



Minutes

Meeting Title:	Truro Town Deal Board
Date:	13 th March 2020
Time:	0930 to 1130
Location:	Pydar Pop Up, 8 St Clement Street, Truro
Chaired by:	Cllr Loic Rich (Interim Chair)
Attendees:	David Rodda, Mark O'Brien, Mel Richardson, Cllr Dulcie Tudor, Cllr David Harris, Cllr Rob Nolan, Cllr Bob Smith, Nick Seaton-Burridge, Roger Gazzard, Jordan Rowse (on behalf of Cherilyn Mackrory MP)
Apologies:	David Walrond, Glenn Caplin-Grey, Alun Jones

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1 Welcome and Introductions

- The chair welcomed everyone to the meeting and as it was the first time the board had met in full he asked everyone to introduce themselves.
- It was noted that Cllr Dyer and Cllr Biscoe had not yet attended a meeting and that Kenwyn Parish Council have not put a representative forward yet either. DR undertook to contact Cllr Dyer and Kenwyn Parish Council to discuss their involvement and explained that Cllr Biscoe was unable to attend the previous meetings due to the notification being sent to an incorrect email address (now rectified) and a clash of dates with other commitments. He has confirmed his commitment to the work of the board and has been briefed by DR on progress to date.

DR

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2 Update on the Towns Fund

- DR explained that there had been no further formal guidance issued about the Towns Fund by Government. However, from his discussions with Government he could report that: -
 - a) The revised coverage map had been agreed
 - b) That Government would be looking closely at the processes involved in creating the Town Deal Board, its code of conduct, terms of reference, transparency, etc
 - c) That Government would be looking closely at the processes involved in creating the Town Investment Plan to ensure that it is both evidenced based and informed by extensive community consultation
 - d) The recruitment of the Co-ordinator is underway with interviews planned for the 24th of March. As it may be a joint post with St Ives DR informed the board that the interview panel will be made up of himself and one public sector and one private sector rep from both St Ives and Truro. Whilst the final decision on the appointment would rest with DR he would consider the views of panel members. DR reminded the board that a joint appointment would only work if all panel members agreed on the same candidate.

DR confirmed that MR and BB would be representing the Truro Town Deal Board on the interview Panel as they had previously volunteered to be involved. However, it was suggested and agreed by those present that it would be beneficial to have panel members who had been involved in all the discussions and meetings to date as they would be better placed to assess the candidates. Increasing the size of the panel to 7 (as there would need to be equal representation from St Ives) was not possible so DR was tasked to speak to BB and ask him to step down from the panel so that LR (as interim chair of the board) could take his place.

DR

3 Private, Community and Voluntary Sector representation

- DR informed the board that they had received 10 EOI's and to balance the membership they needed to select at least 7 new members.
- Each voting member of the board was asked to give the scores for each sub category of the score sheet for each candidate and an average score was derived as a consensus view of the Board.

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These averages were then entered into the master score sheet by DR. The top 7 scores were then selected which resulted in the following people being invited to join the Truro Town Deal Board: -

- Alan Stanhope – Community/Voluntary
 - Carole Theobald – Community/Voluntary
 - Harry Pickering – Investor/Developer
 - Nigel King – Private sector
 - Nigel Knuckey – Private Sector
 - Rachel Hammond – Private Sector
 - Simon Hendra – Private sector
- DR was tasked to contact the successful candidates and invite them to attend the next meeting. He was also asked to provide them with a briefing prior to the meeting so that they came prepared. He was also tasked to contact the unsuccessful candidates as well and thank them for participating in the process.

DR

4 Next Steps

- In the absence of any formal Guidance from Government DR outlined his thoughts on how to proceed over the next few weeks, noting the potential restrictions that the Covid 19 outbreak might have on the process;
 - a) Proceed with the recruitment of the Co-ordinator asap.
 - b) To assist them in their work, and to be shared across the 4 towns, it was also agreed that administration support would be necessary and the cost of this would be met from the Capacity Funding budget.
 - c) Once in post the Co-ordinator should use all the available evidence, previous work (Pydar Street consultation, Love Truro, My Town, etc) to develop a draft Town Investment Plan that can then be discussed at the May Board meeting.
 - d) Following this meeting comments would be considered, and a second draft produced for comment at the June Board meeting.
 - e) Following this board meeting the draft of the Truro Town Investment Plan would then be put out for public consultation during June and July with an aim for the final version to be ready for an August submission. What form this consultation will take will depend on how the Covid 19 outbreak develops but there was a firm commitment from the board to get it out as far as possible and to target specific groups (e.g. young people) to ensure that they can comment.

The Board noted though that any document should only be

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submitted when it is ready.

- f) A question was raised about how the capacity budget could be used and who decides on what contractors are used for any external work. DR explained that whilst Cornwall Council is holding the budget on behalf of the Truro Town Deal Board that it would be the board that signs off the use of the budget.

Procurement processes will need to be followed but that does not mean that Cornwall Council has to procure/contract all the work. In some cases, it may be more appropriate for other local stakeholders (e.g. the BID, Truro City Council) to contract any work and if they did the budget would be transferred to them to do so (noting that VAT considerations will need to be factored into this decision).

In some cases, it may also be appropriate to work with the Town Deal Boards in Camborne, Penzance and St Ives on joint procurement to deliver best value. Board members agreed that they did not require sign off for every bit of expenditure but would like to agree the overall budget.

DR also noted his hope that any expenditure outside the Co-ordinator, administrative support and consultation costs could be kept to a minimum so that most of the budget can be used to support the costs relating to the individual business cases that will be required for each project in the Town Investment Plan. The board agreed with this approach.

- g) The board requested an outline workplan and budget (that they can approve to allow day to day expenditure to begin where necessary) and a communications plan to be tabled at the April Board meeting for ratification to provide an agreed structure to the work.

DR

5 Date of Next Meeting

- **9th April – 0930 to 1130.** Venue likely to be via Skype/teleconference due to Covid 19 restrictions