##  MINUTES

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| **1.** | **Welcome and Apologies**  | **Action** |
| **1.1** | A representative of a development consultant joined the meeting for the Union Square options presentation.  |  |

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| **2.** | **Minutes of Last Meetings and Matters Arising** | **Action** |
| **2.1** | The minutes of the last meeting were approved. |  |
| **2.2** | 3.5 RAG status has been updated to red to reflect alignment with the summary.  |  |
| **2.3** | It was highlighted that the public is concerned about the lack of toilets around the harbourside. KM advised that Torbay Council is aware of the situation.  |  |

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| **3.** | **Town Deal Highlight Report** | **Action** |
| **3.1** | PB presented the Town Deal Report and tabled the financials which had recently been revised and differed from those in the report, the new financials included the approved project adjustment. The financials in the report were queried several times as being inconsistent. This was acknowledged and agreed that future financials in the report compared to actual spending will be reported with accuracy. The RAG ratings were agreed upon. |  |
| **3.2** | **Strand Land Assembly & Demolition (Debenhams):** A planning application has been submitted and validated with monitoring of consultee responses during the planning process in place. There have also been l internal discussions with the TDA Estates team regarding marketing commercial units on the ground floor. The advice that had been received suggested that it was too early to market on the basis that commercial units will not be ready for occupation until 2024. AD will share a link to the Council papers, this was made available in the meeting room chat and is repeated here <https://www.torbay.gov.uk/DemocraticServices/documents/s127477/Debenhams%20Regeneration.pdf>The focus now is the consideration of the procurement of the contractor and the next steps (assuming planning is approved) towards demolition/site start. The group was happy to support.  |  |
| **3.3** | **Harbour Public Realm:** No known budget issues at this point pending the appointment of the contractor however the risk of cost pressures through inflation and other factors is clear. Alternative options for materials have already been developed.The Council has used the PAGABO procurement framework to run an expression of interest process that has resulted in 4 contractors coming forward. This will now lead to a mini competition resulting in an appointment with the expectation being that this process can conclude in November. The programme will be updated for the November round of meetings. JB added that public consultation would be needed if Fleet Street pedestrianisation were to have an impact on this scheme.  |  |
| **4.4** | **GPO Roundabout:**The architect has been appointed and the 1st meeting is next week to discuss the programme options for a way forward. Christians Together in Torquayy will be kept in mind as his input regarding the design may be of use in terms of local knowledge.  |  |
| **3.5** | **Pavilion:** There have been some concerns over the contribution of the Conservation Consultant. Consequently, TDA intends to replace this consultant with suitable alternatives to be vetted by Torbay Council.The idea of a replica was explored as suggested by the community board. The main risk would concern Historic England and the cost could well exceed the anticipated cost of the repair, therefore, be deemed as non-practical. This idea needs to be fed back to community partnerships.  |  |
| **3.6** | **Edginswell:**This project was reported to be on track.  |  |
| **3.7** | **Stronger Future:**This project was reported to be on track. |  |

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| **5.** | **Communications Update** | **Action** |
| **5.1****5.2****5.3** | VF – Should the board do more in terms of communications as there was some nervousness around the comms for projects not progressing? AD stated that plans for comms around Paignton and Torquay in terms of a newsletter would be published on the website. Positive comms for regional news will be a focus and when the detail of Union Square has been agreed there will be positive communication around that but also it will manage expectations. CM added that the website needs an update. SC referred to Truro Town Deal and its Pictorial piece that aided people in understanding projects. SMART targets should be adhered to. The public need to understand the complexity of this. The Figures of the TIP were then briefly discussed and accepted to be a false reflection of the figures. PB thanked all for the comments and suggestions and SC for sharing the Truro TIP Town Deal Reader. PB agreed to speak with EF regarding milestones / SMART targets. SL asked how many other local authorities that were Towns Fund recipients share their project information. VF to pick this up with JP. | **PB/EF****VF/JP** |
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| **6.** | **Any Other Business**  |  |
| **6.1** | AD asked the Board for future meetings if face-to-face or online meetings were preferred. The meeting opted for online with the option to change a meeting to face-to-face if required.  |  |

**Date of Next Meeting: Friday 25th November at 9.30 am – 11.30 am**