

**A Town Deal for Birkenhead**  
**Minutes of the Town Deal Board (DRAFT)**  
**Friday 10<sup>th</sup> December 2021 10:00am**  
**Online meeting via Teams**

REFERENCE	ITEM	Action
1	<p><b>Welcome and apologies</b>  The Chair (Leigh-Anne Stradeski) welcomed the Board and visitors. Apologies were received Mark Palios, Mark Lightburn, Richard Mawdsley, Sue Higginson and Julie Webster.</p> <p>See attached sheet for full list of attendees.</p>	
2	<p><b>Declarations of Interest</b>  <b>ACTION:</b> Any Declarations of Interest to be emailed to Kate Pierce (KP).</p>	Board Members
3	<p><b>Terms of Reference (stage 2)</b>  The Board considered and agreed the Terms of Reference.</p> <p>To ensure that any potential conflicts of interest are managed openly and transparently, the Director of Regeneration and Place proposed to write to all members of the Board setting out the approach to managing potential conflicts of interest and the further approval of projects and their business cases. The Board welcomed the proposal and agreed to this approach.</p> <p><b>ACTION:</b> Alan Evans to draft letter to members of the Board</p> <p><b>Membership</b>  The Chair welcomed Dan Paton (Big Heritage) and Mark Lightburn (Wirral Council) to the Board.</p> <p>The Chair thanked the members who would be stepping down from the Board and invited them to be involved in the Project Development Focus Groups moving forward. Board members stepping down included:</p> <p>Julie Webster (Wirral Council), Catherine Holmes (Homes England), Asif Hamid (Liverpool City Region LEP), Mike Horner (Wirral Growth Company), Mark Palios (Tranmere Rovers FC/TR in the Community), Nigel Hughes (YMCA), Dr Eve Collins (University of Chester), Angela Eagle MP (Member of Parliament Wallasey), Supt Martin Earl (Merseyside Police).</p> <p>The Chair invited the Board to put forward for consideration any other potential board members.</p> <p><b>ACTION:</b> Board members to send suggestions to KP</p>	<p>Alan Evans</p> <p>Board Members</p>

4	<p>KP provided an update on the Town Deal programme:</p> <ul style="list-style-type: none"> <li>• A formal grant offer has now been made by the government, subject to the conditions set out in the Head of Terms.</li> <li>• 4 Project Development Focus Groups have been set up and dates would be shared for the first meetings set for mid-January.</li> <li>• The two deadline dates set by DLUHC are 15<sup>th</sup> April and 15<sup>th</sup> July for submission of final approved business cases.</li> <li>• Metro Dynamics have been appointed as lead consultant on the development of business cases.</li> </ul> <p>Kevin Fenning of Metro Dynamics introduced himself and provided some background on the company and their experience in the Town Deal programme.</p> <p>Inception meetings between the Metro Dynamics Team and project leads will be set up for the New Year.</p> <p><b>ACTION:</b> KP to set up inception meetings between project leads and Metro Dynamics</p>	KP
5	<p>Several presentations were given to the Board:</p> <ul style="list-style-type: none"> <li>• What we have achieved this year - Juliet Blackburn (JB), Wirral Council</li> <li>• Waterfront, Levelling Up, and Dock Branch - Cathy Palmer, Wirral Council</li> <li>• Eureka! - Leigh-Anne Stradeski</li> </ul> <p>The Chair invited members of the Board to provide updates from their respective organisations and projects.</p> <p>JB asked for new stories and pictures from 2021 to be shared with the Council to ensure a full picture of all regeneration activity is captured.</p> <p><b>ACTION:</b> Board members to share with KP</p>	Board members
6	<p><b>AOB</b> None</p>	
7	<p><b>Date of next meeting</b> The next meeting of the Board would be planned for mid-March. <b>ACTION:</b> KP to set and circulate invite</p> <p>Project Development Focus groups are planned for mid-January. <b>ACTION:</b> KP to advise the Board once dates are set.</p> <p>The Chair thanks the Board for their input over the course of the year and wished the Board and visitors a Merry Christmas and a Happy New Year.</p>	<p>KP</p> <p>KP</p>