

BRIGHOUSE TOWN DEAL BOARD MEETING

Tuesday 14th June 2022

Gallery, Brighouse Library, HD6 2AF

MINUTES

Present:

Councillor Whittaker (Co-chair)
David Whitehead (Co-chair)
Councillor Blagbrough
Councillor Robinson
Jason Carlton
Anne Colley
Lesley Adams
Colin Gordon
Richard Mitchell
Malcolm Silkstone
Lorraine Bailey
Councillor Courtney
Stephen Naylor

In Attendance:

Steven Lee, Assistant Director – Strategic Infrastructure
Richard Spensley, Project Manager
Tara Layon, Executive Support Officer
Jess Thompson, Turner & Townsend
Peter Foy, Turner & Townsend
Matthew Hennis, Turner & Townsend
Bill Waller, Turner & Townsend

Apologies:

Craig Whittaker MP
Carl Wrigley
Amanda Caldwell
Duncan Cooper
Councillor Scullion

1. Welcome and Introductions

Councillor Whittaker opened the meeting and welcomed everyone.

2. Declaration of Interests

Councillor Courtney declared she has a personal business interest encompassing street furniture products which could potentially give rise to a conflict of interest in terms of a future procurement exercise.

3. Documents for Review and Approval

Hard copy minutes of the Board Meeting held on 12th May 2022 were circulated. It was agreed that these will be circulated electronically and to be reviewed separate to the meeting.

4. Project progress updates

JT provided an update about each of the 5 Town Deal projects using a power point presentation.

As part of this, JT highlighted the key elements of each project and how their respective designs and requirements have evolved over the last few weeks.

Regarding the public realm designs these have been refined to better reflect an increase in the number of rain gardens to help manage surface water and mitigate flooding where possible, the number of trees planted be reduced to maintain views through the town but large feature trees located at the key focal points such as Thornton Square and also additional planters to reduce costs and disruption to services whilst allowing a focus on high quality materials in priority areas.

A summary of the Market revitalisation plans was also provided including a focus on increased security and amenities such as toilets and storage, flexible market space to accommodate a range of traders and events with the potential to extend opening hours. Also, physical and visual connections to the Canalside to help draw people in alongside a feature market entrance.

An Industry 4.0 overview was then given illustrating how the refurbished spaces would look. These include a new entrance / reception area, 3 separate workshop spaces accommodating augmented reality, additive manufacturing and automation rooms all being fitted out with high tech equipment and new power and data supplies throughout the building.

The project update presentation then summarised the excellent turn out and good feedback received during the recent public consultations, including the May Open Day event held at Brighthouse Market on 21st May. Whilst the feedback is still being gathered including through the web site, the pinpoints are positive feedback especially for the new market and the public realm.

The cost estimates for each project were then illustrated. Using the Market Revitalisation project as an example, the Board was shown a breakdown of the costs together with an

explanation of how each cost item has been arrived at. . This explanation included an overview of build costs and also all other costs required to deliver each project, such as preliminary costs, professional fees and also contingency and inflation allowances.

Members of the Board reiterated general concerns about the current rate of inflation and how important it is that this will continue to be monitored on an ongoing basis.

DW suggested ordering and stockpiling the necessary known materials in an attempt to help beat inflationary pressures on the budget. The pros and cons of this were discussed including implications regarding procurement rules, liability, insurance risk, storage concerns as well as costs and the security of the materials. In addition, it was also flagged up that at this stage the project business cases are not yet approved and also that designs will continue to get refined over the course of the coming months.

JT continued with the Project Update and outlined the Project Adjustment process and timeline. To support this, an extension of time has now been agreed with civil servants until 30th July which is the revised date when the summary business cases will need to be submitted to the Department for Levelling Up (DLUHC).

JT confirmed that whilst project costs have naturally evolved over the course of the last month or so as each project has been firmed up, the agreed outputs all remain the same and the scheme costs are within the approved Town Deal funding envelope.

DLUHC now require a revised profile (Project Adjustment) showing the respective project costs and will need to approve this before the Business Cases can be formally approved by the Board and Accountable Body, and summary business cases submitted to DLUHC by 30th July. The Project Adjustment also reflects the decoupling of the housing element from the Market Revitalisation project as previously discussed and agreed in principle by the Board at its meeting on 12th May.

JC asked if there is a risk that DLUHC do not approve the Project Adjustment. JT responded by providing feedback that DLUHC civil servants had already been contacted and the Project Adjustment discussed at length. DLUHC civil servants were supportive of the changes proposed in the Project Adjustment. RSp added that in support, they had also provided some revised text for inclusion in the Project Adjustment form.

JT continued the Project Update and outlined the process that had been followed and the rationale for proposing the decoupling of the housing component from the Market Revitalisation project. This overview included a reminder about how preferred alternative housing sites had been identified.

Councillor Whittaker requested that care is taken about the precise form of wording used in the business case to reflect how preferred housing sites had been selected.

The Project Update presentation was concluded by JT providing a comparison of the current project costs reflected in the Project Adjustment and those agreed at during the reconciliation exercise last year.

Councillor Robinson asked that it was important that any legal funding agreement with Calderdale College should ensure that there is security of the Town Deal investment and associated assets. He also asked about the status of the College lease arrangements.

RSp responded that he would raise this with the College at a meeting planned during w/c 20th June and also gain further clarification about the nature and status of the proposed lease arrangement between the College and the owners of Kirkdale House.

RM asked whether the College planned to bring in specialist support regarding the 3D printers / scanners. JT responded by saying that these are in scope.

DW asked about risks concerning underground utilities with regard to the Public Realm designs. JT responded by stating that care continues to be taken about the location of trees, rain gardens etc.

Decision: The Board was asked to take a vote in respect of the proposed Project Adjustment. There was a show of hands and the Board unanimously agreed to the Project Adjustment and that it should be submitted to DLUHC. No Board member voted against the motion.

5. Next Steps

Richard Spensley will meet Chris Forrester tomorrow who is the Accountable Body Section 151 officer and seek his approval of the Project Adjustment. Once the changes are agreed with the s151 officer, the Project Adjustment will be submitted to DLUHC and will not require Cabinet approval.

RSp mentioned that if the Board wish to get in contact with the Independent Business Assessor (Anthony Everitt) to discuss the draft business cases then they can do so and his email address will be shared upon request.

6. Communications Update

SN provided an update about the recent Town Deals consultations, including feedback and the very high level of contact received ('reach') in respect of the media coverage surrounding the May Open Day event.

SN emphasised the importance of maintaining momentum with press and media coverage, including sharing project schematics where possible to support publicity, gaining feedback, understanding issues.

An Industry 4.0 PR has been prepared and will be issued shortly.

7. Any Other Business

A query was raised about the temporary nature of the Parklets located in Commercial Street and Bethel Street carpark. RSP responded by confirming the temporary nature of the Parklets.

A question was also asked about whether the Experimental Traffic Regulation Order for the Parklets could be amended to allow for extra blue badge car parking spaces in Commercial Street. SL responded that he would make enquiries and report back to the Board.

PF concluded the meeting by mentioning that JT will be leaving T&T and embarking on a new role elsewhere but that BW will be taking over her current role immediately to ensure business and project continuity. BW introduced himself to the Board.

8. Date of Next Meeting

TBC pending feedback from DLUHC regarding the Project Adjustment submission.