

# Minutes

**Meeting Title:** Truro Town Deal Board

**Date:** 21<sup>st</sup> December 2020

**Time:** 09.30 to 12.30

**Location:** Microsoft Teams

**Chaired by:** Carole Theobald (CT)

**Attendees:** Voting Members: CC Bert Biscoe (BB), Roger Gazzard (RG), Rachel Hammond (RH – arrived at 10:15), Cllr David Harris (DH), Simon Hendra (SH), Alun Jones (AJ), Nigel Knuckey (NKn), Cherilyn Mackrory (CM), Rob Nolan (RN), CC Loic Rich (LR), Nick Seaton-Burr ridge (NB), Alan Stanhope (AS), David Walrond (DW)

Officers: Beth Briggs (BBr), Mark O'Brien (MB), Mel Richardson (MR), Phill Woods (PW)

**Apologies:** Glenn Caplin-Grey (GCG), CC Derek Green (DG), Nigel King (NK)

## 1 Welcome and Apologies

- Apologies noted under Attendees above.

## 2 Declaration of Interest

- No declarations of interest were declared.
- CT noted that NK had been concerned about conflicts of interest and had been advised that he was able to join the meeting and not take part in any vote/debate related to his interest. However it was noted that NK may opt not to attend the meeting.

## 3 Minutes of the last Meeting

- Item 5 – Members wished the number of votes for the proposal to be included.
- **ACTION:** BB to update final version.
- It was proposed by AJ, seconded by NSB and agreed by the Board that the minutes of the meeting held on 27<sup>th</sup> November 2020 be adopted as an accurate record, subject to the minor amendment above.
- Actions from last meeting:
  - Item 5, page 2 – CM advised that a meeting with the EA had been arranged.
  - Item 6, page 2 – it was confirmed that TIP information had been circulated.
  - Item 9, page 3 – CT confirmed that Agile PR had been engaged until end Jan 2021.
  - Item 10, page 3 – It was noted that a written update had been provided.

## 4 Matters arising not covered on the agenda

- No matters arising.

## 5 Project portfolio update

- AS had shared a written update prior to the meeting. AS took Members through this paper.
- AS noted that risk mitigation would involve spend of capacity fund on further feasibility studies.
- AS reminded Members that there was a 12-month period after submission of the TIP to work up full business cases.
- Harbour/Quay: DH requested sight of the detailed reports AS had used to formulate his recommendations. AS noted that these were complex spreadsheets and would take time to put into context.
- Members requested a meeting with WWA to discuss their report in more detail. BB, NSB and RG offered to take part in this meeting.
- It was agreed that BB, NSB, DH, AS and MR take part in a meeting with WWA representatives, as early as possible on return to work in January 2021.
- **ACTION:** Members to contact WWA to arrange meeting.
- Pydar development: Members discussed the importance of linking with the development as a key investment in Truro.
- **ACTION:** AS noted that he would seek advice from GCG on this matter.
- It was agreed that this paper be noted.

## 6 Truro Town Deal Investment Plan V1 draft

- CT noted that the Arup Check and Challenge session slides had been circulated with the agenda pack along with the draft TIP.
- This was shared on screen for discussion by the Board.
- CT requested that specific comments should be emailed to her.
- MR noted that she had a further meeting with Arup later that day.
- MR advised that she had developed the golden thread during the writing of the TIP and suggested a theme of 'Truro can invest in what we've got to make the most of it and sustain it'.
- It was noted that supporting data was still being acquired and that MR was also working on the Theory of Change section.
- PW noted that Accelerator Fund projects should be acknowledged with evidence of how the main TIP is building on that fund.

## 7 Accelerator Fund progress

- PW shared an update received from WWA and it was noted that this would be circulated to Members following the meeting.
- **ACTION:** BB to send written update to Members.
- There was discussion around reallocation of funds for the project which had not been able to proceed.
- **ACTION:** PW to put WWA in touch with AJ to discuss further.

## 8 AOB

- NSB requested MB assistance in arranging a meeting with Cornwall Council Highways, Planning and Estates departments.
- **ACTION:** MB to pick up.

9 **Date of Next Meeting**

- Friday 15<sup>th</sup> January 2021, 13.30.
- CM noted she may send a substitute to this meeting.
- It was hoped that a meeting with WWA could be held before the next Board meeting.