



# Camborne Town Deal Board

**Date:** Thursday 14<sup>th</sup> January 2021

**Time:** 11.30am-2.20pm

**Location:** Microsoft Teams Meeting

**Chaired by:** Anna Pascoe (AP)

**Attendance:**

**Chair:** Anna Pascoe

**Vice-Chair:** Rose Hitchens-Todd (RHT)

**Co-ordinator:** Len Smith (LS)

**Partner Group Chairs:** Comms & Engagement: Sue Bradbury (SB); Creativity: Tonia Lu (TL); Finance & Future Planning: Samantha Hughes (SH); Prosperity: Justin Olosunde (JO); Vision: Charlotte Caldwell (CC)

**Business and Community representatives:** Lauren Burt (LB), Val Dalley (VD), Rose Goodship (RG), Amanda Hall (AH)

**Camborne Town Council:** Cllr Trevor Dalley (TD)

**Cornwall Councillors:** Cllr David Atherfold (DA); Cllr Philip Desmonde (PD), Cllr John Herd (JH)

**Cornwall Council Officers:** Beth Briggs (BB – Towns Fund Support Officer), Matthew Brown (MB – Strategic Planning Manager, joined at 12.30pm), Phill Woods (PW – Place and Regeneration Manager)

**Local Enterprise Partnership:** Mark Duddridge (MD);

**Member of Parliament:** Archie Azis (AA – subs. George Eustice, GE)

## Minutes

## Action

### 1. Welcome and Introductions

- AP welcomed SB back to the Board following her absence. Members noted how pleased they were to see her back.

## 2. Apologies

Apologies had been received from George Eustice MP (GE – subs. Archie Azis), Glenn Caplin-Grey (GCG – Service Director for Economic Growth), Zoe Hall (ZH); Paul White (PWh).

## 3. Declarations of Interest

- DA declared an interest in West Cornwall Works
- PD declared an interest due to family connection with Desmonde Associates who may submit a proposal.
- VD declared an interest in the Donald Thomas Centre.
- RHT declared an interest in West Cornwall Works and Camborne Town Council.
- JO declared an interest in Cornwall College
- CC declared an interest in the Youth Café
- SH declared an interest in the Buzz Station and any items concerning Camborne Town Council.
- AP declared an interest in any items concerning Camborne BID.
- PW declared an interest in any items concerning Cornwall Council.

## 4. Board Attendance Register

- This document was noted.

## 5. Minutes of last meeting and matters arising

- Item 10, page 5 - AP requested more detail in terms of the Members of the Board they wished to be involved in future discussion, being VD, TD, JH and SH.
- JO requested it be added to this item that he had requested that the Board be advised as to a contingency plan.
- As an update on this item, LS advised that preliminary discussion with MHCLG regarding transfer of Accelerated Funds between projects had been positive and this would be picked up later in the meeting.
- PW noted that MB would be joining the meeting for discussion on the Buzz Station project later on the agenda.
- It was proposed by DA, seconded by RHT and agreed by the Board that the minutes of the meeting held on 15<sup>th</sup> December 2020 were an accurate record, subject to the minor amendments above.

## 6. Partner Group updates:

- **Comms and Engagement** – RHT advised that the group hadn't met formally since the last Board and that the most pressing issue was the drafting of the TIP.
- Members were requested to engage with any organisations they represented to provide letters of support, to be sent within the week.
- RHT noted there was a Deal Makers meeting coming up the following week and Members discussed the possibility of confidentially sharing the draft TIP with them.
- LS offered to attend the Deal Makers meeting and make a presentation if that would be helpful.
- Following discussion, it was agreed by the Board that the draft TIP be shared with the Deal Makers in the strictest of confidence.
- Members also agreed that the final TIP, as submitted to Government be uploaded to the website on or shortly after submission date of 29<sup>th</sup> January.
- **Creativity** – TL advised that the group had not met since the last meeting. She advised that Falmouth University architecture students were working on a project reimagining Camborne and were open to involving Board Members in this project.
- VD and TL were in discussion regarding Create CIC.
- **Prosperity** – JO noted that the work of the group had been suspended but that he anticipated that the future function of the group would be to act as conduit between the Board and delivery partners in terms of monitoring and supporting project delivery.
- The Board agreed that the Prosperity Partners undertake the above functions as appropriate.
- **Finance and Future Planning** – SH advised that she and LS had met with Finance to go through the budget and that the updated version (with actuals to end November) would be circulated to the Board.
- **ACTION:** BB to circulate budget with weekly update email.
- SH noted that LS would be looking at Risk Assessments more closely in February, following TIP submission.
- **Vision** – CC advised that the group, with Members' agreement would be kept dormant for now, with the view to reviewing the revision quarterly should the funding be awarded.
- Members agreed this approach.

BB

## 7. Place & Regeneration Manager's Update

- PW updated Members as to the progress with the internal sign off process, required by Cornwall Council as accountable body, before submission to MHCLG.
- PW advised that Arup spoke highly of the Camborne TIP.
- PW noted that a report had been circulated with the agenda pack, outlining the continued Cornwall Council support for the Board following TIP submission.
- PW advised the Board that arrangements had been made to keep LS in place for additional working days, and that Cornwall Council would cover the cost of this. He noted that he and LS would discuss how best to implement those days for the benefit of the Town Deal.
- The Programme Management Office (PMO) was discussed, with PW advising that this was a resource being implemented across the four Cornish Towns to allow for efficient project delivery and management, with the economy of scale of all four towns utilising the same team.
- PW advised that this would be developed further once Heads of Terms had been agreed, following TIP decision process.
- Some Members requested more detail on this proposal in order to understand how it would work and felt the Board should have involvement in shaping the process.
- PW noted that the intention was to ensure a coordinated approach across all four Cornish towns, and advised that additional detail would not be available before March as Cornwall Council would require commitment from Government before the process could be put in place, and therefore Cornwall Council would be developing this after agreement of Heads of Terms.
- PW advised that work was continuing in terms of Cornwall Council looking to provide all possible additional resource and that queries were ongoing with Government regarding any available additional funding for business case development.
- PD proposed that Cornwall Council be required to present a professional services proposal to the Board for consideration before the mechanism was put in place. This proposal was agreed by the Board.
- At this point in the meeting, AP brought forward item 10, Buzz Station update.
- Items 8 and 9 were revisited following item 10 discussion.

## 8. Chair's update

- AP had no further information to add, over and above that covered under other items.

## 9. Draft Town Investment Plan

- It was noted that the meeting was no longer quorate for item 9 and 11-15 and therefore no decisions could be made.
- LS provided the Members present with an update on the latest version of the TIP, noting that information was being updated all the time and thstudio were currently working on an updated version.
- It was noted that a revised version would be circulated to the Board in due course.

## 10. Buzz Station update

- MB noted the confidential nature of the active ongoing negotiations and provided Members with an update as to progress.
- It was noted that GCG had been in contact with AA and GE and were discussing GE possible involvement in negotiations moving forward.
- MB also advised Members that Arcadis were undertaking feasibility works and a report would be available shortly. Members noted that the outcome of this report may have an impact on the level of funding being sought.
- The reallocation of funds within the Accelerated Fund was discussed. It was noted that GCG was consulting with MHCLG regarding this reallocation.
- PW reminded Members that the Accelerated Fund and the main TIP needed to provide a joined-up narrative.
- There was some discussion around the possible projects that could perhaps take contribution from the TIP rather than the Accelerated Fund and vice versa, or certain projects being further enhanced.
- SH noted that the assistance of Camborne Town Council in defraying some of the funds by way of the purchase and management of an asset was being discussed at a meeting later that day.
- The Board agreed that the sum in the Accelerated Fund allocated to the Buzz Station be reallocated for the purchase and possible renovation of a town centre asset, subject to negotiations between LS, the Town Council and other stakeholders.

- VD, SH, TL and LS agreed to meet following the conclusion of the Board meeting to discuss this matter in more detail.
- The TIP was discussed at this point, with LS noting that the draft would change up until the final day, as revisions were incorporated.
- AP requesting that LS report any material changes to the Board by Tuesday 19<sup>th</sup> January, and also advise the Board at that point when they would receive the final draft of the TIP for review.
- **ACTION:** LS to circulate information to the Board re. any material changes to TIP.

LS

#### 11. **Project A-Void update**

- AP noted that a report had been circulated and that questions on the project could be addressed to her.
- VD queried the availability of a list of projects completed, AP advised this would be available in due course.

#### 12. **Communication of project progress**

- It was noted that this matter had been adequately covered under Item 6, Comms and Engagement partner group update.

#### 13. **Capacity Funding Expenditure Update**

- LS advised that there were no changes to the previous meeting.
- As noted earlier in the meeting, a revised version of the budget will be circulated to the Board via email.

#### 14. **Any other Business**

- None

#### 15. **Date and time of next meeting**

- It was noted that consideration of the date of the next meeting would follow circulation of LS update to the Board within the next week.