



HARTLEPOOL DEVELOPMENT CORPORATION BOARD

19th February 2024 @ 4pm
Hartlepool Civic Centre

These minutes are in draft form until approved at the next Board meeting and are therefore subject to amendments.

<u>ATTENDEES</u>	
<u>Members</u>	
Mayor Ben Houchen (Chair)	Tees Valley Mayor
Steve Turner	Independent Member
Shane Moore	Independent Member
Cllr Mike Young	Executive Member for Hartlepool BC
<u>Associate Members</u>	
Denise McGuckin	Managing Director of Hartlepool BC
<u>Officers and Others in Attendance</u>	
Gary Macdonald	Group Director of Finance & Resources, TVCA
Sarah Brackenborough	Head of Operations, TVCA
Sarah Walker	Head of Investment Development, TVCA
Victoria Pescod	Legal Manager, TVCA
Chris Ives	R3 Consultants
Justine Matchett	Lichfields
Neil Westwick	Lichfields
Guy Close	Governance & Scrutiny Manager, TVCA
Sally Henry	Governance Officer, TVCA
<u>Apologies</u>	
Brenda McLeish	Independent Member
Simon Corbett	Independent Member
Sarah Bedford	Independent Member
Lisa Molloy	Independent Member
Julie Gilhespie	Associate Member
Mark Webster	Independent Adviser
Emma Simson	Interim Monitoring Officer, TVCA
Helen Kemp	Head of Planning, TVCA

HDC 25/23	<p>CHAIRS WELCOME & INTRODUCTION</p> <p>The Chair welcomed everyone to the meeting of the Hartlepool Development Corporation Board.</p>
HDC 26/23	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were submitted as detailed above.</p>
HDC 27/23	<p>DECLARATIONS OF INTEREST</p> <p>Hartlepool Borough Council representatives (Shane Moore, Mike Young, Denise McGuckin) submitted Declarations of Interest due to Hartlepool Borough Council's interests in capital projects.</p>
HDC 16/23	<p>MINUTES OF PREVIOUS MEETING</p> <p>The Board reviewed the minutes of the meeting held on 28th November, 2023.</p> <p>RESOLVED that the minutes of the meeting held on 28th November, 2023 were agreed as an accurate record.</p>
HDC 17/25	<p>CHAIR'S UPDATE.</p> <p>The Chair advised the Board that following the findings of the Independent Review, government are happy to re-engage with TVCA on the Investment Zone. Denise McGuckin enquired when we can expect to see progress on asset transfer and was advised that the process was with the Secretary of State and HDC had no further update.</p> <p>RESOLVED that the Hartlepool Development Corporation Board noted the update.</p>
HDC 18/23	<p>CHIEF EXECUTIVES UPDATE</p> <p>The Board were provided an update on key activities not covered elsewhere on the agenda.</p> <p>The update included:-</p> <ul style="list-style-type: none"> • the Tees Valley Review Report; • Tees Valley Investment Zones; • Production Village. <p>In relation to the Tees Valley Review Report, Cllr Young commented that he was pleased to see that the cross-authority working group has been established straight away and that healthy discussions have already taken place. Feedback he has received so far has been very positive.</p> <p>The Chair passed on his thanks to Denise McGuckin and other statutory officers who have already met and set up workstreams. He advised that recommendations will be presented to TVCA Cabinet at its AGM and will also be shared with STDC Board and STDC and TVCA Audit & Governance Committees. The work will also be shared with HDC Board members when it is available.</p>

	<p>Steve Turner enquired whether any of the recommendations within the report would directly impact the HDC board and he was advised that some of the current governance and procedural processes may change.</p> <p>RESOLVED that the Hartlepool Development Corporation Board noted the update.</p>
HDC 19/23	<p>GOVERNANCE AND ELECTION PERIOD UPDATE</p> <p>Board members were provided a report which gave guidance on the upcoming Mayoral Election and advised members of their need to be cognoscente of the guidance relating to the pre-election period which commences on 19th March, 2024.</p> <p>The full guidance was set out in the appendix to the report.</p> <p>RESOLVED that the Hartlepool Development Corporation Board note the guidance provided relating to the Pre-Election Period”.</p>
HDC 20/23	<p>PLANNING UPDATE</p> <p>The Board were presented a report which advised them of the updated position of planning service delivery and the status of planning applications submitted for consideration.</p> <p>Justine Matchett advised the board that since the report was issued, 2 further applications have been received so a total of 10 applications are now pending determination.</p> <p>In future, an appendix will accompany the Planning Update report which will provide more detail on all applications and delegated decisions.</p> <p>Justine further advised the Board that there are some applications which may require a site visit and was advised to contact the TVCA Governance team to help co-ordinate.</p> <p>Denise McGuckin enquired how board members can be better notified of applications between meetings and it was agreed that members will be added to the circulation of the weekly email of applications.</p> <p>Shane Moore commented that there has been an influx of applications for Housing in Multiple Occupation (HMOs) in his Ward which he may have to determine. He was advised that most HMOs should not come to the HDC Board.</p> <p>RESOLVED that the Hartlepool Development Corporation Board noted the updated position of planning service delivery and the status of planning applications submitted for consideration.</p>
HDC 21/23	<p>BUDGET 2024-25 AND MEDIUM TERM FINANCIAL PLAN</p> <p>The Board were advised that the HDC constitution requires that the Corporation annually sets out a financial budget, which must be formally approved by the board each year. The Budget provides the financial framework within which the Corporation will operate in the forthcoming financial year (2024-2025) and over the medium term. The board were provided a report which provided the</p>

	<p>indicative budget for 2024-25. This is the first budget of the Hartlepool Development Corporation.</p> <p>Denise McGuckin commented that it is important that funding is set aside as this will enable the HDC to work at pace.</p> <p>RESOLVED that the Hartlepool Development Corporation Board:-</p> <ul style="list-style-type: none"> i. Approved the budget for 2024-25; ii. Delegates authority to the Chief Executive, Director of Finance & Resources and the Monitoring Officer for expenditure on initial project development up to £1m.
HDC 22/23	<p>TREASURY MANAGEMENT STRATEGY</p> <p>The Board were presented with the Corporation's Treasury Management, Capital and Investment Strategies for the financial year 2024/25. The Capital Strategy incorporates within it the Minimum Revenue Provision Policy.</p> <p>RESOLVED that the Hartlepool Development Corporation Board approved the Treasury Management, Investment and Capital Strategies for 2024/25.</p>
HDC 23/23	<p>MIDDLETON GRANGE SHOPPING CENTRE</p> <p>The board were provided an update on the 'business as usual' requirements of operating a shopping centre and were also provided the board decisions required to be taken, which included delegations from the board to officers, to enable efficient operation of the asset. In addition, board were updated on the longer-term regeneration opportunities for the Middleton Grange Focus Area, which includes the shopping centre within its wider environs.</p> <p>Shane Moore commented that the communications received relating to this have been useful.</p> <p><i>Under the terms of paragraph 3 of schedule 12a of the Local Government Act, the Chair passed a motion to exclude press and public at this stage of the meeting so the Board could discuss matters of a Confidential nature. The proposal was made by Mike Young (MY) , seconded by Steve Turner (ST).</i></p> <p><i>Following the confidential discussion, the press and public were admitted back into the meeting room.</i></p> <p>RESOLVED that the Hartlepool Development Corporation Board:-</p> <ul style="list-style-type: none"> i. Noted the update following acquisition of MGSC; ii. Noted the proposal for investment in marketing activities to increase footfall iii. Approved the service charge budget for 2024/2025 set out in the report; iv. Noted funding requirements for structural works v. Noted the progress towards the scheme of delegations as set out in the Report and the Appendix vi. Noted the proposal in Paragraph 1 of Appendix 7, Approved the continued negotiations in respect of that proposal and delegated the authority to the Chief Executive, s73 Officer and Monitoring Officer



	<p>having taken all appropriate advice from Barker Proudlove, R3 Consultants Limited and JLL, to approve terms of a new letting on the basis that it is in accordance with the financial model approved by the Board at the point of purchase and, subject to all legal due diligence including a satisfactory review of the Subsidy Control position, finalise all documentation in relation to those terms.</p> <p>vii. Noted and Approved the proposals at paragraphs 2(a) and 2(b) of Appendix 7, subject to all legal due diligence including a satisfactory review of the Subsidy Control position and delegated the authority to the Chief Executive, s73 Officer and Monitoring Officer to complete all legal due diligence including a satisfactory review of the Subsidy Control position in order to finalise lease and ancillary documentation in order to record those terms, or where final negotiations are required delegated authority to the Chief Executive, s73 Officer and Monitoring Officer to agree such terms that are no more detrimental to HDC than those detailed.</p> <p>viii. Noted and Approved the continued negotiations in respect of the proposals at Paragraph 3 of Appendix 7 and delegated the authority to the Chief Executive, s73 Officer and Monitoring Officer having taken all appropriate advice from Barker Proudlove, R3 Consultants Limited and JLL, to approve the terms of a new letting and subject to all legal due diligence including a satisfactory review of the Subsidy Control position, finalise all documentation in relation to those terms.</p> <p>ix. Noted the position in respect of the negotiations for the proposals at paragraph 4 of Appendix 7 and delegated authority to the Chief Executive, s73 Officer and Monitoring Officer the authority to agree Lease terms and proceed with all legal documentation to secure the letting, based on the commercial parameters set out in paragraph 4 of Appendix 7.</p>
HDC 24/23	<p>PIPELINE UPDATE REPORT</p> <p><i>Under the terms of paragraph 3 of schedule 12a Local Government Act 1972, the appendix to this report is not for publication</i></p> <p>The Board were presented a report that provided an update on projects in the Masterplan pipeline for Hartlepool Development Corporation.</p> <p>RESOLVED that the Hartlepool Development Corporation Board noted the update.</p>
	<p><i>Under the terms of paragraph 3 of schedule 12a of the Local Government Act, the Chair passed a motion to exclude press and public at this stage of the meeting so the Board could discuss matters of a Confidential nature.</i></p> <p><i>The proposal was made by Shane Moore(SM) , seconded by Mike Young (MY)</i></p>



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HDC 25/23	<p>CONFIDENTIAL INVESTMENT OPPORTUNITY</p> <p>The Hartlepool Development Corporation (HDC) Board were provided a report detailing a confidential Investment Opportunity. Following discussion,</p> <p>RESOLVED that the Hartlepool Development Corporation Board:-</p> <ul style="list-style-type: none"> i. Endorsed the outline proposal; ii. Approved the recommendation with the report; iii. Noted the approach to planning.
	<p>DATE OF NEXT MEETING</p> <p>Monday 18th March, 2024</p>