and design for £86,118 (as per item 3 on today's agenda).**
 - Health Care & Innovation Hub – the revised delivery partner will be the Mersey and West Lancashire Teaching Hospitals NHS Trust rather than St Helens College. (Please note – Once the business case is approved, the grant funding agreement will need to be in place in order to distribution funds. This will require Council Cabinet approval).**

10. PROJECT HIGHLIGHT REPORTS

A (i) SINA Medical Glass (Glass Futures Phase 2)

Iain Taylor reported that works at the SINA site are now underway. The works delivery programme has commenced as highlighted in the report. The first two vial manufacturing machines have been ordered. Equipment will arrive in the coming months and clean rooms will be completed. Procurement on the third and fourth vial manufacturing machines has now started.

To allow the full Town Deal grant claim within the Town Deal Grant period scope changes to the project are required. IT stated that there is an ask to change the percentage intervention rate in the Grant Funding Agreement from 50% to 85% to allow the claim against procured items such as machinery.

Decision: Board approved the increase grant rate from 50% to 85% to allow claim against procured items. Board also noted the progress as detailed in the Highlight Report.

A (ii) Cannington Shaw #7 Bottle Shop

JT reported that the project team have been extremely busy appointing a contractor to conduct works on the structure of the building. Clan Construction were formally appointed on 25 September 2024 and will be on site from 30 September. JT explained that it has taken eight years of hard work and commitment from the team to reach this point and the project team are very pleased. Successful temporary acquisition of part of the Tesco car park has also been achieved. The Board acknowledged the significance of the work that has been completed to date and the good progress highlighted within the report.

Decision: Board noted the progress as detailed in the Highlight Report.

B: Town Centre Living & Regeneration

CM reported key achievements during this period such as the vacant possession of the Swan Public House on 1 October 2024. The Hope Centre has now relocated, and vacant possession has been achieved meaning that demolition works can commence as soon as possible. CM stated that contractors are now on site in the Hardshaw Centre and have begun asbestos surveys, soft strip works and electrical works, all of which is progressing well.

Matt Whiteley (MW) highlighted the power requirements across the project and the whole Town Deal Programme. Bethells are on site delivering a substation with related cabling works and a review is taking place to ensure that electrical power supply will be able to meet the future uses within the Phase 1 scheme and the wider regeneration programme being delivered in the town.

The hotel management and franchise agreements were exchanged on 27 September 2024 as was Temporary Bus Station Phase Contract (and the related Works Contract between ECF and Vinci). The Enabling Works Phase Contract will follow. Completion of this will enable progress on the main enabling works packages, including the handover of the site to Vinci and demolition of the Hardshaw Centre. Vinci have reported delivering £287,343.00 of Social Value to date.

Jennifer Greenan (JG) asked if any studies have been carried out in relation to renewable energy on site. MW stated that the buildings within the project are specified to the highest possible standards and, therefore, this has been taken into account. JG asked if it would be possible to view the energy plans/renewable energy plans for the Town Centre Living & Regeneration project. MW confirmed that plans can be shared as soon as they have been developed and are available.

Action: MW to share Town Centre Living & Regeneration energy/renewable energy plans with the Board as soon as they have been developed and are available.

Decision: Board noted the progress as detailed in the Highlight Report.

C: Heritage World - The World of Glass

Sarah Taylor (ST) stated that the project completed in August 2023 and the team are now focusing on outputs and outcomes such as visitor numbers.

KF asked for further detail about the snagging lists reported in the highlight report. ST

reported that all the actions on the snagging list have now been completed. The snagging list was active for twelve months and this has now been completed and final payment has been made to Creative Core.

CM suggested a site visit to the World of Glass for all Board Members and the opportunity for members to visit other Town Deal project sites in the future.

Action: SH and DM to organise visits for Board Members to all Town Deal project sites.

Decision: Board noted the progress as detailed in the Highlight Report.

D (i) Healthy Communities - Youth Hub

SH reported that the Council have formally commissioned Atkins Realis to carry out RIBA Stage 2 design works and this will be completed imminently. The project team are currently engaging with potential service users. The Youth Hub will be on the lower ground floor of the Gamble Building with the archive and the library on the upper ground floor.

SH stated that the next key milestone will be the start of RIBA stage 3 works in November through to the new year.

Decision: Board noted the progress as detailed in the Highlight Report.

D (ii) Health Innovation Hub

WL reported that most of the key points from the highlight report were covered in the two Health Innovation Hub reports earlier in the meeting. Key points from the highlight report include high level refurbishment plans and associated costs provided to support business case review and the Capacity Fund Request submitted for Board approval outside of the meeting to enable commissioning of architects and refurbishment process to commence.

Decision: Board noted the progress as detailed in the Highlight Report.

E: Connected Places

DS reported that St Helens Borough Council (SHBC) has now secured £35.407m from the Liverpool City Region Combined Authority for the St Helens Multimodal Interchange project. The funding includes £32.702m for the new permanent bus station and public realm, and £2.705m for the temporary bus hub during the build phase. Council Cabinet approval for the grant is scheduled for 24 September 2024.

Phase 1 of the Interim Movement Strategy traffic orders and civil works has been deployed. Other upcoming key points highlighted by DS included finalising concept designs for the permanent bus station. Consultation works with the public will progress throughout the Autumn in relation to this. The project team have already consulted with user groups and Youth Parliament. K'OD thanked DS for the excellent and comprehensive consultation methods which meant for example, extensive consultation with service users and youth parliament. This was echoed by both DB and NB.

Decision: Board noted the progress as detailed in the Highlight Report.

F: Digital Infrastructure

Vicky Willet (VW) reported that positive progress has been made during this period with shortlisting and Tender Evaluation and Moderation completed successfully. Phase two is underway and the clarification and notification process is currently taking place.

Final builds should take place in October and November 2024 and VW reiterated the positive position of the project currently. VW concluded the overview by asking the board for any questions and stated that Chris Founds (CF) is in attendance to answer any technical questions that the Board may have.

CF informed the group that the project team are working closely with BDUK and people in government to shape the project and look at incentives for people locally such as rural and urban voucher schemes to incentivise businesses to have better digital connectivity in Town Centre premises. This will provide further opportunities for local businesses.

11. ANY OTHER BUSINESS

SH asked if project leads can please meet reporting deadlines in a timely manner. He added that this cycle of reporting has been challenging due to project leads not meeting our required deadlines and this has caused an unacceptable delay in the meeting papers being circulated to Town Deal Board Members.

DATE OF NEXT MEETING

The next St Helens Town Deal Board will take place on 15 November 2024.


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ITEM 4

Matters Arising Action Log

ITEM NO. & TITLE	ACTION	LEAD	STATUS	COMMENT
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	Complete	Design changes circulated to Board along with November Town Deal Board pack.
7. Healthy Communities Capacity Funding Request	The Capacity Funding Request report provided to Town Deal Board states that the Health Innovation Hub Building will open in Spring 2025 and that this is incorrect. It is now envisaged that the building will open in Summer 2025. The report will be amended to reflect this.	CK/SH	Complete	Capacity Funding Request has been updated.
7. Healthy Communities Capacity Funding Request	Further Social Value plans and details to be presented to the Town Deal Board for the Skills Academy.	JH/CK	In Progress	Information will be shared once available.
10. Project Highlight Reports – Town Centre Living and Regeneration	Share Town Centre Living & Regeneration energy plans/ renewable energy plans with the Board as soon as they have been developed and are available.	MW	In Progress	Information will be shared once available.

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 <p>ST HELENS BOROUGH COUNCIL</p>	<h2>Minutes of St Helens Town Deal Steering Group</h2> <p>14:00 – 16:00, Friday 25 October 2024</p> <p>Held at Dream Room, St Helens Town Hall</p>
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Invited Attendees:	
PROJECT MANAGERS AND SPONSORS	
John Tabern	Cannington Shaw
Stuart Rogers	Town Centre Living and Regeneration
Matt Whiteley	Town Centre Living and Regeneration
Sarah Taylor	The World of Glass
Stephen Higham	Youth Zone
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	
Mary Jefferson	Head of Regeneration and Growth (Chair)
Vicky Willett	Director, Policy & Transformation
Jamaila Hussain	Director, Adult Social Care
Donna Wilby	Finance Business Partner, Regeneration
Rachael Buckley	Partnerships Officer
Dean McGauley	Project Officer
Robert Gatensbury	Programme Lead – St Helens Town Centre
Kate Farnell	Programme Manager, St Helens Multi Modal Interchange
APOLOGIES RECEIVED	
Vicky Willett	Director, Policy & Transformation
Steven Sharples	Digital Infrastructure
Walter Coxon	SINA, Glass Futures 2
Sarah Taylor	The World of Glass
John Tabern	Cannington Shaw
Kate Farnell	Programme Manager, St Helens Multi Modal Interchange

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from JT, ST, VW, SS, KF, SR and WC. It was noted that there was no representation from the Cannington Shaw project or The World of Glass due to annual leave.

3. TOWN DEAL FINANCE UPDATE

DW presented the Town Deal Finance report, which provides an update on the financial position in relation to Town Deal grant funding approved by the Ministry of Housing Communities and Local Government (MHCLG). The total of £25m available includes £23.75m capital grant and £1.25m revenue grant.

DW presented Table 1 documenting the latest position on expenditure to date as of September 2024 and Table 2 documenting both revenue and capital funds allocated to each project.

MJ requested that all project leads confirm that they agree with the financial positions in each table. Project Leads for SINA Medical Glass, Healthy Communities, Connected Places, Youth Zone all agreed the financial positions of projects in the finance report.

CF agreed with the overall digital profiling but said that the £26k spend from 2024/2025 appears to be slightly over the actual figure. CF and DW agreed to address this following the meeting. MW agreed to review the report in respect of the Town Centre Living and Regeneration Project and report back to DW with any required changes on 28/10/2024.

It was agreed that the Cannington Shaw Project revised forecast would be confirmed following the Steering Group as JT was not able to attend.

DW discussed the Town Deal performance returns section of the Finance Report, informing the group that Town Deal performance returns will be used by MHCLG to assess whether delivery is on track in financial terms. If the profile moves by over 30% into the last financial year at a project level, a Project Adjustment Request will no longer be required. However, if this is above 40% it could trigger a deep dive review into the project, which is part of the Levelling Up Assurance framework. DW requested a narrative from Project Leads where their projects are exceeding the 40% threshold.

A discussion took place around Town Deal reporting dates and reporting on financial information and highlight reports in a timely manner. It was agreed that greater consistency is needed in relation to reporting information and that the reporting process needs to be streamlined. DM agreed to work with the Steering Group Members, Officers, and Project Leads to create a schedule for finance and performance reporting in 2025.

ACTION: CF and DW to agree Digital Infrastructure profiling outside of the Steering Group Meeting.

ACTION: MW agreed to review the report in respect of the Town Centre Living and Regeneration Project and report back to DW with any required changes on 28/10/2024.

ACTION: DW and JT to agree the Cannington Shaw element of the Finance Report following the Steering Group Meeting.

ACTION: All Project Leads to review the Town Deal Finance Report narrative and figures in Tables 1 and 2, confirming financial positions with DW by close of play on Wednesday 30 October.

ACTION: DM to share reporting schedule and timetable for all meetings, finance and MHCLG Performance Reporting soon as possible

ACTION: MW, DS, CF and SH to share narrative in relation to projects exceeding 40% threshold detailed in Section 5.3 of the report.

4. TOWN DEAL PERFORMANCE RETURN

DM presented the item and stated that the performance monitoring template is to report on activity between March and September 2024. The template has been circulated to all Project Leads in early October for completion. All Project Leads have now updated this, and the document will be presented to Town Deal Board on 15 November 2024.

5. HIGHLIGHT REPORTS AND UPDATES

A.i SINA Medical Glass - (Glass Futures Phase 2)

IT informed the group that overall delivery is in good shape with works to the building progressing well as the main roof works are underway and the lean-to roof has been removed. SINA attended an international trade show. Procurement of machines 3 and 4 to commence this year and the appointment of GWB to advise on EU procurement is underway.

Factory testing of the vial machines will now take place in December and January with it being likely that both machines are delivered on site in February 2025. SH asked about the change of the equipment delivery dates and if it was of any concern. IT assured Steering Group that the change is due to Christmas shutdown in at the machinery factory site in Italy for two weeks. Once equipment is on site at SINA, a press release will be required. IT stated that SINA are on track to become the first occupier in the LCR Investment Zone.

A.ii Cannington Shaw No 7 Bottle Shop

Town Deal Steering Group noted that the Project Lead sent apologies for the meeting. The Board noted the good progress made with the contract for the principal contractor now being signed and works commencing on site. MJ challenged the rating of all three of the project risks and queried whether they should remain green or show as amber. SH agreed, his view, noting caution and construction works during the winter, on a heritage asset in poor repair and condition, should have a higher risk status. It was agreed that the Programme Lead would discuss this with the JT on his return.

B Town Centre Living & Regeneration

MW presented the report. Key progress to note included that phase 1 pricing is underway and scheduled to be finalised in November. Reserved Matters approval scheduled for approval at December committee. Vacant possession – lead focus around enabling contract. Scope of enabling works now agreed with Vinci. Pre-demolition surveys (Asbestos) have been completed. Site preparation works are progressing for the new substation to support demolition.

C Heritage World – The World of Glass

Steering Group noted that the Project Lead sent apologies for the meeting and noted progress in highlight report. The project has completed, and the key action is to continue to monitor outputs (visitor numbers) for 2024/2025 full year.

Di Healthy Communities – Youth Hub

SH stated that RIBA 2 design works are now complete and entered into a 'design freeze', which will allow time to cost the designs that have been developed to date. This work will be presented to Directors on 16 October then to Councillors on 31 October. If these meetings are successful, the project team hope to be in a position to commence RIBA 3 in November.

A small working group has been established to plan the decant of the basement (specifically the Archive) in the new year. This is scheduled to be completed by April 2025 to fit in with the programme of establishing the Youth Hub by March 2026. Dialogue has also commenced around the preparation of an enabling works contract that will help prepare the building in advance of the major construction and refurbishment works. MJ commented on the red risks, in particular the reference to future operating model – SH is engaging with DW on this matter.

Dii Healthy Communities – Health Innovation Hub

WL and CK informed the Steering Group that work with architects is continuing and the refurbishment of 4-6 Hardshaw Street will commence in the new year. Ongoing activities include engagement workshop with stakeholders to support design/delivery of services/resources provided from the building.

SH is scheduled to meet with Amion Consulting week commencing 28 October 2024 to discuss the update of the business case. SH will also pick up revenue status with Steve Berlyne following the new government's budget on Wednesday. SH commented that previous work in relation to the Business Connect element of the project commissioned by St Helens Chamber and asked that this be used to shape the project. Team is now able to re-commission the work and update the Business Case for Business Connect. MJ requested a one-page update on the Business Connect element of the project to present to Town Deal Board on 15 November.

ACTION: SH and DM to write update paper on Health Innovation Hub focusing on the Business Connect element to be presented at Town Deal Board on 15 November.

E Connected Places

DS informed the group that SHBC has now secured the remaining funding package from LCRCA and the Grant Funding Agreement is being agreed. RIBA Stage 5 design works for the temporary bus hub are now complete. RIBA stage 4 design works for the new SHMMI have recently been signed off by the Board. VINCI and the newly appointed Project Manager, KF, are currently developing hostile mitigation measures for the SHMMI, and the access egress points around the new facility.

Pre-consultation on the temporary bus hub is taking place and a local accessibility consultation has been completed. Wider consultation events are taking place week commencing 28 October 2024. Civils works have commenced construction works on the temporary bus hub on Chalon Way.

DS advised Steering Group that further amendments are needed to the finance section of the Connected Places Highlight Report.

ACTION: DS to update finance section of Connected Places highlight report.

F Digital Infrastructure

CF provided an update on the Digital Infrastructure project. The tender process with two bidders has been completed. Information regarding the two bids has been returned and the

team is currently reviewing the bid. Moderation session to be held on 28 October 2024 with the wider team, with a proposed contract award by November and project site start early in Jan 2025. Early indications from Tenders received are that delivery of a network is achievable within the 15 month period from Jan 2025 to Mar 2026.

Business Case review is underway to ensure that new expected outcomes are captured and reflected in any required Project Adjustment Request. MJ commented that the risks documented in the highlighted report are too high. CF confirmed that he is often over cautious with the ratings of risks, and it was agreed that these will remain the same. The project team will look to plan communications and a press release from the end of November 2024 and a press release will be completed once the contract has been awarded.

5. ANY OTHER BUSINESS

DW asked if the previous Steering Group minutes and an action log could be included on the agenda for future Steering Group meetings. Whilst minutes are shared in advance, it would be helpful to have them as a reminder on the agenda. MJ confirmed that this should be actioned.

ACTION: DM to include previous Steering Group minutes and action log to future Town Deal Steering Group agendas.

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Town Deal Finance Update November 2024

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 Ministry of Housing, Communities and Local Government (MHCLG). The total of £25m available includes £23.75m capital grant and £1.25m revenue grant. Accounting considerations for the Council will report via the Capital Programme and revenue budgets as appropriate.

2 Recommendations for Decision

Board is recommended to:

- i. Note the financial position for actual expenditure to date against the Town Deal grant funding and variance based on the expected expenditure to 30 September 2024.
- ii. Note the forecast position which is reported to MHCLG as part of the performance monitoring.
- iii. Note the position on profiled forecast expenditure from March 2023 to September 2024

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 in respect of the Council's position as the accountable body.

4 Total Funding - Town Deal Grant Funding Update

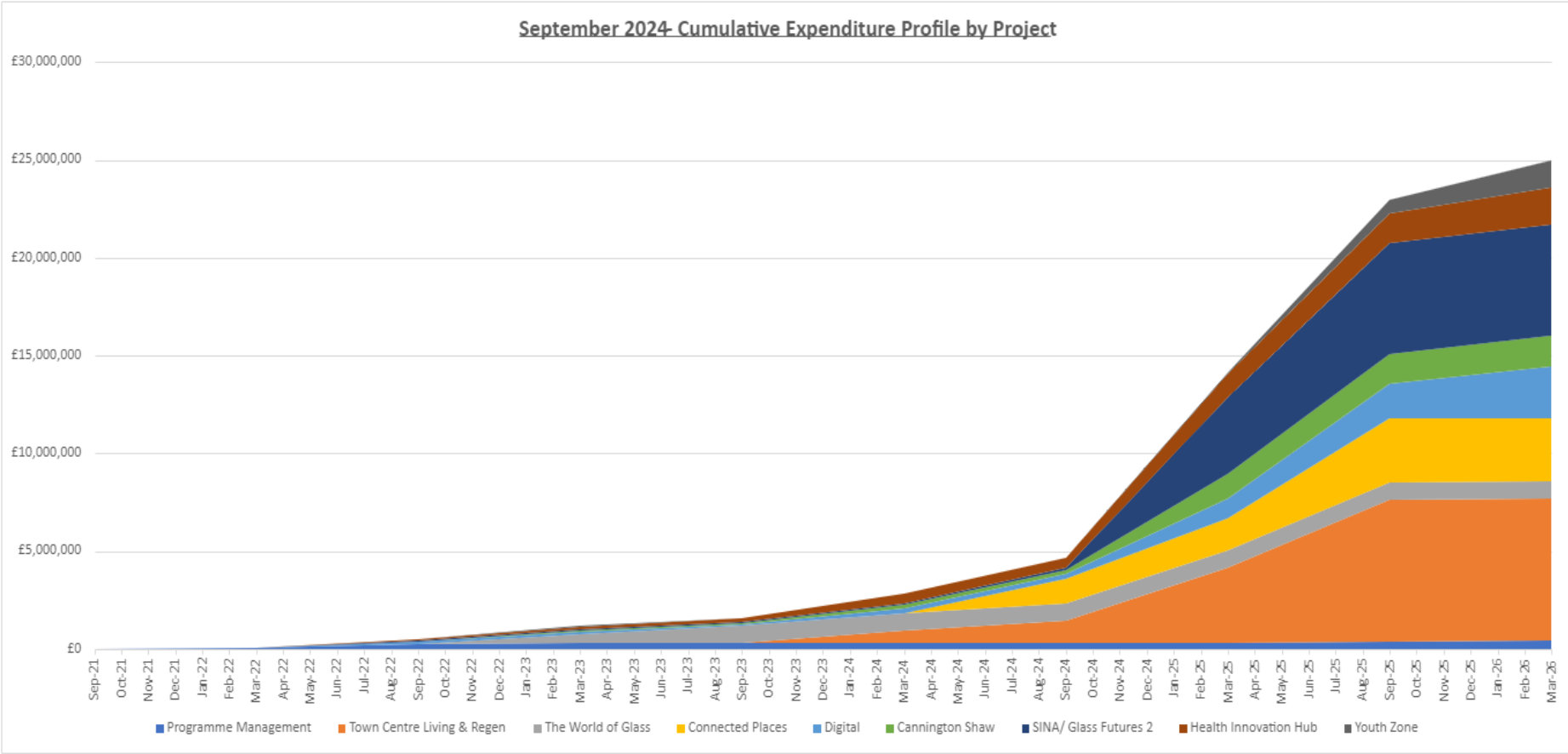
4.1 All Town Deal Grant Funding has been allocated to projects. The latest position on expenditure to date as of September 2024 is shown in Table 1 below. This also compares with the position expected by the same period that was reported to the May 2024 Town Deal Board meeting, variance applied, along with the percentage expenditure incurred against the full grant available.

Table 1	Total Project Budget	Expenditure Expected by September 2024 (Reported as March DLUHC Return)	Actual Expenditure by September 2024	Variance (-ve in red = delayed expenditure)	% of Grant Spend to date	Reason for Significant Variances
Project	£	£	£	£	%	
Programme Management	443,571	330,379	300,340	(30,039)	68%	
Town Centre Living & Regeneration	7,240,000	4,481,544	1,125,059	(3,356,485)	16%	Demolition of Hardshaw Centre delayed. Review of a phasing approach is underway.
The World of Glass	890,000	890,000	890,000	0	100%	
Connected Places	3,250,000	0	1,281,012	1,281,012	39%	Accrued ECF expenditure is now included for design and professional fees.
Digital Infrastructure	2,605,748	695,189	259,073	(436,116)	10%	Tender period has been extended for the main contract award.
Cannington Shaw	1,596,178	446,123	163,123	(283,000)	10%	The assurance period has been extended, and next tranches of grant funding will be released to the Trust as per the main Grant Funding Agreement. Principal contract has now been awarded.

Table 1 Project	Total Project Budget	Expenditure Expected by September 2024 (Reported as March DLUHC Return)	Actual Expenditure by September 2024	Variance (-ve in red = delayed expenditure)	% of Grant Spend to date	Reason for Significant Variances
	£	£	£	£	%	
SINA/ Glass Futures 2	5,693,502	2,662,002	143,181	(2,518,821)	3%	Reprofiled expenditure following the delays with the lease on the building. First grant claim has been submitted and paid to SINA Medical Ltd in October 24. The revised timing of grant drawdowns and variation to the Grant Funding Agreement were approved at the September Town Deal Board meeting.
Health Innovation Hub	1,903,000	616,432	497,520	(118,912)	26%	Business Case approved at Town Deal Board for Skills Academy and the next steps are the grant funding agreements with MWL NHS Trust in order to release funds as deployed. Business Connect cash flow deferred until 2025/26.
Youth Hub	1,378,001	415,501	15,749	(399,752)	1%	Design work still progressing for Youth Hub element within the Gamble Building. Expenditure deferred until 2025/26.
Totals	25,000,000	10,537,170	4,675,057	(5,862,113)	19%	

4.2 The forecast in Table 2 below has been collated in collaboration with all Project Managers. This includes both revenue and capital grant funding allocated to each project. For completeness in reporting and clarity for projects, the associated government required performance return, shows the capital elements individually and the revenue elements all within the Programme Management line.

Table 2- Actual and Accrued Expenditure to September 2024 and Projected to March 2026	2021/22	2022/23		2023/24		2024/25		2025/26		Totals
	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	Apr- Sep	Oct- Mar	
	Actual/ Accrued £	Actual/ Accrued £	Actual/ Accrued £	Actual/ Accrued £	Actual/ Accrued £	Actual/ Accrued £	Forecast £	Forecast £	Forecast £	
Programme Management	73,975	148,318	68,655	850	1,226	7,316	38,482	52,375	52,375	443,571
Town Centre Living & Regeneration	0	0	0	0	671,444	453,615	2,678,843	3,436,098	0	7,240,000
The World of Glass	0	44,550	443,500	401,950	0	0	0	0	0	890,000
Connected Places	0	0	0	0	0	1,281,012	391,934	1,577,054	0	3,250,000
Digital Infrastructure	0	82,138	0	0	150,308	26,627	707,836	851,245	787,594	2,605,748
Cannington Shaw	0	56,815	0	0	106,308	0	1,150,610	161,220	121,225	1,596,178
SINA/ Glass Futures 2	7,000	35,750	25,400	9,750	26,440	38,841	3,744,801	1,805,520	0	5,693,502
Health Innovation Hub	0	45,045	119,023	0	304,952	28,500	689,596	310,884	405,000	1,903,000
Youth Zone	0	1,000	14,749	0	0	0	65,252	648,500	648,500	1,378,001
Totals	80,975	413,616	671,327	412,550	1,260,678	1,835,911	9,467,354	8,842,895	2,014,694	25,000,000



5 Town Deal Performance Returns

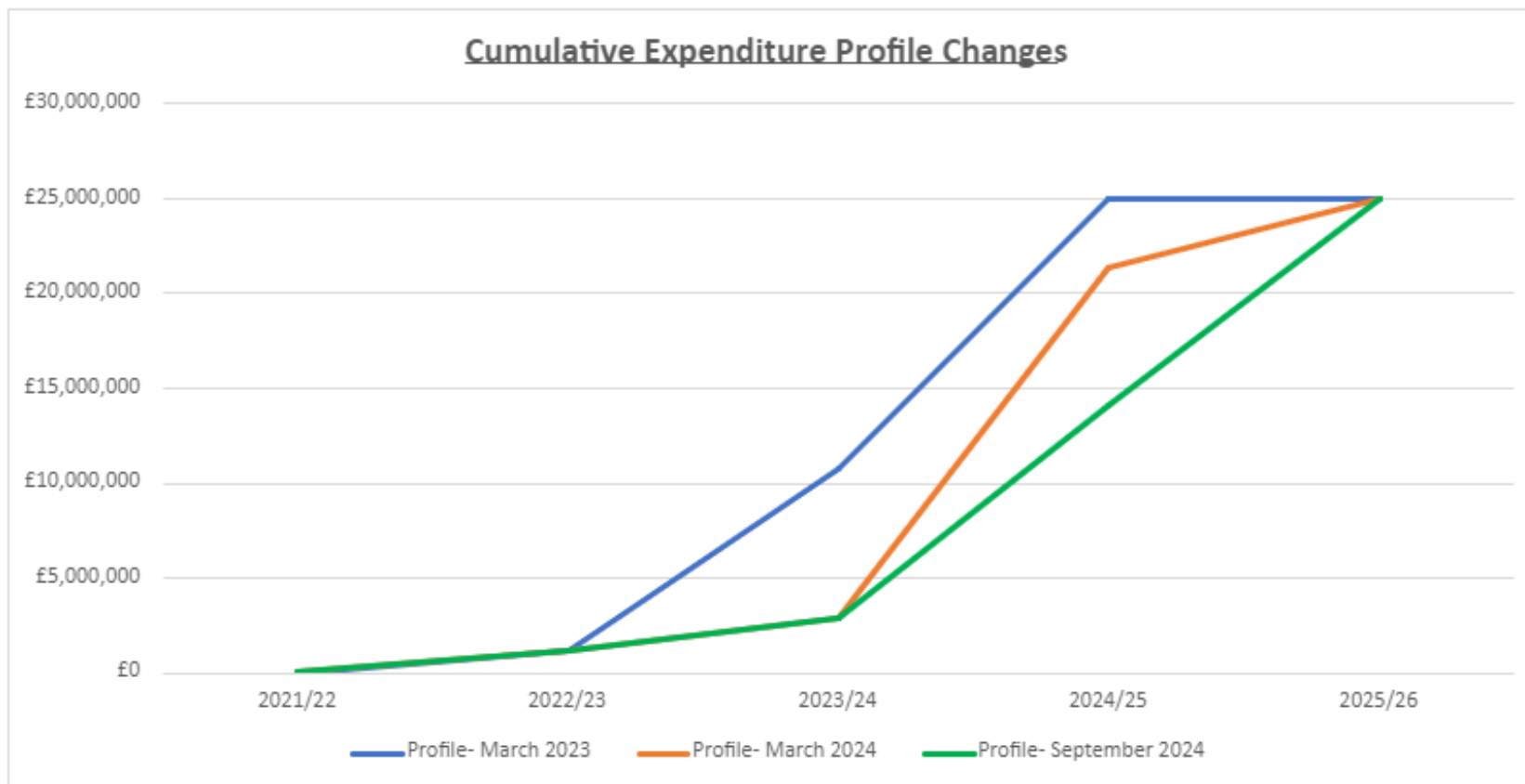
- 5.1 Town Deal performance returns will be used by MHCLG to assess delivery is on track in financial terms. If the profile moves by over 30% into the last financial year at a project level, as described at the September 2024 Town Deal Board meeting, a Project Adjustment Request will no longer be required. However, if this is above 40% it could trigger a deep dive review into the project, which is part of the Levelling Up Assurance framework.
- 5.2 Based on the financial profiles above on the most recent projections, and the previous financial profile reported to DLUHC, the change position is as follows for each project. The highlighted projects have the most significant movements on a percentage basis into financial year 2025/26. We have worked closely with Project Managers to ensure that these forecasts are robust and will be met over the remaining duration of the programme.
- 5.3 The process to report revised financial expenditure profiles to Central Government is via the performance return.

From Re-profiling in March 23		Grant Moved into 2025/26	
Project	Total Town Deal Grant	Value	% of Project
Programme Management	£1,250,000	£255,611	20.4%
Town Centre Living & Regeneration	£7,240,000	£3,436,096	47.5%
The World of Glass	£890,000	£0	0.0%
Connected Places	£3,250,000	£1,577,054	48.5%
Digital Infrastructure	£2,500,000	£1,615,229	64.6%
Cannington Shaw	£1,370,000	£242,700	17.7%
SINA/ Glass Futures 2	£5,500,000	£1,755,850	31.9%
Health Innovation Hub	£1,703,000	£678,047	39.8%
Youth Zone	£1,297,000	£1,297,000	100.0%
Totals	£25,000,000	£10,857,589	43.4%

- 5.4 Below are the reasons behind the movements of expenditure into 2025/26, for those highlighted above, which have been provided by Programme and Project Managers.
- 5.5 **Town Centre Living & Regeneration** - Some delays were incurred due to the need to complete the Development Proposal Notice and Phase Contract for the Enabling Works that will allow demolition works on the Hardshaw Centre to progress in the New Year and in line with the required Town Deal programme timeline. Alongside the above, there was also a delay in receiving technical approval from Scottish Power Energy Networks (SPEN) in relation to the new sub-station from April until August 2024. These works are now progressing but challenges with ground conditions and uncharted services (now resolved) have served to prolong the duration of the works.
- 5.6 **Connected Places** - This project benefits from a strategic blend of funding, with a significant portion coming from the Liverpool City Region Combined Authority's (LCRCA) City Region Sustainable Transport Settlement. The Town Deal grant is crucial in supporting the design and construction of the new permanent St Helens Multi-Modal Interchange, while initial specific funding allocations from the LCR cover pre-development and the temporary bus hub facility on Chalon Way West, which is expected to be completed by Spring 2025. In September 2024, the LCRCA approved revised costs and associated grant funding. By October 2024, the Council successfully acquired the necessary properties under the Compulsory Purchase Order vesting powers. Despite a delay of circa 20 weeks due to Value Engineering requirements for the temporary bus hub, finalising the Phase Contract with ECF, and legals between ECF and Vinci Construction including sub-contractors HA Civils, the project remains on track to deliver its objectives. The project team continues to seek programme efficiencies and solutions to ensure timely delivery.
- 5.7 **Digital Infrastructure** - The Digital Connectivity project is now in its final procurement stage. All bidders have submitted a detailed delivery programme and respective cost plans - now providing a much greater degree of spend certainty (than was originally forecast and reported back in March 2023). This has culminated from a more detailed and defined set of Clients requirements, more robust commercial model and accurate digital network layout. The actual spend in 2022/23 was £82,138 and in 2023/24 was £135,031 and made-up of development costs. The projected spend in 2024/25 is £767,676; and projected spend in 2025/26 is £1,591,943 excluding contingency allowance and is made up of development costs and works delivery costs. The figures above include the contingency. The works commencement date is forecast for early January 2025, with completion by January 2026. Whilst a preferred bidder is still being determined, all the bids received have confirmed they are able to deliver within the available budget and within the overall funding period. In addition, all bids have committed to deliver significant operational investment commitment, and social and community value to the overall Town Deal Programme. A detailed cost plan can be reviewed as required.
- 5.8 **Healthy Communities - Youth Hub** - The Youth Hub is behind its original programme as there were contractual issues following our procurement exercise to appoint Atkins Realis (to undertake our RIBA2 and RIBA3 design works). These issues have now been resolved and we have successfully entered into an NEC3 Professional Services Contract. The project is approximately 15 months behind the draft programme set out in the original Business Case but tangible progress is now being made with the design works.

RIBA3 is due to commence and will complete in Q4 2024/5. An enabling works contract will be developed for the project that will save time on our programme and improve cost certainty. This is programmed to commence in Q1 2025/26.

5.5 The below chart shows the overall cumulative expenditure and changes since reported back to Government in March 2023.



6 Conclusion

6.1 Board is recommended to note the contents of the report and overall financial position of the Town Deal grant funded expenditure.

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Town Deal Performance Report

November 2024

1. Summary

- 1.1 The agreement of Town Deal Board Members is sought for the submission of the fourth 6-monthly performance reporting template to government.
- 1.2 The reporting template forms part of a suite of assurance and monitoring documents that are submitted to government, on a 6-monthly basis, over the duration of the Town Deal Programme. The Performance Reporting Template relates to the period of 1 April 2024 to 30 September 2024.

2. Recommendations for Decision

Board is recommended to:

- i. **Approve the submission of the Performance Reporting Template at Appendix A for the reporting period 1 April 2024 to 30 September 2024.**

3. Purpose of this Report

- 3.1 This seeks the approval of Board Members to submit the attached performance report to government by the required deadline on 22 November 2024.

4. Background

- 4.1 With the Town Deal programme now in its delivery phase, there is a requirement to ensure that a robust monitoring and assurance regime is in place for individual projects to ensure that delivery is progressing successfully to time, quality and budget.
- 4.2 St Helens Borough Council has undertaken regular monitoring and assurance meetings with all the Project Leads for the eight Town Deal projects. The information gained from such has aided completion of the performance template spreadsheet, which forms an important part of the onward reporting of progress to Government.
- 4.3 The Performance Reporting Template, which is the fifth to be completed for the St Helens Town Deal programme, captures programme progress for the reporting period covering 1 April 2024 to 30 September 2024.
- 4.4 The submission deadline for the reporting template is 22 November 2024, the agreement of Board Members is sought in advance of this deadline in order that the required submission can be made.

5. Conclusion

- 5.1 St Helens Town Deal Board is requested to endorse the submission of the appended performance reporting template to Government which has been issued to Board Members via email as an attachment to the Town Deal Agenda Board Pack.

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1. Purpose of the report

- 1.1 To update the Board on progress to date with the Health and Care Innovation Hub and advise of next steps in relation to the Business Connect element of the project.

2. Recommendations for Decision

- i. **Approve consultancy costs of £7,578.75 associated with the Business Case refresh attached at Appendix B to this report.**
- ii. **Approve submission of a refreshed Business Connect Business Case to Town Deal Board on 28 February 2025.**

3. Background

- 3.1 The original Healthy Communities Health Innovation Hub Business Case was submitted to St Helens Town Board in November 2022 in respect of a project comprising of two strands, as follows:
- **Skills Academy** - Provision of new or upgraded education floorspace to deliver additional / enhanced training and associated engagement and careers information, advice and guidance, enabling more local people to enter and progress their careers in the health and social care (H&SC) sector.
 - **Business Connect** - A 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.
- 3.2 Town Deal Board approved a revised Business Case for the Skills Academy element of the project on 27 September 2024. This was due to the changes that have taken place since the original Business Case submission in November 2022 when the Business Case was based on a new build to house the Skills Academy. Given that the costs for the new build exceeded the funding envelope, an alternative option to house the Academy was required and St Helens Borough Council purchased 4-6 Hardshaw Street.
- 3.3 In March 2024, partners were advised that St Helens Chamber has been placed into administration and, therefore, would no longer be able to deliver the Business Connect element of the project. To ensure that Business Connect is still delivered, noting the considerable strategic importance to delivering on the borough's Inclusive Growth Strategy, a new delivery model is required.

4. Progress Update

- 4.1 A review of the proposals for the Business Connect element is underway. Whilst this element will be progressed as a strand under the Health and Care Innovation Hub project, it will do so under a separate Business Case.
- 4.2 Alternative locations to physically host Business Connect are being actively reviewed. The Council's Head of Economy is also engaged in consideration of the alternative options to deliver and operate Business Connect.
- 4.3 To assist this process, Amion Consulting have provided a quotation to revise the original Business Case to reflect the current situation and operating environment. Costings and further information is provided in a Capacity Funding Request, attached at Appendix B to this report.
- 4.4 An outline plan for the next stages of the project is provided below. Please note that this is subject to Town Deal Board approving the Capacity Funding Request

Business Connect	
Capacity Funding Request presented to Town Deal Board	15 November 2024
Revised Business Case Review works to begin	18 November 2024
Revised Business Case prepared	January 2025
Revised Health Innovation Hub Business Case Business Connect presented to St Helens Town Deal Board for approval	28 February 2025

5. Conclusion

- 5.1 St Helens Town Deal Board is recommended to approve the request of £7,578.75 to support the revision of the Business Connect business case through a commission to Amion Consulting, with a view to reviewing (and approving this) at the February 2025 Town Deal Board meeting.

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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, 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** – Overall, the SINA project is progressing well. The works delivery programme is now underway with main roof works having commenced. Building works expected to complete in January 2025. The first two vial machines have been ordered and are due for in-factory testing in December 2024 and January 2025, with delivery to site anticipated in February 2025.
- **A (ii) Cannington Shaw #7 Bottle Shop RAG rated Amber** – The period has seen a great deal of activity in relation to finalising the preferred contractor and the project team have now selected a preferred contractor to carry out works on the structure of the building. The contractor is now on site fitting out compound with welfare facilities and carrying out preliminary works.
- **B: Town Centre Living & Regeneration RAG rated Amber** – Substation planning applications and non-material amendments approved and enabling works package price approved at Cabinet. Pre-demolition surveys (Asbestos) have been completed.

Vacant Possession (VP) of the Hardshaw Centre has been achieved. Site preparation works are progressing for the new substation to support demolition and enabling works scope agreed with Vinci.

- **C: Heritage World - The World of Glass RAG rated Green** - Town Deal project completed in August 2023. Work will continue to monitor the outputs and outcomes of the project.
- **D (i) Youth Hub RAG rated Amber** – RIBA 2 design works are now complete and entered into a 'design freeze'. It is hoped that RIBA 3 will commence in the period. Dialogue has commenced around the preparation of an enabling works contract which will help prepare the Gamble Building in advance of the major construction and refurbishment works.
- **D (ii) Health Innovation Hub RAG rated Amber** – Engagement activities have been ongoing. Engagement workshop with stakeholders to support design/delivery of services/resources provided from the building. A revised Business Case was approved for the Skills Academy at September Town Deal Board. Architects commissioned to take forward refurbishment programme at 4-6 Hardshaw Street. Priority areas for service and resource development identified.
- **E: Connected Places RAG rated Amber** – Council approved grant funding acceptance of £35.407m from the Liverpool City Region Combined Authority at its Cabinet meeting held on 24 September 2024. The phased Developer Process Notice (DPN) between the Council and ECF is now signed/complete. RIBA stage 5 designs for Temporary Bus Hub along Chalon Way West are now complete. HA Civils site compound set-up along Chalon Way East and main civil works due to commence from late October 2024 with completion scheduled for Winter 2025. RIBA Stage 4 designs for the Permanent Bus Station including Gamble Square public realm area are in progress.
- **F: Digital Infrastructure RAG rated Amber** - The Digital Infrastructure Project tender is now closed on The NW Chest (tender portal). The tender has progressed to Stage 3 – FRT (final revised tender), with two credible bids returned. ITPN responses evaluated by the St Helens team and a proposed contract award by November and project site start early in Jan 2025. Business case review is underway and stakeholder engagement continues in line with Communications plan.

5. Programme Highlights

- 5.1 The Board is asked to note the overall positive progress being made with the programme.

Highlight Reports and Updates

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:	Glass Futures Phase 2 – Sina Medical Glass		
Report of:	Town Deal Board		
SRO:	Walter Coxon		
Project Lead:	Iain Taylor		
Report Date:	14 October 2024	Reporting Period:	September 2024 - October 2024
Project Start Date:	January 2021	Project End Date:	March 2026 (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 has entered into 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 circa £90m.</p>			
2. PROJECT HEADLINES			
<p>Key Actions and Progress Since Last Meeting</p> <ul style="list-style-type: none"> - SINA attended international trade show. - Factory Testing in December and January - likely now both machines delivered in February 2025. - Procurement of machines 3 and 4 to commence this year (appointment of GWB to advise on EU procurement underway) - Works to building progressing (main roof works underway, lean to roof removed). - Design of electrical, air and other systems underway. - First grant claim made. - Utility upgrades planned and being coordinated. 			

3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)				
Achievements/activities completed:	Works to building progressing (main roof works underway, lean-to roof removed)			
	Design of electrical, air and other systems underway.			
	Utility upgrades planned and being coordinated.			
Slippage (give reasons):	N/A			
4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS				
Activity	Programme Milestone			Owner
Update GFA to SINA	Agreed variation to GFA			St Helens / SINA
Works delivery programme	Various throughout 2024/25 ahead of the machines being installed in January			SINA
Consideration of future energy need	November 2024			SINA
Installation of additional power	November 2024			SINA/St Helens
5. ACTIONS AND OUTPUTS IN 2025				
Activity	Programme Milestone			Owner
Completion of buildings works	January 2025			SINA
Installation of machines 3 and 4	Q4 2025 (installed)			SINA
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
None.				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
AW Works Approvals	Moderate	Unlikely		Managed by Hill Dickinson. Use surveyor with experience of building.
Delivery of equipment	Major	Highly Unlikely		Close liaison with manufacturing company, site visits planned for in factory testing in January 2025.
Completion of works	Significant	Highly Unlikely		Roof works (critical path) commenced, planning for clean rooms and other elements supported by technical specialists appointed by SINA.
Installation of power	Significant	Highly Unlikely		Plinth installed and programme in place.
#. OVERALL STATUS:				
Medium				

9. OUTCOMES AND KPI's

Projected Outputs

- **Number of full time equivalent (FTE) permanent jobs created through the project** c350 overall, c180 from vial manufacture. 170 jobs connected to the furnace and tubing facility, subject to further government funding.
- **Amount of floorspace repurposed** – 1300 m2
- **# of learners/trainees/students enrolled at new education and training facilities** – 50

Projected Outcomes

- **Business investment** - £50m in financial year 2027/2028

10. FINANCIAL VARIANCES

Year to date actual costs incurred	23/24 - £89,161 24/25 - £36,741 (31/7/24)	IMT, Subsidy Control (JMW), Hill Dickinson, and Aspinall Verdi.	
Forecast outturn costs	£52,420 (unbilled utility costs, final legal account, IMT project management and phase 2 business plan costs). Plus, Capital costs not exceeding the allocation below.		
Further information	Capacity Funding £193,502 Town Deal Capital Grant £5.5m Private Match Funding £23.055m	Financial RAG rating	

11. SOCIAL VALUE

Create training and employment: SINA will create over first 18months of operation 170 new roles 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

Board to note the progress detailed in the report.

14. CHANGES TO ORIGINAL SCOPE

Timing - phase 1 to March 2026. Increase grant rate from 50% to 85% to allow claim against procured items.

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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:	11 October 2024	Reporting Period:	September 2024 – October 2024
Project Start Date:	June 2022	Project End Date:	March 2026
PID Completed:	Yes	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, Café/Restaurant, Innovation, and potential CHP plant.</p>			
2. PROJECT HEADLINES			
<p>The initial roll out of invitation to tender returned submissions which informed us that we would not be able to move forward with the scope of our plans due to the budgetary constraints. This necessitated a rescoping of our plans and reissuing of the tender document. A programme of value engineering was carried out to bring the project within the financial resources available. This has resulted in some slippage of project elements into phase 2 of the development; however, the overall aim of phase 1, to stabilise and repair the structure are being met.</p>			
3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)			
Achievements/activities completed:	Contract with Principal Contractor signed on 25 September 2024.		
	On track CHP feasibility study due for completion in November 2024.		
	Contractor on site fitting out compound with welfare facilities and carrying out some preliminary works.		
Slippage (give reasons):	Non-essential elements of phase 1 have now been moved to phase 2 due to budgetary constraints.		
4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS			
Activity	Programme Milestone		Owner
Preliminaries	31 October 2024		Clan Construction
Heritage Skills Academy start	30 November 2024		Groundwork

5. ACTIONS AND OUTPUTS IN 2025				
Activity	Programme Milestone			Owner
Stabilisation & repair works completed	April 2025			Clan Construction
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
N/A				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Risk that wider economic factors influence the deliverability of the project.	Moderate	Unlikely		Apply prudent approach to risk, apply above normal contingencies to construction costs. Raise additional funding via corporate engagement.
Procurement, tendering & project delivery	Moderate	Unlikely		Carried out a comprehensive programme of value engineering to bring project within budget parameters
Site insurance	Moderate	Unlikely		Insurance policy affected.
8. OVERALL STATUS:				
Medium				
9. OUTCOMES AND KPI's				
Projected Indicators			Quantity	
Number of public amenities/facilities created			2	
Number of learners enrolled in new education and training courses			210	
Number of visitors/audience members to cultural venues			5000 p/a from 2026/2027 to 2029/2030	
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	First allocation of Capacity Funding = £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. The PM has requested that		Financial RAG rating	

	the business case and grant funding agreement reflect £43,000 of NLHF match funding. This is now in progress.		
11. SOCIAL VALUE			
<p>CSPT opened the site to the general public as part of Heritage Open Day celebrations. The event took place on Saturday 7 September. 112 people attended our desk and chatted to the team, 100 people participated in more formalised group tours facilitated by John Tabern. 4 Group Tours were held throughout the day. Our visitors gave us feedback, here are a few examples of comments received on the day.</p> <p>“Very informative tour. Thanks”</p> <p>“It’s amazing – all this history on our doorstep! Keep up the good work. Thank you”</p> <p>“Really informative and it’s given me the interest to find out more about the glass industry. Thank you”</p> <p>“Amazing tour. Knowledgeable and friendly guide, amazing heritage asset”</p> <p>“Love it been waiting years to be able to visit”.</p>			
12. INFORMATION GOVERNANCE			
N/A			
13. DECISIONS REQUIRED FROM THE EXECUTIVE			
Town Deal Board to note the progress detailed in the report.			
14. CHANGES TO ORIGINAL SCOPE			
None.			

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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:	Matt Whiteley		
Report Date:	14 October 2024	Reporting Period:	September 2024 – October 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 50,000sq 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>Finance</p> <p>Approval to invest the MTFs budget of £69.2m for Phase 1 was granted at the Cabinet Meeting in September 2023. Vinci Construction are currently undertaking pricing of the project scope. This is being reviewed and a package of minor and enabling works are being brought forward.</p> <p>Formal offers from build to rent or registered housing providers are being sought for the residential subphase. The base position will be to revert to open market sales in the absence of an investment partner with delivery options currently being reviewed.</p>			
<p><u>Design and Contractor Procurement</u></p> <p>The final elements of the design co-ordination is due for completion in October 2024 which is predominantly the M&E design following the appointment of an M&E subcontractor. The main contractor, Vinci Construction, is currently undertaking pricing of the project utilising available Stage 4 design information, with pricing being completed by November 2024 as reported in the previous period.</p>			

The Reserved Matters planning submission is anticipated to be determined at Committee in November 2024. This is one month later than previously forecast. The design team continue to provide feedback and updated reports in response to comments received during the consultation process.

SPEN technical approvals have now been granted and the substation preparatory works have commenced.

Vacant Possession and Title Matters

Property interests captured in the CPO have been vested by the Council with vacant possession of the Hardshaw Centre achieved on 11 August 2024. Punch Taverns – Property was vested on 1 October 2024.

Legal Agreements

Cabinet approval was granted to enter the Hotel Franchise Agreement and Management Agreement in April 2024. This is forecast for completion in October 2024.

The variation to the Overarching Development Agreement (ODA) between ECF and SHBC was completed in September 2024 with the Phase Contract now being concluded for the Enabling Works.

Main Contract Procurement

Vinci Construction continue to deliver their services under the PCSA. The contract scope also includes the Connected Places deliverables including the 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 initial scope of works falls under ‘enabling works.’ This scope will reduce risk by allowing Vinci to undertake asbestos removal and undertake further site investigations ahead of the main contract award.

The enabling works pricing has been developed by the Vinci following the Cabinet approval in the previous reporting period.

Social Value

Overall social value generated to date - £287,535.

The social value action plans of the appointed main contractor have been embedded into the PCSA contracts with Vinci who has committed to providing £377,000 of Social Value from various initiatives throughout the PCSA period.

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

Achievements/activities completed:	<ol style="list-style-type: none"> 1) Variation to the ODA Completed 2) Vacant Possession (VP) of the Hardshaw Centre. 3) Pre-demolition surveys (Asbestos) have been completed. 4) Site preparation works are progressing for the new substation to support demolition. 5) Enabling Works scope agreed with Vinci.
Slippage (give reasons):	<p>Planning- delays to RM planning determination / approval due to wider Highways Drainage and adoptions of systems - design development is ongoing between consultants/ the Council and United Utilities. Strategy needs to be agreed on final adoption plans. Anticipated December 2024 Planning Committee.</p> <p>Site Establishment and Hoarding – Works commencement delayed until November 2024 due to additional time to complete the legal agreements between ECF and SHBC.</p>

4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS

Activity	Programme Milestone	Owner
Submission and approval to Development Proposal Notice and agree Phase Contract	December 2024	ECF/ SHBC
Complete hotel franchise and management agreements. Approval to exchange granted at April Cabinet	October 2024	ECF / SHBC
Approvals to commence Enabling Works Package	December 2024	SHBC
Reserved Matters planning consent	December 2024	ECF / SHBC
Design Development with the contractor partner	Ongoing to July 2025	ECF / SHBC
Relocation of the substations commencing	September 2024	ECF
Site establishment of the hoardings around the Hardshaw Centre	Following Enabling Works contract	ECF / Contractor

5. ACTIONS AND OUTPUTS IN 2025

Activity	Programme Milestone	Owner
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Commencement of demolition of the Hardshaw Centre	Q1 2025	ECF / Contractor
Submission and approval to Development Proposal Notice, and agree Phase Contract for Main Works	Q2 2025	ECF / SHBC
Commencement of main works	Q3 2025	ECF / Contractor

6. KEY ISSUES/CHALLENGES FOR RESOLVING

Please refer to risk section below.

7. RISKS (new or raised)

Highest Risks	Impact	Likelihood	Overall	Mitigation
Commercial submission by contractor exceeds budget allocation	Major	Likely		<ul style="list-style-type: none"> Viable opportunities to ensure costs are within the available funding envelope will be taken before works start Interim commercial update provided by contractor mid-November 2024. Council QS was appointed early September 2024 to monitor construction costs and advise of market trends. Early identification of opportunities.
Delay in determination of RM planning application	Moderate	Likely		<ul style="list-style-type: none"> Strategic level feedback from United Utilities and the Council on the adoption of drainage system required for consultants to inform detailed design. Determination not critical path. Implementation of approval in July 2025.
Delay in Cabinet approval to commence main works package	Moderate	Likely		<ul style="list-style-type: none"> Continual monitoring of programme to identify key milestone dates. Activity included in development programme Early commencement of pre cabinet approvals.

8. OVERALL STATUS:

Moderate	
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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 £5.690m (April 23)	Fees for masterplanning, 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

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:

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.

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.

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.

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.

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.

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 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.

Activities in the period include:

- Marketing of employment opportunities now live in St Helens Ways to Work window attracting local people for employment with several residents registering their interest.
- Vinci continue to employ staff who reside locally on the project along with an apprentice.
- Attendance at the ST Helens Business Expo in Sept 2024.

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

Town Deal Board to note the progress detailed in the report.

14. CHANGES TO ORIGINAL SCOPE

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

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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:	Sarah Taylor		
Report Date:	11 October 2024	Reporting Period:	September 2024 – October 2024
Project Start Date:	April 2021	Project End Date:	March 2026
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 The World of Glass a major tourist attraction.			
2. PROJECT HEADLINES			
Project completed in August 2023. Project outcomes and outputs will continue to be monitored.			
3. KEY PROGRESS SINCE LAST HIGHLIGHT REPORT (output focused)			
Achievements/activities completed:	Final payment made to Creative Core, snagging list complete and fully paid.		
Slippage (give reasons):	N/A		
4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS			
Activity	Programme Milestone	Owner	
Continue to monitor visitor numbers for 24/25 full year.	March 2025	Sarah Taylor	
5. ACTIONS AND OUTPUTS IN 2025			
Activity	Programme Milestone	Owner	
Monitor Visitor numbers.	Ongoing.	The World of Glass	
6. KEY ISSUES/CHALLENGES FOR RESOLVING			
N/A			
7. RISKS (new or raised)			

Risk	Impact	Likelihood	Overall	Mitigation
No new risks.	N/A	N/A	N/A	N/A
8. OVERALL STATUS:				
Complete				
9. OUTCOMES AND KPI's				
Projected Project Outcomes				
Number of Day Visitors				
<ul style="list-style-type: none"> Financial year 2022/2023 – 60,000 Financial year 2023/2024 – 94,579 (updated) Financial year 2024/2025 (Forecast) – 95,469 Financial year 2025/2026 (Forecast) – 100,000 				
Projected Project Outputs				
<ul style="list-style-type: none"> Number of FT jobs supported – 11 in total Financial year 2023/2024 – 2. Financial year 2024/2025 – 3 Financial year 2025/2026 – 6 <ul style="list-style-type: none"> # of full-time equivalent (FTE) permanent jobs created through the project - Grand total - 3 / Financial year 2024/2025 – 3. Amount of public realm improved - 29193 m2 of land. (Achieved in financial year 2023/2024). Amount of floorspace rationalised - 4113 m2 of floorspace. (Achieved in financial year 2023/2024). 				
10. FINANCIAL VARIANCES				
Year to date actual costs incurred	£0			
Forecast outturn costs	£890,000			
Further information				Financial RAG rating
11. SOCIAL VALUE				
N/A				
12. INFORMATION GOVERNANCE				

There are no Information Governance decisions required at this time.

13. DECISIONS REQUIRED FROM THE EXECUTIVE

St Helens Town Deal Board are asked to note the progress detailed above.

14. CHANGES TO ORIGINAL SCOPE

Changes to the original project outcomes relating to the number of day visitors have been identified and a review is underway to see if a Project Adjustment Request to MHCLG is required.

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Project Di: Youth Hub

TOWN DEAL PROJECT HIGHLIGHT REPORT			
Reporting to:	Town Deal Board		
Project Name:	Youth Hub		
Report of:	Town Deal Board		
SRO:	Justin Hill		
Project Lead:	Stephen Higham		
Report Date:	11 October 2024	Reporting Period:	September 2024 – October 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 (which we refer to as the Youth Hub) 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>The RIBA Stage 2 commission, which has been undertaken by AtkinsRealis, with support from Donald Insall Architects and a number of other sub-consultants, is now drawing to a close. We have now entered the ‘design freeze’ stage of RIBA 2; no further amendments will be made to the design and the work undertaken to date is now being costed.</p> <p>Meetings have been scheduled with decision makers for mid-October to present the work undertaken to date and gain approval to move forward to the RIBA 3 design stage.</p> <p>The external group of young people, which we assembled to assist with the design process of the Youth Zone, continues to meet. This has been a very useful component of the project design process. A specific purpose of the consultation with the young people is for them to help us to define the content of the ‘gaming / e-gaming’ elements of the Youth Hub. To this end, we have contacted a further youth group in Parr who are keen ‘gamers’ to help with this process even further.</p>			

Dialogue continues with regards to the possibility of undertaking enabling works within the building (strip out of old furniture and redundant / failing M&E equipment). Similarly, we are now discussing with the Archive Team options to move the Archive from the lower ground floor of the Gamble, into alternative premises in order to accommodate the Youth Hub.

Project governance arrangements (terms of reference) have been drafted ready for review and sign-off from Project SRO.

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

Achievements/activities completed:	RIBA2 design stage has been completed.
Slippage (give reasons):	There has been some minor slippage of programme over the summer. This has primarily been due to summer holiday periods and availability of key sub-consultants. This hasn't caused any major issues and we can look to recoup this slippage later in the programme

4. ACTIONS AND OUTPUTS FOR THE NEXT 3 MONTHS

Activity	Programme Milestone	Owner
Complete RIBA 2 and obtain approval to proceed to RIBA 3 (review meeting 16/10)	October 2024	St. Helens Council / AtkinsRealis
Formally engage St Helens Planning Team with regards to a planning application for building extension	November 2024	St Helens Borough Council
Confirm Project Governance arrangements	November 2024	St Helens Borough Council
Commence RIBA 3 stage design works	November 2024	St. Helens Council / AtkinsRealis
Establish specification for Youth Zone	November 2024	St Helens Borough Council
Scope potential enabling works contract and proceed to procurement	November 2024	St Helens Borough Council
Agree with Archive Team the temporary home for the Archive and create a project team / plan to execute this move	December 2024	St Helens Borough Council

5. ACTIONS AND OUTPUTS FOR THE REMAINDER OF 2025

Activity	Programme Milestone	Owner
Basement decant	March 2025	St. Helens Borough Council
Enabling works contract	April 2025	St. Helens Borough Council

Construction Commences	November 2025			
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
<ul style="list-style-type: none"> The RIBA 2 works will go over budget as some additional studies have been identified that were not in the original scope of works. We are now directing more resources into the future ownership and operating model for the Youth Hub and wider Gamble Building once it is completed. Agreeing and organising the evacuation of the archive, which currently occupies the space that the Youth Hub will occupy in the future. 				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Financial viability of Gamble refurbishment and Youth Hub is not achievable	Major	Possible		We are developing our project budgets which include a mix of grant fundings, loans and internal budgets. Budgets will be set within an envelope which guarantees financial viability.
Operating model (including staffing and revenue funding)	Major	Quite Likely		Working with partners to try and identify staff resources that can operate the Youth Hub going forward. This exercise will also include the securing of revenue funding to meet staffing and operating costs.
Design works cost overruns	Minor	Highly Likely		Tightly controlling scope of identified additional works and working closely with suppliers to negotiate quoted works.
Failure to find a temporary home for the archive	Major	Possible		Establish a small project team to plan and execute this move. A budget for this also needs identifying.
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
10. FINANCIAL VARIANCES			
Year to date actual costs incurred	£15,749		
Forecast outturn costs	Not exceeding the allocation identified below		
Further information	Capacity Funding Allocation £81,000. Town Deal Capital Grant £1,297,000. Council match to be approved £2,000,000 (from business case). This is currently in the Capital Priorities programme for 25/26.	Financial RAG rating	
11. SOCIAL VALUE			
<p>Since the last report a project working group has been established that includes several young people from within the district to help with the design and specification of the Youth Hub. These young people have been introduced from the YMCA and Vibe. Three sessions have been held to date (one this reporting period) which has provided the young people the opportunity to input into and evolve the design process. We have recently taken one group of young people into the building with a further site meeting scheduled for 16/10/24. We are now exploring the potential of early enabling works (stripping out of old M&E equipment). This would be tendered locally and undertaken outside of the Tier One contractor that is envisaged for the main contract works.</p>			
12. INFORMATION GOVERNANCE			
There are no Information Governance decisions required at this time.			
13. DECISIONS REQUIRED FROM THE EXECUTIVE			
The TD Board are asked to note the progress detailed above.			
14. CHANGES TO ORIGINAL SCOPE			
N/A			

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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:	Jamaila Hussain		
Project Lead:	Carys Kinsella		
Report Date:	11 October 2024	Reporting Period:	September 2024 – October 2024
Project Start Date:	October 2021	Project End Date:	March 2026
PID Completed:	Yes	Business Case Submitted:	Under review due to changes to original business case
1. PROJECT SUMMARY			
<p>The Health and Care Innovation Hub project focused on two main 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 on Hardshaw Street, St Helen’s Town Centre, following a programme of refurbishment on completion of purchase (February 2024).</p> <p>Business Connect - This element of the project has been under review since St Helens Chamber went into liquidation. It was planning to provide 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. It is recognised that there is still a need for this provision and an options appraisal process commenced with the support of AMION in March. A separate business case review will be commissioned and submitted for Board approval in February 2025. There is capital funding of c£400k available to support this work.</p> <p>Developing a visible and prestigious hub for health and social care 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. It will also provide an opportunity to improve the health and well-being of the local population by providing opportunities to access employment in the health and care sector through the provision of advice, career guidance, access to training, work experience/placements and career development opportunities.</p>			
2. PROJECT HEADLINES			

Both elements of the project have been subject to a Business Case review given the changes that have taken since the original Business Case was submitted. The revised Skills Academy Business Case was approved by the Board in September 2024. The Business Connect element will be subject to a separate review for consideration at the next Town Deal Board meeting in February 2025.

Skills Academy Development – product and business development underway with partners in the project to define support to be provided via the Academy at each stage of the career pathway from creating a workforce pipeline, recruitment, retention, workforce development and innovation. Two engagement workshops with key partners/stakeholders have been held (July & September) to identify key themes for the development and delivery of services via the Skills Academy included:

- Understanding health and social care roles
- Employment support
- Recruitment
- Skills, training & education
- Cross-sector collaboration

The second workshop provided an opportunity to identify areas for collaboration and agree a potential pathway for an individual accessing the services of the building based on identified categories of the population who might benefit from additional support to enable them to access a health and care role/career. Project areas for initial focus:

- Careers information, advice and guidance
- Skills scan/initial assessments
- Assessment and recruitment support

To be followed by:

- Education & training
- Cross sector work placements/work experience
- System development

Partners were asked to identify which areas they would be able to provide ongoing support to and working groups will be established to take forward.

Architects have been engaged to take forward the programme and procurement process required for the refurbishment of the building.

Delivery Structure – the current governance structure is under review to ensure improved engagement and involvement with key stakeholders/partners and that progress is made to define and develop the resource delivered from the building.

Capacity – programme management capacity is in place for the development of the Skills Academy. Potential options to deliver the Business Connect element of the project are subject to a Business Case review.

Collaborative Agreements – Sufficient legal agreements worked up in detail are now needed between the partners now involved in the project. Head of Terms in relation to the building are currently under review.

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

Achievements/activities completed:	Ongoing engagement activities - engagement workshop with stakeholders to support design/delivery of services/resources provided from the building
	Revised Business Case approved by Town Deal Board on 27 September 2024.
	Architects commissioned to take forward refurbishment programme.
	Priority areas for service and resource development identified.
Slippage (give reasons):	

4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS

Activity	Programme Milestone	Owner
Commencement of procurement process for refurbishment programme	October 2024	Project Manager, MWL facilities team, EWA Architects
Service & resource development	October 2024 onwards	Project Manager in collaboration with partners/stakeholders
Communication & engagement plan	October 2024 onwards	Project Manager in collaboration with partners/stakeholders
Review of governance structure	November 2024	Project Manager & SRO

5. ACTIONS AND OUTPUTS IN 2025

Activity	Programme Milestone	Owner
Review of business case for Business Connect element of project	January 2025	Town Deal Programme Manager, AMION
Service & resource development for building	January 2025 onwards	Project Manager
Project adjustment review for H&C Innovation Hub	February 2025	Project Manager

Recruitment to Skills Academy posts	March 2025	Project Manager		
Refurbishment complete	June 2025	Project Manager, MWL facilities team, EWA Architects		
Building opening	June 2025	Project Manager and Project Development team		
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
N/A				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
Strategic: Ability to deliver Business Connect element due to the Chamber going in to administration	High	Possible		A revised business case for Business Connect is underway which will consider alternative options for delivery
Financial: Skills Academy – revenue funding dependent on activity, outputs, and partner buy-in	Moderate	Possible		Revenue funding secured to March 2027. Target is for business model to be sustainable from April 2026 onwards. Working with partners to develop model of service provision and gain commitment to proposed income models
Costs of refurbishment exceed initial estimates	Moderate	Unlikely		Working closely with architects to ensure contractors' costs remain within the financial envelope and building plans are reviewed to ensure most cost-effective options are taken forward.
Strategic: difficulties with stakeholder relationships	Moderate	Unlikely		Detailed plan of commitments, requirements and responsibilities for all stakeholders described in project plan and to be supported with collaboration and partnership agreements.
Operational: delays to procurement of building services impact on timescales for Academy building	Minor	Unlikely		Revised business case approved by Town Deal Board and procurement for building refurbishment underway.
Funding not incurred by March 2026	Minor	Highly Unlikely		Procurement process for building refurb underway. Town Deal programme and project finance reports to be reviewed at TDB and supporting board meetings.
8.OVERALL STATUS:				

Medium			
9.OUTCOMES AND KPI's - to be reviewed as part of Business Case update review			
OUTCOMES & KPIs below – require review as part of options appraisal process for delivery of this element of the project			
Revised KPIs will be submitted following the outcome of the Project Adjustment Review.			
10.FINANCIAL VARIANCES			
Year to date actual costs incurred	£164,519 £304,500	Capacity fund (business plan, design fees, project management) Costs associated with purchase of Building	
Forecast outturn costs	Not exceeding the allocation identified below: £1.3million - development of Skills Academy £400,000 – Business Connect element to be confirmed following options appraisal £200,000 – support costs		
Further information	Opening allocation of £1.9m Building purchase - £300k Activity from building to include career information, advice and guidance, employment support, recruitment, and education. Building refurbishment to deliver high quality facility for the provision of above services. Current cost estimates range between £1m - £1.4m.	Financial RAG rating	
11.SOCIAL VALUE			
The proposed Health and Care Innovation Hub project involves the development of a bespoke facility within St Helens town centre, which will support the development of a home-grown workforce for the sector, by providing careers advice, employment support to secure jobs in health and social care, education and training and the opportunity to develop a career in these sectors.			
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 a range of audiences, particularly targeting school and college leavers, unemployed, economically inactive, care leavers and people within St Helens' more			

deprived communities, in order to engage with them on opportunities available in the sector, in entry level and support roles and to progress their careers.

Employment support, skills development and education will be co-ordinated across providers and employers. This will ensure that new employees & learners benefit from work experience opportunities and placements, enhancing their skills and increasing their job readiness on completion of their learning. The coordinated approach will also ensure that 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 acute, primary and social care settings, but also for enabling roles within Health and Social Care such as IT.

12. INFORMATION GOVERNANCE

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

13. DECISIONS REQUIRED FROM THE EXECUTIVE

The Town Deal Board are asked to note progress made as detailed in the report.

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 the former Clickworks on Hardshaw Street and the refurbishment of the premises has been approved for the home of the Skills Academy.

The Business Connect element of the project has been on hold since the liquidation of St Helens Chamber and is now subject to a Business Case review with a progress update to Town Deal Board at November 2024 Board.

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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:	11 October 2024	Reporting Period:	September 2024 – October 2024
Project Start Date:	April 2021	Project End Date:	March 2026 Town Deal Fund Element. Autumn 2026 for Bus Station Opening
PID Completed:	Completed	Business Case Submitted:	5 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>Council approved grant funding acceptance of £35.407m from the Liverpool City Region Combined Authority at its Cabinet meeting held on 24 September 2024.</p> <p>The phased Developer Process Notice (DPN) between the Council and ECF is now signed/complete, including secondary agreements between ECF, Vinci Construction Ltd and those with sub-contractors such as HA Civils.</p> <p>RIBA stage 5 designs for Temporary Bus Hub along Chalon Way West are now complete.</p> <p>HA Civils site compound set-up adjacent to St Mary's Market along Chalon Way East. Hoarding lines are now erected along Chalon Way West, securing the road space and enabling the statutory diversions of LV electric cables. Main civil works commenced late October 2024 with completion scheduled for Winter 2025.</p> <p>The Council have now acquired all properties. A programme of asbestos surveys, utility disconnections and soft stripping is being prepared.</p>			

During Autumn 2024, the project team met with, and presented designs to, several local and Liverpool City Region equality panels including; Disability Panel, Women’s Equity Panel, LGBTQIA+ Panel, Race Panel, Youth Parliament, A range of local St Helens Accessibility Groups, and Merseyside Police (regarding Travelsafe and Hostile Vehicle Mitigation). The feedback received during these focused engagement sessions helped inform the RIBA Stage 4 Technical Design process. Further meetings are planned for early October (alongside the wider public consultation) including with the Bus Operator, Arriva as well as re-engagement with local St Helens accessibility groups to help shape the final designs.

RIBA Stage 4 designs for the Permanent Bus Station including Gamble Square public realm area are in progress.

Programme timescales have slipped due to delays with signing the ECF and Vinci temporary bus hub contract, impacting future milestones. The programme has been updated accordingly.

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

Achievements/activities completed:	Council approved acceptance of £35.407m from the Liverpool City Region Combined Authority.
	RIBA stage 5 design for the Temporary Bus Hub complete.
	RIBA stage 4 design for Permanent Bus Station and public realm continue to progress.
	Council and ECF phased Developer Process Notice signed, ECF and Vinci Construction signed.
	Ubique Risk Management and the Police have identified suitable options for Hostile Vehicle Mitigation.
	Pre-consultation engagement undertaken with; Disability Panel, Women’s Equity Panel, LGBTQIA+ Panel, Race Panel, Youth Parliament, A range of local St Helens Accessibility Groups, and Merseyside Police with feedback received shaping the emerging RIBA Stage 4 Technical Design process.
	HA Civils site compound established adjacent to St Mary’s Market along Chalon Way East. Hoarding lines now erected long Chalon Way West, for Temporary Bus Hub works which commenced October 2024.
	A wider public consultation communications pack has been prepared for launch in October 2024.

Slippage (give reasons):	4 weeks slippage due to delays with ECF in finalising Vinci's temporary bus hub contract, following value engineering, and in preparing the DPN contract with the Council enabling site mobilisation.	
4. ACTIONS AND OUTPUTS FOR THE NEXT 3 MONTHS		
Activity	Programme Milestone	Owner
Public Engagement Activity. Pre-planning engagement on permanent bus station design and highway configuration, including bus service stand allocations update for temporary bus hub.	October/November 2024.	St Helens Council/Merseytravel/Vinci
Progress Permanent Bus Station RIBA 4 designs. Permanent Bus Station design to be progressed by Vinci Construction via English Cities Fund using sub-contractors: Austin-Smith: Lord, Planit and Eddisons.	October/November 2024.	St Helens Council/ ECF partners
Planning Application. Submit a planning application to the Local Planning Authority.	November 2024.	ECF partners
Surveys and Ground Investigations. Undertake CCTV survey to inspect assets underground at Permanent Bus Station location.	November 2024	St Helens Council/ ECF partners/Vinci
Progression of temporary bus hub civil works and statutory diversions. Foundry Street civil works and statutory diversions /connections to be ready for temporary Merseytravel and Arriva portacabin installation and connection.	December 2024.	St Helens Council/Merseytravel/Vinci
5. ACTIONS AND OUTPUTS IN 2025		
Activity	Programme Milestone	Owner
Progress Permanent Bus Station RIBA 5 designs. Continue to progress Permanent	Spring 2025	St Helens Council/ ECF partners/Vinci

Bus Station design to be progressed by Vinci Construction via ECF using sub-contractors: Austin-Smith:Lord, Planit and Eddisons.		
Site hoarding for Permanent Bus Station. Finalise hoarding plans for Permanent Bus Station and temporary traffic regulations orders for highway configuration.	Spring 2025	St Helens Council/ ECF partners/Vinci
Complete construction of Temporary Bus Hub. Handover Temporary Bus Hub to Merseytravel from Spring 2025, to commence familiarisation and opening the facility.	Spring 2025.	St Helens Council/Merseytravel/Vinci
Alignment of wider town centre construction programmes. Continue collaborative meetings with town centre programme managers to uphold “dig once” principles for Town Centre Regeneration, Digital Infrastructure, and the Gamble.	Ongoing	St Helens Council/ ECF partners/Vinci

6. KEY ISSUES/CHALLENGES FOR RESOLVING

None

7. RISKS (new or raised)

Risk	Impact	Likelihood	Overall	Mitigation
Environmental	High (3+ months)	Possible		<ul style="list-style-type: none"> TEP (The Environment Partnership) will conduct an Arboriculture Impact Assessment for the Permanent Bus Station. To avoid delays, trees may be felled before construction, outside bird nesting season (Mar-Sept). This will be supported by an engagement plan and offset by biodiversity gains in the town centre development.
Legal negotiations, Procurement or Contractual Delay	Medium (1+ Month)	Possible		<ul style="list-style-type: none"> ECF, Vinci, and the Council are negotiating legal agreement, including the preparation of the Developer Process Notice (DPN) for RIBA 5 and

				construction contracts. Robust governance and a phased contract approach ensure cost and schedule management, with regular reporting.
Design	High (3+ Months)	Likely		<ul style="list-style-type: none"> The extent of redesigning the Permanent Bus Station is significant, while securing stakeholder endorsement and statutory approvals.
Affordability	Medium	Unlikely		<ul style="list-style-type: none"> LCRCA have now approved the Full Business Case costs from Vinci for the temporary and permanent bus station schemes.
Delays or inability to acquire 3rd party land impact scheme delivery.	High	Unlikely		<ul style="list-style-type: none"> All general vesting declarations served, in acquiring all third-party land to build the permanent bus station – activity complete by end of October 2024.
Lack of agreement on scheme designs between stakeholders – particularly Merseytravel and ECF	High	Possible		<ul style="list-style-type: none"> Key stakeholders attend fortnightly project progress meetings and discuss emerging designs. Weekly design workshops established to seek agreement on key issues. Additional technical workshop with Merseytravel to address any operational concerns or opportunities. <ul style="list-style-type: none"> Escalation to LCRCA if necessary.
Complex reporting routes results in delays in approvals processes at critical points in programme and loss of project sponsor	Low	Unlikely		<ul style="list-style-type: none"> 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, other projects and connected places outputs creates delay and abortive work	Moderate	Possible		<ul style="list-style-type: none"> 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. Regular meetings held between all Town Centre projects.

8. OVERALL STATUS:

Medium			
9. OUTCOMES AND KPI's			
Outputs			
Indicator	Quantity		
Number of public amenities/facilities created	1		
Number of rehabilitated land	8787 m2		
Amount of public realm improved	18049 m2		
Number of transport nodes with new multimodal connections	5		
Outcomes			
Increased capacity of bus station to meet increased demand	25% in 2026/2027		
10. FINANCIAL VARIANCES			
Year to date actual costs incurred	£1,281,012	No claims on Town Deal finances to date – LCRCA Funded	
Forecast outturn costs	Capital costings being developed as part of the current commissioned work.		
Further information	<u>Current Funding Approved</u> £1.931m Pre-development funding LCRCA £3.25m Town Deal Grant £32.702m LCRCA Permanent Bus Station - Approved on 24 Sept 2024 £2.705m LCRCA Temporary Bus Station - Approved on 24 Sept 2024 £2.58m CPO/ Acquisitions (Council borrowing) Total: £43.167m	Financial RAG rating	
11. SOCIAL VALUE			
<p>Social Value Portal's analysis of the total additional social and local economic value created across the wider Phase 1 regeneration programme delivered through Vinci Construction at circa £290,000. This is achieved through several themed interventions including: Local Supply Chain, Local Employment, Community and Educational Engagement as outlined below.</p> <p>Local Supply Chain: A series of local and regional contractors across the Liverpool City Region have been appointed in supporting the delivery of Phase 1 regeneration scheme including SHMMI project, which include:</p> <ul style="list-style-type: none"> Ayesa, based on the Mere Grange Business Park in St Helens, have been appointed initial site investigation work. 			

- A&B Engineering, based at Old Swan in Liverpool, have been commissioned as mechanical and electrical contractor.
- HA Civils based in St Helens commissioned to build/deliver the temporary bus hub on Chalon Way West and Foundry Street.
- Ubique Risk Management Ltd based in St Helens town centre, delivering Project Management & hostile vehicle mitigation advice.
- Specialist transport consultant Mott MacDonald, based in Liverpool, delivering the interim and permanent movement strategies.
- This is Influential, based in Liverpool, have been appointed to deliver the marketing and communication strategies.

Local Employment: VINCI Construction has four full-time staff from St Helens working on the scheme. They are also collaborating with the Ways to Work Team to target local candidates for job opportunities.

Community: The VINCI UK Foundation links VINCI employees' skills with local projects. Employees can volunteer and engage in social projects. Other community support projects include Derbyshire Hill Family & Community Centre, Donations to the local charity The Hope Centre, and engagement with local businesses in raising awareness of tender opportunities.

Educational Engagement: The Project Team have undertaken careers fairs, mock interviews, meet-the-professionals' events, and engineering masterclasses in local schools. More events are planned.

12. INFORMATION GOVERNANCE

None

13. DECISIONS REQUIRED FROM THE EXECUTIVE

None

14. CHANGES TO ORIGINAL SCOPE

Change control approved in September 2024: Removal of Peasley Cross roundabout from St Helens Multimodal Interchange project. It is now funded by Liverpool City Region Combined Authority's, City Region Sustainable Transport Settlement, Active Travel Programme.

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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:	Ste Sharples / Chris Founds from C J Founds Associates		
Report Date:	October 2024	Reporting Period:	September 2024 – October 2024
Project Start Date:	March 2023	Project End Date:	March 2026
PID Completed:	Completed	Business Case Submitted:	5 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 Borough Council borough and regeneration strategies, while delivering the requirements outlined within the Grant Funding Agreement and Business Case.			
2. PROJECT HEADLINES			
<u>Activity during October</u>			
Tender evaluation and moderation complete with an outcome reached which points to a successful bidder who is able to deliver the Project within time and within the funding envelope.			
2 credible bids received and evaluated, both were deliverable and affordable (subject to any contract and construction risk).			
Moderation session held with all evaluators to ensure alignment of evaluation, with good discussion held around justification for scoring and overall agreements reached. This included an Evaluator team refresher training held with all evaluators to outline the process.			
Town Centre Wi-Fi will not be deliverable as part of this immediately awarded contract due to fixed-fibre connectivity nature of the Suppliers – but the Project team are underway with exploring options on how this can be delivered separately, using the same CAPEX principles for the Infrastructure and then the Suppliers providing a managed service for at least 3-5years. Strong interest from Mobile Suppliers already expressed and brief / specification developed.			
<u>Previous Activity</u>			

In person negotiation sessions took place with both Bidders end of Sept in line with Tender Process Programme. This was fundamental in further understanding of the bids provided and also aligning both bids to the specification in order to aid evaluation.

ITPN responses evaluated by the St Helens team, with a full day alignment session held on 04/09/24 for evaluators to agree further clarifications required and to ensure that the Council team are in agreement with any further points of clarification, including adjustments that were required to specification.

A 2-week extension requested by both bidders was approved by the Project Board and implemented, extending the Stage 2 tender response deadline to 09/08/24. This did not impact on the overall delivery the programme as contingency was built into the programme to mitigate this.

General

Tender evaluation concluded with a proposed contract award in November, and project site start early in Jan25. Tender responses have confirmed that delivery of a network is achievable well within the 15month period from Jan25 to Mar26.

Business case review is underway to ensure that new expected outcomes are captured and reflected in any required Project Adjustment Request. Further points of clarification are required from the successful bidder - so it is proposed that any PAR is delayed until at least Q4 FY24/25 when final deliverables from Tender proposals are contracted.

Stakeholder engagement continues in line with Communications plan. The project sits within a wider ‘Digital Communications Campaign’ for the whole of the Borough including the webpage and social media campaigns. Project Team will pick up with SHC Comms Team to discuss plan for announcing Contract Award and will then work with the Bidder during mobilisation to expand this plan and align with Bidder commitments.

Project Webpage and accompanying Frequently Asked Questions’ remains live within St Helens 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. The Webpage will be update to reflect the current Tender position.](#)

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

Achievements/activities completed:	Stage 3 - Tender evaluation and moderation complete with the Project Team recommending awarding the Contract to the most credible bidder.
	Stage 2 Tender (ITPN) – ITPN Tenders received and Evaluation (Non-scored) complete.
	Stage 2 Negotiation session Shortlisting and Tender Evaluation and Moderation complete successfully.
	Specification developed for Mobile Town Centre Wifi access

	Business Case commercial and financial model created in draft – awaiting finalisation of Bidder commitments from Contract Award			
	Ongoing engagement with other TIP projects and liaison with Hilson Moran around LCR Connect for Temporary Bus Station Works.			
Slippage (give reasons):	Tender extension and revised Negotiation Sessions – 2 weeks. No impact on overall programme.			
4. ACTIONS AND OUTPUTS FOR NEXT 3 MONTHS				
Activity	Programme Milestone			Owner
Delegated Exec Decision	November 2024			Project Team
Contract Award and Standstill period	November 2024			Project Team
Contract awarded	November 2024			SHC Legal
Engagement with SHC Comms Team	November 2024			Project Team
Contract Mobilisation	December 2024			Project Team
Mobilisation commences	December 2024			Appointed Contractor / Supplier
5. ACTIONS AND OUTPUTS IN 2025				
Activity	Programme Milestone			Owner
Site Works commence	January 2025			Appointed Contractor / Supplier
Contract Commencement	January 2025			Project Team
6. KEY ISSUES/CHALLENGES FOR RESOLVING				
Update Business Case – Financials and Economics + IRR / BCR – to be informed by tender response. Project Adjustment Request Form date for submission to be agreed based on timing and informed by Bidders responses. Discussion at Steering Group regarding timing. Detailed Comms Plan to be developed based on Bidder commitments. Commence Town Centre Mobile Connectivity discussions and contracting arrangements.				
7. RISKS (new or raised)				
Risk	Impact	Likelihood	Overall	Mitigation
No float within programme resulting in compressed activities and limited flexibility for overrun or	Medium	Likely		Development of a project programme alongside a Cost Plan and project objectives. Control measures in place • Project team review programme weekly.

slippage of Tender timescales				<ul style="list-style-type: none"> • Mini programme for Procurement Route and Cabinet Sign off. • Programme reviewed at Project Board monthly.
The project becomes unaffordable based on the following factors: Cost increases through construction Supplier inability to raise investment funding Excessive operational costs proposed by supplier	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</p> <ul style="list-style-type: none"> • CJ Founds now produced baseline programme and cost plan. • Contract Model agreements to be cross revised against comments provided and revised objectives. <p>Programme and cost plan to be reviewed monthly (project Board) and revisions issued to capture changes in time, cost and quality</p>
Project Adjustment Request submission required due to unrealistic Town Deal Grant Funding Expected Outcomes/Outputs	High	Medium		<p>Give ample explanation to the funding provider and justify that despite these adjustments, the project can still deliver its benefits and objectives.</p> <p>Control measures in place</p> <ul style="list-style-type: none"> • Risk raised at Project Board Meeting • Input from key individuals to ensure that the Project still meets its objectives whilst ensuring outputs are realistic • Outcomes from Tender process will inform PAR • Timing will be critical to ensure tender outcomes captured
Key milestones and deliverables not linked to wider TIP dependencies	High	Medium		<p>Set up regular meetings with ECF to ensure programmes align. Regular review of matrix and programme with SHC Comms.</p> <p>Control measures in place</p> <ul style="list-style-type: none"> • Weekly agenda item within Project Team Meeting to sense check internal flow of information from ECF Programme • Monthly meeting with Multi Modal Interchange Programme
Requirement to coordinate with HTS/ Vinci who are undertaking the planning of TM and general utilities	High	Medium		<p>Coordination with Vinci to be arranged to have visibility of the plan for St Helens Town Centre so the DIP can feed into and utilise any opportunities for collaborative working.</p>

upgrades across St Helens Town Centre				Control measures in place <ul style="list-style-type: none"> • CF to attend Vinci coordination meetings. • Vinci to provide regular Programme updates to provide to appointed DIP Contractor (during Procurement and Construction phase)
8. OVERALL STATUS:				
	<p>The overall status is amber, until a Supplier has been appointed and a detailed delivery programme and cost schedule received in mitigating the existing known risks.</p> <p>The PAR submission to DLUHC is still subject to discussion and must be informed by the Tender responses. These will still be negotiated with the preferred Bidder and are not expected to be firmed-up until late November when the Contract Award process concludes.</p>			
9. OUTCOMES AND KPI's				
<p>Project Objectives</p> <ol style="list-style-type: none"> 1. Achieves equality relative to borough wide connectivity metrics for fixed connectivity and improves the ability for improved mobile connectivity by 2025. 2. Enables public services to be delivered digitally within the Town Investment Plan intervention area. 3. Increase economic productivity within the Town Investment Plan intervention area (as measured by turnover per worker per year) 3.8% by 2030. 4. Delivers the digital requirements of the Town Investment Plan aligned to St Helens Digital Strategy. 5. Ensures that there is Gigabit capable fixed connectivity direct to the new St Helens Town Centre bus station. 6. 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>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>Original Expected outputs and outcomes:</p> <ul style="list-style-type: none"> • Construction jobs created -100 • Homes connected to full fibre – 42,500 • Businesses connected to full fibre - 4,780 <p>PROPOSED outputs and outcomes (subject to review following tender returns on scale, scope, and affordability):</p> <ul style="list-style-type: none"> • Construction jobs created – up to 3 to 5 new construction and technology jobs 				

- Homes connected to full fibre – 1,000 homes with available access full fibre broadband
- Businesses connected to full fibre – up to 2,423 business with availability to connect to full fibre

NOTE: Project Adjustment Request Form to be completed for updated Outputs and Outcomes once tender process is concluded – Nov24.

10. FINANCIAL VARIANCES

Year to date actual costs incurred	£0.203M	Professional and development fees	
Forecast outturn costs	£2.6M		
Further information	Cost Model provided and indicative prices received from initial tender process – now being validated.	Financial RAG rating	

11. SOCIAL VALUE

As part of the tender process, the Project Team have identified suitable 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 have been converted to Key Performance Indicators (KPI's), which form a key schedule within 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 Social Value Portal monitoring process (including reporting through the first years of the contract via a Contact Board Meeting and Highlight Reports).

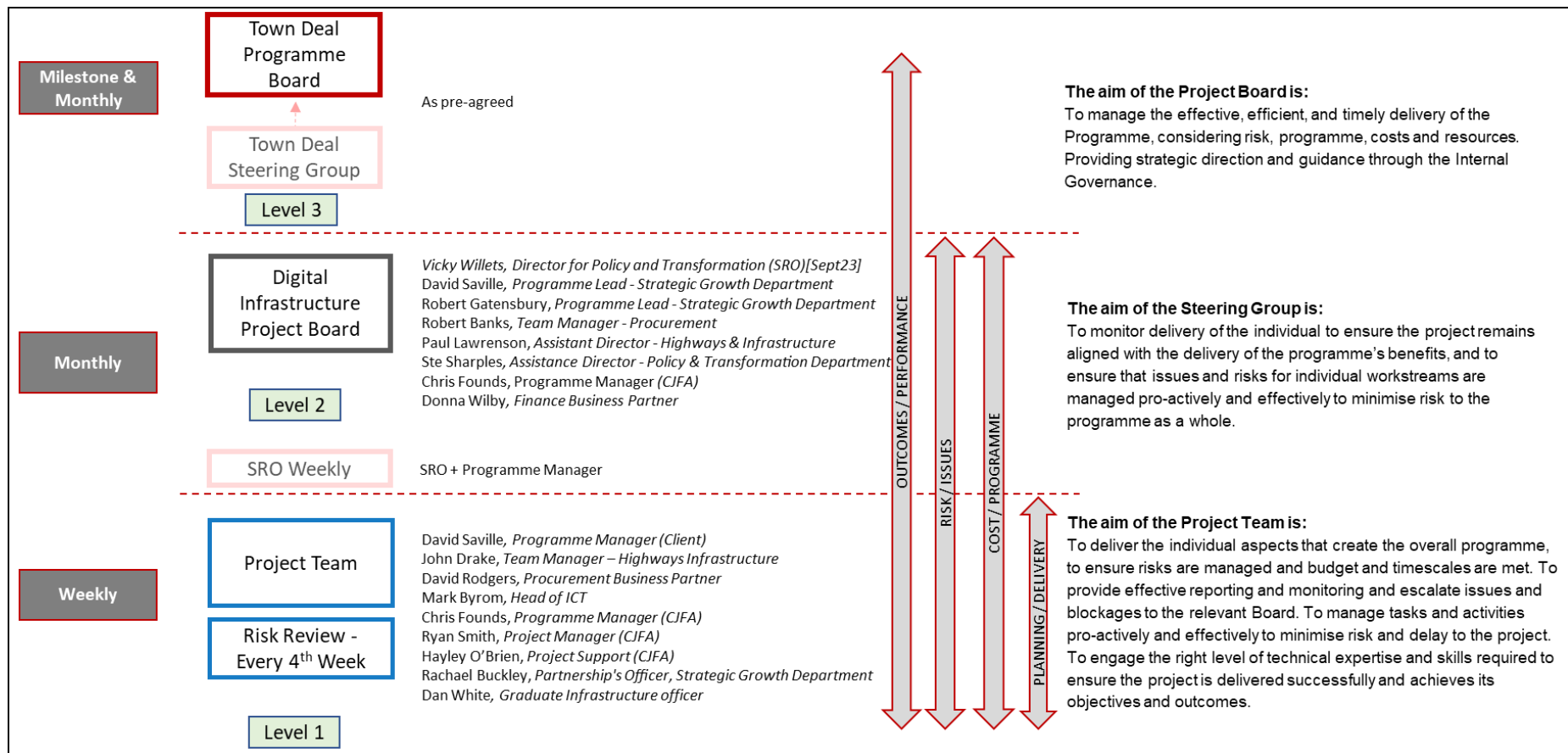
The following tables shows the KPI's to be measured through the life of the contract and until 2030 (the end of the funding period).

Ref	Focus	Area	KPI	Year 1 Target
1.1	Network Construction	Operational Effectiveness	No of NRSWA Permits that have overrun.	90%
1.2	Network Construction	Environmental and Sustainability	NNT-31 Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how	To be proposed by supplier

				these are to be achieved) against a specific benchmark.	
1.3	Network Construction	SHEQ		Accident Frequency Rate (AFR)	98%
1.4	Network Construction	Social Value		NNT-50 Innovative measures to promote local skills and employment to be delivered on the contract.	tbc
1.5	Network Construction	Social Value		NNT-27 Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks and address digital inclusion.	tbc
1.6	Network Construction	Social Value		NNT-08 No. of staff hours spent on local school and college visits supporting pupils.	£16.93p/h tbc
2.1	Operational and Maintenance	Service Assurance		Service affecting faults (complete loss of service to customer(s))	96%
2.2	Operational and Maintenance	Service Assurance		Mean Time to Restore (MTTR)	<4 hours rolling
2.3	Operational and Maintenance	Service Assurance		Any major incident occurrence will be investigated and a reason for outage (RFO) with root causes and any recommended remedial activity will be available within 30 days of the incident.	99%
2.4	Operational and maintenance	Service Assurance		Planned Engineering Work activities (PEW's) carried out within planned timescales	98% Actual ≥ Planned
3.1	TDF Objective	Grant Funding Outcomes		Km of New Fibre and ducting installed.	tbc

	3.2	TDF Objective	Grant Funding Outcomes	Gigabit Broadband Coverage in St Helens town centre as per TDF strategic objective 1.	85%	
	3.3	TDF Objective	Grant Funding Outcomes	All TIP Sites connected with minimum of 1Gb connectivity uncontested	7	
	3.4	TDF Objective	Grant Funding Outcome	Core Network Availability (% of time of any overall network segment / section availability) on rolling 12-month average.	99.99%	
	3.5	TDF Objective	Grant Funding Outcomes	Ensure that Public services can be delivered digitally within the Town Investment Plan intervention area	tbc	
	3.6	TDF Objective	Grant Funding Outcomes	Number of Full Time Equivalent (FTE) permanent jobs in Construction or Operations	Min 10	
	3.7	TDF Objective	Grant Funding Outcomes	Number of premises/businesses connected to Gigabit capable connectivity	2,423 ALL Years	

12. INFORMATION GOVERNANCE



13. DECISIONS REQUIRED FROM THE EXECUTIVE

YES

That the Project Adjustment Request for the DIP is not submitted to DLUHC until such a time that the Council are satisfied with the outcomes being proposed by Bidders through the Tender process – which is due to conclude by Nov24.

14. CHANGES TO ORIGINAL SCOPE

Expected Outputs and Outcomes as described in Section 9.