

# Minutes

<b>Meeting Title:</b>	<b>Truro Town Deal Board</b>
<b>Date:</b>	29.02.2024
<b>Time:</b>	15:00 – 17:00
<b>Location:</b>	Trelawny Room, New County Hall
<b>Chaired by:</b>	Alan Stanhope (AS)
<b>Attendees:</b>	<p><b>Voting members:</b> Phil Allen (PA), Bert Biscoe (BB), Cllr Chris Wells (CW) Alun Jones (AJ), Nigel King (NK), Cllr Loic Rich (LR), Nick Seaton-Burrige (NSB), Rachel Hammond (RH), Simon Hendra (SH), David Harris (DH), Nigel Knuckey (NK2), Rob Nolan (RN), Sarah Wetherill (SW), David Pollard (DP)</p> <p><b>CC Officers:</b> Helen Nicholson (HN), Glenn Caplin-Grey (GCG), Matt Pitt (MP), Danielle Hunt (DH), Mark Harvey (MH), Jon Mitchell (JM), Christopher Jones (CJ)</p> <p><b>Presenters:</b> Kieren Couch (KC), Richard Budge (RB)</p>
<b>Apologies:</b>	Cherilyn Mackrory MP (CM), Cllr Rob Nolan (RN), Robert Orchard (RO), Thomas Rees (TR), David Walrond (DW)

<b>Minutes</b>		<b>Action</b>
<b>1</b>	<b>Consent of all present to record meeting</b>	
1.1	<ul style="list-style-type: none"> <li>Consent was granted by all attendees for the meeting to be recorded.</li> </ul>	
<b>2</b>	<b>Welcome and apologies</b>	
2.1	<ul style="list-style-type: none"> <li>Apologies were noted as above.</li> </ul>	
<b>3</b>	<b>Declarations of potential conflicts of interest</b>	
3.1	<ul style="list-style-type: none"> <li>No declarations of conflicts of interest were raised.</li> </ul>	

Minutes	Action
<p><b>4 Minutes and action tracker</b></p> <p>4.1 • The minutes were agreed as an accurate record of the previous meeting,</p> <p>4.2 • The actions were agreed and noted.</p>	
<p><b>5 Matters arising not covered on the agenda</b></p> <p>5.1 • No matters not covered on the agenda were raised.</p>	
<p><b>6 Programme Overview Report</b></p> <p>6.1 • MH highlighted the key areas of progress across the programme:</p> <p>6a.1 ○ The contract for Boscawen Park had been signed,</p> <p>6a.2 ○ The Hive contract had also been signed,</p> <p>6a.3 ○ Truro Methodist Church were the final project in Truro awaiting a funding agreement and were working through a value engineering exercise,</p> <p>6a.4 ○ The financial overview table for the programme would develop in line with the programme,</p> <p>6a.5 ○ The final spend deadline for all Town Deal Funding on the projects was confirmed as the 31<sup>st</sup> March 2026,</p> <p>6.2 • <b>The Board noted the intention of the Accountable Body to establish and communicate a deadline of 30 April 2024 for the remaining projects to enter into funding agreements in order to safeguard the delivery of funding within the town.</b></p>	
<p><b>7 Communications Update</b></p> <p>7.1 • Rachel Foster provided an update on the developments across the Town Deal communications:</p> <p>7a.1 ○ Projects would receive media coverage as they reached the pre-application stage,</p> <p>7a.2 ○ Public engagement across the programme had been positive,</p> <p>7a.3 ○ Activity across the communication channels was growing.</p> <p>7.2 <b>ACTION: Members to be provided with a consolidated report / presentation detailing the outcome of the public consultation held in late 2023.</b></p>	<p><b>PMO</b></p>

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7.3	<b>Action: Rachel to communicate planning pre-applications to Board Members as a heads up before they go out.</b>	RF
8	<p><b>Project Updates</b></p> <p><b>Truro Harbour &amp; Lemon Quay</b></p> <p><b>Lighterage Quay Bridge</b></p> <p>8.1</p> <ul style="list-style-type: none"> <li>• KC asked Board Members to note the recommendations as detailed in the written report:</li> </ul> <p>8a.1</p> <ul style="list-style-type: none"> <li>○ Note the Habitat Regulations Assessment (HRA) requirements and the potential for risks to project delivery,</li> </ul> <p>8a.2</p> <ul style="list-style-type: none"> <li>○ Note the reported delays in statutory approvals timescales.</li> </ul> <p>8.2</p> <ul style="list-style-type: none"> <li>• KC explained that they had managed to move the Environment Agency into a supportive position however this was part of the reason for the reported increase in costs.</li> </ul> <p>8.3</p> <ul style="list-style-type: none"> <li>• In order to meet the requirements of the Environment Agency, the bridge had to be relocated further upstream towards the city of Truro.</li> </ul> <p>8.4</p> <ul style="list-style-type: none"> <li>• KC confirmed that the deliverability of the lifting bridge was achievable, as long as the approval processes had been met in the required timeframe,</li> </ul> <p>8.5</p> <ul style="list-style-type: none"> <li>• In response to a question regarding approval timelines and why this hadn't been previously understood, KC explained that 12</li> </ul>	

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<p>months of EA testing needed to be completed prior to the position the project team had now reached,</p> <p>8.6 • AS noted that RO was looking into sponsorship for the operation management of the bridge,</p> <p>8.7 • CJ explained that the Port of Truro did not have the funds to manage the operation of the bridge and therefore a request for the operation management of the bridge to be managed by Cornwall Council as a transport asset had been raised,</p> <p>8.8 • A strong view was shared by Board Members that the work to deliver the bridge should go ahead as the addition of the bridge had been a desired part of the Town Deal programme as supported by the people of Truro.</p>	
<p><b>Town Quay</b></p> <p>8.9 • CJ provided an update on the project:</p> <p>8b.1 ○ Confidential talks with the owner of the Compton Castle were ongoing,</p> <p>8b.2 ○ There was a Harbour Board meeting scheduled for the 14<sup>th</sup> March which would recommend the removal of the Compton Castle,</p> <p>8b.3 ○ The Harbour had been working with local enforcement to monitor the site following a number of incidents of anti-social behaviour,</p>	

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8b.4	<ul style="list-style-type: none"> <li>○ New tenants of the Penrose building were due to occupy building shortly,</li> </ul>	
8b.5	<ul style="list-style-type: none"> <li>○ The plan for the space created following the clearance of the Compton Castle, would be for a public realm space,</li> </ul>	
8b.6	<ul style="list-style-type: none"> <li>○ There were mixed views expressed regarding the Town Deal Funding being used for the demolition of the Compton Castle vs funding being utilised for the future of the site.</li> </ul>	
8b.7	<ul style="list-style-type: none"> <li>○ AS noted that an updated business case including the future of the Compton Castle site and updated costs for all elements of the Harbours project would be brought to the May Town Deal Board meeting where decisions would be required on a way forward</li> </ul>	
8.10	<ul style="list-style-type: none"> <li>● <b>Board Members unanimously approved the recommendations as listed in the written report:</b></li> </ul>	
8c.1	<ul style="list-style-type: none"> <li>○ Note the requirement to carry out further intrusive surveys on the Harbour Office due to the results of the Structural Survey.</li> </ul>	
8c.2	<ul style="list-style-type: none"> <li>○ That a resolution/letter be sent to the Harbours Board indicating the Town Deal Board's support for the betterment of the area currently occupied for the Compton Castle and noting its intention to update its business case for the inclusion of an enhancement scheme within its Truro Harbours project.</li> </ul>	

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<p>CLlr David Harris left the room 16:23</p> <p><b>Lemon Quay</b></p> <ul style="list-style-type: none"> <li>8.11 • JM provided an update on the project’s progress: <ul style="list-style-type: none"> <li>8d.1 ○ Drawings of the Quay were on the “Let’s talk” website for review,</li> <li>8d.2 ○ The project team were working with counter terrorism to review the proposed plans for the Quay,</li> <li>8d.3 ○ The project timeline was achievable,</li> <li>8d.4 ○ The project was continuing to engage with stakeholders in highways in regard to the traffic management of the space,</li> <li>8d.5 ○ The project would present at the commercial and investment Board on 1<sup>st</sup> May 2024,</li> <li>8d.6 ○ The design costs for the Quay were being finalised and there were options to descope elements of the project if required to stay within budget,</li> <li>8d.7 ○ General support for the project was shared by the majority of the public.</li> </ul> </li> <li>8.12 • RB updated the Board that the toilet renovations at Lemon Quay were nearing completion but that there had been slight delays to the completion of the murals due to extended periods of bad weather.</li> </ul>	

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<p>8.13</p> <ul style="list-style-type: none"> <li>RB confirmed that he had been in liaison with RO and an events manager would still be advertised for but with a revised role for a set length of time to bring in unique events to the space which would then at a future date, become a self-funded role.</li> </ul> <p>Chris Jones left the room at 16:27.</p> <p><b>Green Transport</b></p>	
<p>8.14</p> <ul style="list-style-type: none"> <li>Matt Game introduced himself to the Board and explained his key aim in his new role as client lead, was to oversee transport projects across the four Cornish Town Deals, including Truro,</li> </ul>	
<p>8.15</p> <ul style="list-style-type: none"> <li>KC asked Board Members to note the contents of the report and updated the Board on the progress:</li> </ul>	
<p>8e.1</p> <ul style="list-style-type: none"> <li>The project team had been working with Cormac to understand the costs involved as part of the riverside path design,</li> </ul>	
<p>8e.2</p> <ul style="list-style-type: none"> <li>The riverside path element of the project had reached a critical decision stage and a review of the options that would be deliverable were under review,</li> </ul>	
<p>8.16</p> <p><b>ACTION: KC to present the detail and costs for the riverside path at the next joint subgroup meeting.</b></p>	<p>KC</p>

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8.17	<ul style="list-style-type: none"> <li>• GCG noted that Cornwall Council recognised and understood all the views expressed by Board Members in the meeting and that the PMO were prioritising the finalisation of the contracting stage and that key decisions would be brought to the May Board meeting in order to allow the programme to progress into delivery.</li> </ul> <p>Kieren Couch, Jon Mitchell and Matt Game left the room at 16:45.</p> <p><b>Royal Cornwall Museum</b></p>
8.18	<ul style="list-style-type: none"> <li>• The contents of the written report were noted by Board Members and no queries were raised.</li> </ul> <p><b>Boscawen Sports Hub</b></p>
8.19	<ul style="list-style-type: none"> <li>• RB updated the Board on the progress of the project: <ul style="list-style-type: none"> <li>8f.1 ○ The project team had been working hard to scale down the build,</li> <li>8f.2 ○ The revised design would be shared with the project shortly,</li> <li>8f.3 ○ A project meeting with WWA would be held to agree on the project SNAGs,</li> </ul> </li> </ul>



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8f.4	<ul style="list-style-type: none"> <li>○ The project had experienced some difficulties in working with the Environment Agency in regard to the stabilisation of the riverbank and the dredging of the duck pond,</li> </ul>	
8f.5	<ul style="list-style-type: none"> <li>○ Following the completion of discussions with the Environment Agency, the project should be in a position to put in a planning application in May,</li> </ul>	
8f.6	<ul style="list-style-type: none"> <li>○ The GFA was signed on the 29<sup>th</sup> February 2024 and returned to CC.</li> </ul>	
<p><b>New Life for City Buildings</b></p>		
<ul style="list-style-type: none"> <li>• RB provided an update on the progress of the project:</li> </ul>		
8.20	<ul style="list-style-type: none"> <li>○ The project had had its second Board meeting,</li> </ul>	
8g.1	<ul style="list-style-type: none"> <li>○ The project was now compliant with the requirements for Companies House,</li> </ul>	
8g.2	<ul style="list-style-type: none"> <li>○ 26 expressions of interest for grant funding had been received</li> </ul>	
8g.3	<ul style="list-style-type: none"> <li>and 6 of those had been reviewed at the recent Board meeting,</li> </ul>	
8g.4	<ul style="list-style-type: none"> <li>○ The project had enlisted the help of a governance consultant to ensure that it was working within the correct framework,</li> </ul>	
8g.5	<ul style="list-style-type: none"> <li>○ A matrix would be formed to fairly review each EOI,</li> </ul>	
8g.6	<ul style="list-style-type: none"> <li>○ The next Board meeting would be held on the 26<sup>th</sup> March 2024.</li> </ul>	
8g.7	<ul style="list-style-type: none"> <li>○ RB noted that the Board Meeting would be his last Board meeting as the internal organisation was changing within the City Council.</li> </ul>	

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<p>8.21 • The Board joined BB and AS in expressing their thanks to RB for all the extensive work he had done to lead the two Truro City Council projects forward.</p> <p><b>Truro Community Hub</b></p> <p>8.22 • BB provided an update in addition to the written report to the Board on the project’s progress:</p> <p>8h.1 ○ The project was working to deliver a valuable part of the Town Deal’s vision to improve a listed building and a community space for the public,</p> <p>8h.2 ○ The current hard economic times were affecting the project’s opportunity to receive additional match funding as required,</p> <p>8h.3 ○ BB noted that concurrent discussions were required with the project around the finalisation of the GFA and the future funding opportunities would be the most beneficial outcome for the project.</p> <p>The meeting concluded at 17:01.</p>	
<p><b>9</b> “A.O.B” – 3 days’ notice to be provided in writing to the Chair. Please send all A.O.B to Danielle.hunt@cornwall.gov.uk.</p> <p>9.1 • No A.O.B submitted.</p>	
<p><b>10</b> <b>Date of Next Meetings:</b></p> <p>10.1 • Thursday 9<sup>th</sup> May 2024, Trelawny Room, New County Hall Truro</p> <p>10.2 • Thursday 26<sup>th</sup> September 2024, MS Teams</p>	