## MINUTES

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| **1.** | **Introductions and Apologies**  | **By Whom** |
| **1.1** | Kevin Mowat, Susie Colley, David Ralph, Carolyn Custerson, Laurence Frewin, Tracey Cabache. |  |

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| **2.** | **Minutes of Last Meetings and Matters Arising** | **By Whom** |
| **2.1** | Attendees and Apologies need to be included in the previous minutes **100921**. | **AR** |
| **2.2** | With the addition of the attendees/apologies in mind, the previous minutes were approved. |  |
| **2.3** | The action points were then reviewed for progress. * **2.2:** there was now more clarity on the requirements for drawing down 1st tranche funding from the funding body.
* **2.3**: The business case development is ongoing and on track for a November Submission.
* **3.6**: The Public Realm Communications meeting has taken place. Another meeting needs to be scheduled as a follow on. Resource issues were highlighted.
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| **2.4** | HS noted a further 5% drawdown that will be made in October.  |  |

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| **3.** | **Town Deal Highlight Report** | **By Whom** |
| **3.1** | **Lightplay**A delay owing to the complexity of the design and a separate supply chain issue had been reported. This impacts the delivery date of Lightplay and the launch, currently scheduled to take place 12th November. Despite the issues reported, the Board was reassured that the quality of the finish will be very good. Other project delays around Torbay were also noted with cost and supply chain pressures being reported. There was a question on why maintenance concerns were noted in the highlight report. The board was advised that this was because it was an issue raised by the project team and something to be acknowledged not an actual risk. AD to provide an update on the maintenance plan. | **AD** |
| **3.2** | **Strand Land Assembly Demolition (VTC3)**A report was produced via an independent hotel consultant which advised that the site was not suitable for a 4/5-star hotel and questioned the demand. This use is no longer being pursued. Board queried whether there is any intention for demolition of the site with screening to hide the view of the demolition but initiate a start to the project was supported here. Temporary uses were also explored at the community board and if there is any interest for temporary use interested parties should contact TDA. |  |
| **3.3** | **Harbour Public Realm (VTC5)**Technical design work is almost concluded. Stage 4 costs have been prepared. There is a tender review of the public art commission on the 25th of October with the main works contract due to be put to market at the end of October. |  |

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| **4.** | **Business Cases Update**  | **By Whom** |
| **4.1** | **Coastal Corridor Pinchpoint**Cost pressures are resulting in changes to the scope of this project, in particular the cycle improvements. AD reported that this is arguably weakening the ability of the project to deliver the strategic links to the Investment Plan. AD suggested that Town Board consider reallocation of the funding as this may create a more significant impact.The decision is informed by considering the Boards input and a steer is needed by the end of next week (22.10.21). HS confirmed the process if this was the Town Board and Council’s direction with a change request required, reallocation of funds would then ensue once DLUHC has considered. There is a small risk of losing the allocation however the majority view was that the priority is delivering against the TIP objectives and ensuring they are being met. JB noted that the Community Board had some concerns over reallocation with this being the only green scheme focussing on travel and health. KM & AD set out that if the project were to be removed from the TIP programme it would remain an objective of the Council to deliver through other funding.  | **AD** |
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| **4.2** | AD noted that drafts of the business cases will be ready by the end of October for discussion with Steering Group on 4th November and sent to Town Board for the meeting on 12th November and on the Cabinet agenda for 16th of November. The draft business cases were presented on screen. AD will send these out post-meeting. | **AD** |
| **4.3** | **Core Area Public Realm**Funding has been allocated to the Core Area public realm (GPO roundabout) public realm project. Design consultants are collaborating on the design work. The concept design is aimed at enhancing the experience of the public realm in the location that can provide a better link to the Town Centre. A second option will be provided soon with the professional team noting that more impact can be achieved with a larger budget. Community engagement was highlighted as something that needs improving.  |  |
| **4.4** | **Strand Land Assembly** The business case for the project linked to the acquisition of the former Debenhams site and the adjacent stores and sites for subsequent demolition and construction of mixed-use retail and residential developments was discussed. Several options have been considered.  |  |

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| **5.** | **Harbour Public Realm Comms** | **By Who** |
| **5.1** | This is being developed with Torbay Council’s communications team the draft plan is developing and informing community partners is key here. JB noted that Fleet-street events may be a good opportunity for the face-to-face engagement element.The view from the comms meeting was to advertise all projects currently going on. Board referenced the need to ensure that Town Deal projects are recognised as being driven by a wide partnership including the business and community sectors to help build awareness and support.  |  |
| **5.2** | VF is to be invited along to the next communications meeting. This should be scheduled before the next Board meeting. | **AD** |
| **5.3** | VF & SL will approach TC regarding s106 funding.  | **VF/SL** |

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| **6.** | **Any Other Business**  | **By Who** |
| **6.1** | **Young Person Recruitment**  |  |
|  | There have been 4 applicants so far regarding the young person recruitment for Town Deal Board. Tracey Cabache will be involved. This was highlighted as a direction to get on board with. A suggestion was made that the young people could be part of the Community Board also. The views of young people in the have not previously been engaged with.  |  |
| **6.2** | **Meeting Dates**VF raised meeting dates with the group and bi-monthly meetings were seen to be the favourite in terms of frequency. Highlight reports would still be provided monthly as a way of updating in between meetings. The frequency can be revisited in due course. All agreed the frequency of meeting dates. These will be scheduled for 2022. | **AR** |

**Date of Next Meetings: 12th November 2021.**

**Minutes recorded by: Arron Rodger**