

# Minutes

<b>Meeting Title:</b>	<b>Truro Town Deal Board meeting</b>
<b>Date:</b>	Thursday 24 November 2022
<b>Time:</b>	3:00pm - 5:00pm
<b>Location:</b>	Microsoft Teams
<b>Chaired by:</b>	Alan Stanhope (AS)
<b>Attendees:</b>	Voting Members: Phil Allen (PA), Bert Biscoe (BB), Cllr Chris Wells (CW) Alun Jones (AJ), Nigel King (NK), Cllr Loic Rich (LR), Nick Seaton-Burridge (NSB), Rachel Hammond (RH), Simon Hendra (SH),  Officers: Melissa Burrow (MB), Clare Connaughton (CC), Emily Kent (EK), Rachel Picken (RP), Helen Nicholson (HN)  Presenters: Andrew Archer (AA) Rob Orchard (RO) John Mitchell (JM) Roger Gazzard (RG)
<b>Apologies:</b>	Cllr Rob Nolan (RN) Aurore Parkin (AP) Carole Theobald (CT ) David Walrond  Cllr David Harris (DH)

- 1 **Consent of all present to record meeting**
  - All present consented to the meeting being recorded for the purpose of assisting with minute production.
- 2 **Welcome and Apologies**
  - Apologies noted above.
- 3 **Declaration of Potential Conflicts of Interest**
  - NK declared an interest in Old Bakery Studios and Richmond House.
  - DH declared an interest as a Cabinet member at Cornwall Council
  - PA declared an interest as a member of Truro Boating Association.
  - LR declared an interest in Truro River Working Group as an unpaid director.
- 4 **Minutes and action tracker**
  - The minutes from 16/09/22 were agreed as a true and accurate record.
  - Action 1 – Nominations Committee volunteers – RH and NSB agreed, to join the Chair and Vice-Chair
  - Action 2 – Grant Funding Agreement (GFA) – to be discussed today, **Action completed.**
  - Action 3 – Methodist Church Community Hub – They have confirmed their planning application will be submitted this week. **Action completed.**

- Action 4 – Sub-group roles - it was confirmed the role of sub-groups are to provide feedback to this Board and flag concerns/feedback local context as proposals are developed. **Action completed.**
- Action 5 – AA attended the meeting today to provide an update. **Action completed.**
- All remaining actions have been completed.

## 5 **Matters arising**

- None.

## 6 **PMO Update (MB)**

- Department of Levelling Up Housing and Communities (DLUHC) has now approved all 7 of the Truro projects' business case Summaries, which released the 1<sup>st</sup> tranche of funding to the Approving Body on the 23<sup>rd</sup> of September 2022. This is high level approval which takes projects to the next stage of project assurance which will see Grant Funding Agreements approved for all non CC projects and the first payments made to projects,
- Monitoring and Evaluation (M&E) reports must be submitted to DLUHC 6 monthly and the first submission is due 16 December 2022. Whilst there will not be a great deal of data to submit, the form covers milestones. The form will be circulated to members, and the Chair is required to give final approval approval,
- CC-led projects will be issued with a Service Level Agreement (SLA), MB had provided an expected timeline to show progress for the GFAs and SLAs in the agenda pack,
- Unsecured match funding is a key risk to delivery for some projects and projects will need to provide evidence of match funding and assurance around when it will become available,
- BB expressed concern regarding cash-flow of the Methodist Community Hub, as they wait for planning approval required to secure match-funding, it was noted that the planning application process takes a minimum of 8 weeks and includes a statutory consultation period.

## 7 **Verbal updates from members and project leads**

- **Truro Community Hub (BB)** – This has been covered above,
- **The Hive (CW)** - CW attended Pydar Regen public consultation last week, which was very informative. The Pydar team is due to submit a Reserved Matters Application (RMA) to Cabinet in December 2022. Another public consultation has been scheduled for January 2023, and hopefully Heads of Terms (HoTs) can be signed,
- **Royal Cornwall Museum (SH)** – The museum is in a more secure position in terms of funding to remain open
- **Green Transport project (AA)**
  - E-bikes element will proceed. ESIF funding has been approved to enhance walking and cycling connection between Lemon Quay and Newham Trail at Lighterage Hill. ESIF deadline is June 2023 to deliver these improvements,
  - AA and KC met with Newham BID to discuss their proposals for Newham Road. Concerns were expressed by Newham BID members about the width of vehicles needing to use Newham Road and that a sensible road width is needed to be retained. AA confirmed that trials will take place of the proposed widths and AA

will update Newham BID following the next stages of project development.

**Recommendation** – The Board approved the proposal,

- The second proposal is to carry out further investigations and modelling of an ‘at grade’ crossing at Morlaix Avenue, which would deliver a Disability Discrimination Act (DDA) compliant crossing and improved walking and cycling connection between Lemon Quay and the riverside routes. The current subway is not DDA compliant due to the gradients of the slopes. BB expressed concerns about impact on traffic movements along Morlaix Avenue and the economic importance of this stretch of road. The proposal was discussed and the majority of board members expressed consensus and support this at grade crossing proposal. It was agreed for AA to take back comments from today and include them in the study before a decision is taken to progress this proposal,
- **Truro Harbour and Lemon Quay (RO, JM, KC)** – RO is the Strategic Client Lead for the Truro Harbour projects. He will coordinate this project and drive business cases forward for each of the project elements:
  - JM presented the Lemon Quay proposals – Engagement sessions have taken place with stakeholders and a detailed business plan has been commissioned. The proposed permanent marquee on Lemon Quay is being scrutinised for financial viability and consideration will take place with Truro City Council who are the leaseholders,
  - The stakeholder questionnaire result will be shared and proposals will seek CC assurance,
  - CJ presented Truro Harbour and Lighterage Quay proposed designs, objective is to connect the harbour to Lemon Quay and the rest of the city,
  - Work is being carried out to develop opportunities on Town Quay which will support harbour operations and develop food/leisure opportunities to attract footfall across from Lemon Quay
  - A proposed footbridge from Garras Wharf to link with the harbour and look at opportunities at Lighterage Quay, with a link to Boscawen Park,
  - CJ is taking the report to the Harbours Board on 9 February 2023 then bring it to this Board meeting on 23 February 2023,
- **New Life for City Buildings (RG)**
  - Moving towards a GFA, projects include sports / leisure,
  - TCC is looking to fund a new role to manage the NLFCB grant funding and provide support across the Boscawen Park project, this would be funded by town deal money allocated to the projects,
  - RG would like to advertise the role and will do a job specification for recruitment,
  - Boscawen Park – Moving towards a GFA, WWA advising on spend profile, costs and cash-flow.

## 8 Communications update (RP)

- Consultations have taken place at Lemon Quay and Boscawen Park and feedback has been positive,
- The positive news of the first tranche of funding was good to talk about during the engagements,
- Following a press release, local press has featured the item,
- RP working alongside Inner Circle on a series of public engagements,
- A Comms project leads meeting has been scheduled for 7 December.

*CJ left the meeting at 17:00.*

9 **Any other Business**

- AS has forwarded a letter of thanks to Claire Hurley for her hard work; Claire has moved onto another role within the Service,
- The meeting concluded at 17:06.

10 **Next Meeting**

- Thursday 23 February 2023, 15:00, Teams.