

Minutes

Meeting Title: Truro Town Deal Board

Date: 4th November 2021

Time: 3:00pm – 5:00pm

Location: Microsoft Teams

Chaired by: Bert Biscoe

Attendees: Voting Members: David Harris (DH), Simon Hendra (SH, joined 3:33pm), Alun Jones (AJ), Nigel King (NK), Cllr Rob Nolan (RN), Cllr Loic Rich (LR – left 4:31pm), Nick Seaton-Burr ridge (NSB), Alan Stanhope (AS), Carole Theobald (CT), David Walrond (DW), Cllr Christopher Wells (CW).

Council Officers: Beth Briggs (BBr – left 3:06pm), Melissa Burrow (MB), Sarah Corbett (SC), Claire Hurley (CH), Emily Kent (EK – left 3:30pm), Ian Mackelworth (IM), Helen Nicholson (HL), Phillip Woods (PW).

Presenters: Roger Gazzard (RG - joined 3:15pm, left 3:36pm), Luise Gambardella-Strapp (LGS – left 4:11pm), Scott James (SJ – left 4:10pm), Jordan Rowse (JW), Steven Webb (SW – left 4:09pm), Karlene Stokes (KS – left 4:10pm)

Apologies: Derek Green (DG), Nigel Knuckey (NK).

1 Consent to record

- All present gave their consent for the meeting to be recorded to aid the production of minutes.

2 Welcome and Apologies

- Apologies noted above.

3 Declaration of Interest

- There were no declarations of interest.

4 Minutes of the last Meeting and Action Tracker

- The minutes of the meeting held on 16.09.21 were agreed as an accurate record.
- Item 6 Action 3 – IM advised that the Cornwall Council officers responsible for project delivery would be those at a senior level who were most closely aligned to each project.

5 Matters arising not covered on the agenda

- There were no matters arising.

6 Project lead Presentations

Boscawen Sport & Recreation

- SJ gave a presentation about the Boscawen Sport & Recreation project, a copy of which has been circulated to the Board. A discussion followed.
- DH raised concerns that the studies mentioned in the presentation had not been carried out and asked if there was a timetable for producing them. SJ advised that reports were expected in the new year and assured the Board that timetables would be put in place with the consultants.
- Regarding how the Botanical House would generate revenue, RG advised that they intended to charge residents a lower fee than visitors and generate income from the café and plant sales.
- In answer to a question about the required improvements to flood defences, SJ noted that this needed to be addressed as a whole, considering the harbour, Boscawen Park and Truro Loops projects, as they were all interconnected. He noted that Cornwall Council were keen to work with MWJV and the Environment Agency to find a solution.
- CH advised that there was no deadline for projects' public consultations - there was scope for a town-wide approach, but projects should engage with their own users to inform project development.
- BB queried how synergies between the proposed bridge and other projects such as Boscawen Sport & Recreation and Truro Loops would be addressed in project development. SJ acknowledged that the bridge was key to unlocking a number of projects and would be particularly important for the masterplanning.

Truro Harbour and Lemon Quay

- CH gave a verbal update and SJ talked through a presentation on Truro Harbour & Lemon Quay. A copy of the presentation has been circulated to the board.
- SJ noted that project costs had risen creating a gap between budget and funding which needed to be addressed and a strategy agreed. For example, could money be vired across from other Truro Town Deal projects to a key project such as the lifting bridge.
- **ACTION 1:** CH/SC - full feasibility report to be made available to Board.
- **ACTION 2:** SC - slides to be circulated to the Board.
- BB noted that if metals could be extracted from silt in the river it could be a source of match funding for Town Deal projects as the price of metals was high. CH advised that this had been raised with WSP and the silt would be sampled, but there was a question over whether the volume of dredged material would be large enough to make recovery financially viable.
- MB provided an update from Nick Truscott, CC passenger transport lead, on buses' use of Lemon Quay - no buses were crossing Lemon Quay in service when exiting the city via Lemon Street/Falmouth Road. CW noted that some buses had been seen crossing the Quay and asked MB to check the current position.
- **ACTION 3:** MB to check if any bus services are crossing Lemon Quay.
- SJ advised that when the cost of the projects had been revised predicted cost increases across time had been built in.
- DW queried the mechanism and timeframes for dealing with the £3.8m funding gap. SJ advised that the Board would receive costed options and a prioritisation process would be carried out in approx February/March 2022. He impressed upon the Board the need

to consider whether they would reallocate funds from projects which were not progressing so well to other priorities such as the lifting bridge.

7 **Board Member Project / Stakeholder engagement**

- Board accepted AS's proposal that each Truro Town Deal project should have a stakeholder group in which at least one board member takes an active role.
- It was noted that Boscawen Sport and Recreation already had a stakeholder group and NK offered to be the Board representative.
- **ACTION 4:** AS to work with the PMO to define the membership of each stakeholder group, agree board member membership and report at next meeting.

8 **Programme Management Office Update**

- CH talked through the Project Highlight Report and Risk Register.
- Mutual Ventures' work on business case development was fully underway and they had done baselining with all projects not led by Cornwall Council.
- The cashflow facility was open and one application had been received from a Truro Town Deal project. The PMO was encouraging other projects to make use of the facility to support project development.
- CH highlighted cost escalation as a key risk. Increasing costs were being seen because project costs were now becoming more clearly defined and the pandemic and cost increases in the supply chain were having an effect.
- CH advised that the PMO would report on cost escalation at the next meeting and proposed that the Board consider how this would be managed.
- **ACTION 5:** CH to report at next board on cost escalation
- CH noted that match funding also remained a risk for many projects.
- The Board discussed the possibility of holding an event for potential match funders to introduce them to projects and felt it would be better to this when full business cases were ready and there was greater clarity around costs and potential returns for investors. It was also noted that it would be more effective to seek match funding on a project by project basis as different projects would suit different funders, eg public or private sector. CH noted that the PMO could draw in other resources such as Cornwall Trade & Investment.
- **ACTION 6:** CH report on how the Board might attract match funders.

9 **Communications Update**

- The Communications Lead post at the PMO had been filled that week and Aurore Parkin, who had taken on the role, would be contacting the Board's communications representatives. Budget was available for supporting town level communications so a priority would be to find out what the reps wanted to achieve and procure any external support required.
- **ACTION 7:** CH to report on progress on communications at the next meeting.

10 **Any other Business**

- None

11 **Items for next agenda**

- None

12 **Date of Next Meeting**

- 9th December 2021
- 3rd February 2022

13 **Papers for information**

- Documents were noted.

Meeting ended 4:47pm