

# City of Preston Town Fund Board

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## City of Preston Town Fund Board 24 July 2020

**Present:** Mr J Chesworth in the Chair; Ms R Connor, Vice Chair; Sir Mark Hendrick, MP, Councillors M Brown and Moss, Mr A Phillips, Mr P Green, Ms A-M Parkinson and Ms L Smith, Ms R Mulhearn and Ms J Dalton

**Also in attendance:** Mr D Watson  
Mr J Ferguson

Mr J Crellin	– Assistant Director (Head of City Growth & Regeneration) City Development
Ms B Joyce	– City Development
Mr Z Bapu	– Senior Member Services Officer

**Apologies:** Mr R Binns, Ms M Close and Ms K O'Connor

### CD13 Minutes

The Minutes of the meetings held on April and 19 June 2020 were agreed as a correct record.

### CD14 City Investment Plan

The Board received the draft City Investment Plan (CIP) for consideration and approval in time for submission by 31 July 2020. The milestones in the preparation of the CIP was highlighted and it was acknowledged that a lot of hard work and effort had been made to get to this position in a short period of time. The CIP summary was that it is a 15 year Plan which included 6 priorities and £24.98m of Town Fund Investment Programme. The CIP development process included stakeholder engagement with strong community feedback, highlighting the Preston narrative.

The Board was informed that there was a Check and Challenge offered and was taken up by the Preston City Towns Board which was very positive and constructive. The draft CIP reflected comments received at the session which was attended by the Head of the Unit overseeing the process. Comments received following the Board paper issue was highlighted to the Board. The Board were given details about the template submission form which was issued on 9 July 2020. The template submission form required

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the submission to be no more than 10,000 words which meant the current document had to be reduced as it was 35,000 word. It was noted that the submission could be appended to.

The Board received details and narrative behind the CIP visuals. This was still a working progress and changes were being made following feedback from stakeholders and Board Members. Key was to incorporate the theme of Preston – past and present. Reference to the cotton industry, heritage and history including the Guild was part of the visuals. The aim was to make the document eye catching and confident without looking too loud.

The Board Members made the following comments and observations on the Draft CIP and the Visuals:-

- The Chair thanked all involved for their efforts and hard work in producing the CIP.
- The CIP included fantastic set of ideas which are aligned to the City Council aspirations and had a broad reach and long overdue.
- The content is really good and pictures represent the City, however suggest the inclusion of the Guild Hall as it was an key building in the City Centre.
- The mention of skills needs to be prominent as it was a key element of community wealth building and well-being. The document has a vibrant and balance feel. It almost makes one question ‘why we need the money?’.
- Good reflection of the community of Preston.
- The reduced document for submission was in effect a re-write, so important not to miss key assailing points.
- Cannot underestimate the value of the process, even if the bid is not as successful as the Board the collaborative and partnership work will be a platform for the future.
- The process has been phenomenal and reminded all involved about the opportunity for Preston. The submission highlights the priorities of the City and is compelling. Preston has an opportunity to flourish.
- The visuals could emphasise Preston being the driving force of central Lancashire. The catchphrases and messages contained within the CIP shines through.
- The brochure is distinctive to Preston which will have a positive impact on the City and the document stands out.
- The CIP is clear and well written with community embedded. There could be some imagery of demand and need and highlight key pathways within the City.
- Referencing to culture and the creative sector key particularly for graduate retention.
- Need to maintain the built heritage.
- Require lobbying support by the MP.

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- Learn from the process and continue with the partnership collaboration.
- Process on-going and need to continue in preparation for the funding.

### **Resolved** – That the Board

- i. agreed the final working draft of the CIP;
- ii. Approved submission of the CIP and template forms by 31st July 2020;
- iii. agreed to delegate authority to the Chair and the Chief Executive of the Accountable Body to finalise the CIP; and
- iv. agreed to delegate authority to the Chair and the Chief Executive of the Accountable body to finalise the templates for submission.

### **CD15 Phase 2 Terms of Reference**

The Board were presented a report on the Terms of Reference for Phase 2. Terms of Reference for the Board were agreed in January 2020 and over the last six months, in accordance with those Terms, the Board has overseen preparation of a City Investment Plan incorporating a Town Deal Fund investment programme enabled by the Accountable Body. Submission of the CIP and review by government will draw to a close Phase 1 of the Town Deal process.

Government have established a Towns Hub to support the development of Town Deals and have issued further guidance on current and future phases. Phase 2 comprises three stages, firstly agreement to a Heads of Terms, secondly project approvals, and thirdly financial draw down. Phase 3, ie, the project delivery stage will require project sponsors to provide regular updates to the Board on progress against agreed milestones as well as monitoring and evaluation information, which the Board will need to share periodically with government.

Terms of Reference for the Board need to be revised to accommodate Phase 2 and Phase 3, through the agreement of an Assurance Framework which will set out how the Board and the Accountable Body manage approval and implementation of the investment programme.

The Assurance Framework will be developed following government's review of the CIP. To support the submission of the CIP it is necessary to demonstrate Board awareness of the requirement of an Assurance Framework which it is proposed is underpinned by the establishment of a Town Deal Board Investment Panel to approve Town Deal final project business cases and recommend investment decisions to the Board. The Investment Panel would be supported by a Technical Implementation Group. It is also expected that the Board would receive progress updates on the wider priorities set out in the CIP.

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The next steps were outlined and it was agreed it will be a lot harder. The Board were presented with Heads of Terms including a summary plan and details of the role of the Board.

**Resolved** – That the Board

- (i) Noted the requirement for a Town Deal Assurance Framework;
- (ii) Agreed in principle the establishment of a Town Deal Investment Panel;
- (iii) Agreed in principle the establishment of a Technical Implementation Group;
- (iv) Noted a need for independent expert appraisal of project business cases and request the Accountable Body to consider appropriate procurement;
- (v) Requested that a Draft Assurance Framework be brought for consideration to the next meeting of the Board; and
- (vi) Agreed to appoint Mr R Binns as the Chair of the Investment Panel and Mark Flemming, Uclan as the Chair of the Technical Implementation Group.

### CD16 **Town Deal additional and accelerated funding**

The Board received a report on the Towns Deal additional and accelerated funding. The Accountable Body received a letter from Jenni Dibden, Co-Director of Cities and Local Growth Unit at Ministry of Housing, Communities and Local Government – the department responsible for Towns Fund - at the start of July offering Preston a grant of £1million to fund project(s) subject to the following criteria:

- (i) delivery within the current financial year;
- (ii) spend on capital project(s);
- (iii) project represents good value for money; and
- (iv) project(s) need to be within the “intervention framework” for Towns Fund;

In addition the government’s Towns Hub have further advised that the project should be aligned with the Town Fund investment and that the detail should be provided at the same time as the submission of the CIP. Taking on board the challenge of delivering in accordance with the delivery criteria the Task and Finish Group discussed potential opportunities to utilise the funding at its meeting on 17<sup>th</sup> July, with the preferred option being **Harris Quarter Pops Up** - series of interventions in the Harris Quarter and other public spaces to encourage visits back to the City Centre.

The s151 officer for the Accountable Body will be required to confirm acceptance of the grant, in accordance with the criteria, by the middle of August.

**Resolved** – That the Board

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- (i) noted the delivery criteria for the spending;
- (ii) endorsed the proposal for spend set out in this report and its inclusion within the CIP; and
- (iii) requested that regular updates on delivery of the project are included in future reports to the Board.

### **CD17 Any Other Business**

The Board would be informed when the bid is submitted, there is a press pack prepared which will be launched after submission.

**Resolved** - It was agreed that the Chair and the Chief Executive will bring proposals for funding of the continuing work at a future meeting of the Board.