

Minutes

Meeting Title: Truro Town Deal Board

Date: 9th October 2020

Time: 13.30 to 15.30

Location: Microsoft Teams

Chaired by: Carole Theobald

Attendees: Voting Members: CC Bert Biscoe (BB – joined at 13.56), Roger Gazzard (RG), Cllr Derek Green (DG), Rachel Hammond (RH), Cllr David Harris (DH), Simon Hendra (SH), Alun Jones (AJ), Nigel Knuckey (NKn), Cherilyn Mackrory (CM), CC Loic Rich (LR), Mel Richardson (MR), Nick Seaton-Burridge (NB), Alan Stanhope (AS), Carole Theobald (CT), CC Dulcie Tudor (DT), David Walrond (DW)

Officers: Beth Briggs (BBr), Glenn Caplin-Grey (GCG), Josie Gough (JG – Government Advisor, BEIS), Phill Woods (PW)

Agile PR: Rachel Picken (RP – left at 14.10)

Apologies: Lucy Jones (LJ), Nigel King (NK), Cllr Rob Nolan (RN) and Harry Pickering (HP)

Minutes

1 Welcome and Apologies

- Apologies noted under Attendees above.

2 Declaration of Interest

- No declarations of interest were declared.

3 Minutes of the last Meeting

- It was proposed by NB, seconded by MR and agreed by the Board that these minutes be adopted as an accurate record.
- Actions from last meeting:
 - Item 3: BB to amend minutes – actioned
 - Item 3: PW/LJ to cost HOTS – ongoing
 - Item 3: Love Truro document circulated – actioned
 - Item 5: Accelerated projects – actioned

- Item 6: Meeting with EA – actioned, RG advised that next action is to speak to Cornwall Council Planning Team
- Item 7: Pydar development – actioned, DT confirmed she has attended several meetings

4 **Matters arising not covered on the agenda**

- NB enquired as to whether, during the meeting with the EA as noted in item 3, a tidal sill had been discussed. RG confirmed that it had, and considerations and discussions were ongoing.
- NB enquired as to progress with the Pydar development. DT advised that the project was currently proceeding on schedule.

5 **Communications and Engagement update**

- RP made a presentation to the Board, and it was noted that a copy of this would be circulated to Members when the minutes were sent out.
- RP noted that she would be happy to share her team's smart objectives with Members.
- RP advised that the next steps included a community engagement plan, generating letters of support, online surveys (utilising Microsoft Forms).
- RP was drawing up a budget for offline consultation, to be undertaken in and around October half term, Covid restrictions and risk assessments allowing.
- RH reminded Members that, as press interest increased, they should be mindful of communications around the Town Deal, including comments on Facebook that journalists may pick up. She noted that RP and her team were an excellent resource and that comms should be directed through them.
- BB commented that the TIP would be used as a reference document, not just for the Town Deal but for years to come and that the language within it should be carefully selected to ensure a consistently positive message.

6 **Update on development of Truro Investment Plan**

- JG advised Members that this was an economic growth fund and that the TIP needed to demonstrate outcomes which would score well against the intervention framework, and evidence Theory of Change.
- JG advised that the TIP should be written with the 'tippex test' in mind, i.e. if the name of the town was removed, the identity and unique characteristics of Truro would remain clear.
- JG reminded Members that project coherence was key, and that the fund was up to £25m, but this amount should only be applied for with a cohesive list of projects. 'bolt on' projects to make the bid up to the total £25m would jeopardise the bid.
- The golden thread of the projects was important, with the outcomes and outputs being more than the sum of its parts.
- PW shared the timeline he was working on.
- PW noted the check and challenge service provided by Arup, where the draft review could be submitted. The dates for this were still being finalised but Truro was currently earmarked for the last week in November.

- PW noted that he was also seeking guidance on the Cabinet approval process.
- GCG added that the timeline was challenging especially with the additional pull on resource as a result of Covid, but that the Service was looking to put additional resource into Towns Fund where it was possible to do so.
- RG enquired as to whether Arup was able to provide project-specific advice, PW advised that he would follow up on this with RG outside the meeting.
- **ACTION: PW to put RG in touch with Arup.**
- Regarding the capacity fund budget – PW advised that he had met with the Finance team the previous day with the aim of getting an accurate update circulated to Members as soon as possible.
- In terms of resource provided by the service, GCG advised that the Coordinator (LJ) and admin support (BB) costs were charged to the capacity budget, but PW and GCG time was not charged. Additional support would be provided were possible but some projects requiring feasibility studies etc. may require a charge to progress.
- It was noted that the resource would be best used when a manageable portfolio of projects had been established.

7 **Proposed Projects Portfolio for Truro Investment Plan**

- A paper had been circulated with the agenda.
- AS noted his thanks to the assessment group and others for their help in getting to this point. CT added her thanks to AS and those who have been involved.
- AS took Members through the paper, providing an update on the current position regarding project development and setting out the journey so far.
- AS confirmed that the project costs included in the report were net and most were currently estimated costs which needed to undergo further cost analysis.
- Match funding was discussed, with AS noting that this may not always take the form of a cash injection, but could also include devolution of land, property etc.
- BB suggested that a small group of Members could be formed and tasked with investigating match funding opportunities.
- BB noted how important deliverability was as a consideration.
- DT commented that Langarth should be part of the TIP due to economic growth and that the new development at Langarth should be considered in terms of future population.
- GCG reminded Members of JG advice regarding outputs and that the projects and ensuring they were clear.
- Members agreed to adopt this paper.

8 **Accelerated Fund update**

- GCG advised that Cornwall Council were now in receipt of the fund and that contracts had been drafted for all successful projects.
- It was noted that Truro had a large proportion of the projects, compared to the other Cornish towns and that a meeting with delivery organisations was being set up in order to discuss reporting etc.
- GCG advised that he was currently looking at the capacity to oversee all the Cornish town projects and was looking to bring in a programme manager to oversee this alongside the delivery bodies, and who would provide progress reports to the Board.

- GCG noted that the aim was to treat the accelerated fund delivery as a programme in its own right to allow the Board to focus on the TIP.

9 **Any other Business**

- SH enquired as to the timescale of the city infrastructure project within the accelerated fund.
- RG advised that the City Council were progressing this with the aim of producing a draft proposal by the end of October, obtaining all necessary permissions (Planning, Transport etc.) during November, finalising procedure in December with a view to delivery in February and March.

10 **Date of Next Meeting**

- 1.30-3.30pm, Friday 6th November.