

# Minutes

**Meeting Title:** St Ives Town Deal Extraordinary Board Meeting

**Date:** 5<sup>th</sup> August 2021

**Time:** 17:00 to 18:20

**Location:** Microsoft Teams

**Chaired by:** Sarah Stevens (SS)

**Attendees:** Members: Andrew Baragwanath (AB), Libby Buckley (LB), Naomi Copperwait (NC), Steve Cross (SC), Neil Davis (ND), Karen Fielding (KF), Su Hodgson (SH), Joanna Ireland (JI), Gareth Jones (GJ), Rowena Swallow (RS), Derek Thomas MP (DT), Johnnie Wells (JW), Pam Vincent (PV).

Officers: Claire Hurley (CH), Emily Kent (EK), Phill Woods (PW).

## 1. Consent of those present to record the meeting

- Due to annual leave, Board Members were asked to consent to the Board meeting being recorded for the purpose of minute production, all consented.

## 2. Apologies: Poppy Naylor (PN)

## Minutes

## Action

### 3. Declarations of Interest

- LB declared an interest in the Leach Pottery
- AB declared an interest in the Rugby Club
- GJ declared an interest in LiveWest
- JW declared an interest in St Ives Town Council
- CH, EK and PW declared an interest in matters relating to Cornwall Council projects

### 4. Project prioritisation – final sign off of funding allocation

- A report was circulated prior to the meeting.
- Purpose of today's meeting to agree list of projects and Town Deal allocation to each project.
- CH shared the table containing the revised calculations.
- CH explained to the Board that clustered projects had been separated out for this purpose due to the fact individual costs needed to be identified and Cornwall Council would be contracting out to different project leads to enable cash flow.

- CH also advised that some of the smallest projects within the clusters (LoRaWAN, eBikes under Transport and Community Café under Jobs & Skills) were not suitable for subjecting to the green book five case model due to their lower monetary value and were (largely) capital purchases, so were being moved to be grouped under the delegated fund along with the 'open grant' amount to allow for more efficient business case development and delivery. It was noted that all three projects would still be required to go through due diligence before being awarded funding.
- CH noted that the Delegated Fund allocation had been adjusted accordingly.
- The allocation of Cornwall Council match funding was noted, with CH explaining that the key task for return of documentation to Govt was around the Towns Fund allocation (not match funding), and the £1.5m currently unallocated within the Cornwall Council match funding could remain as such for now, being reviewed at a later date when more detailed information on projects had been received and the Board were in a position to assess where this funding was most needed.
- Regarding the Leach Pottery project, CH confirmed that the Youth Worker and Heritage Trail elements were included within that headline project.
- CH advised on the latest position on the potential of losing funding back to Govt if a project was lost due to deliverability issues. A form would be filled in to advise as to project changes and a case made for internal reallocation.
- Work was being done to flesh out all projects, identifying risks and deliverability. Contingency allocation from £900k saved from Bay to Bay was providing some reassurance, in addition to the Cornwall Council match available for allocation further down the line.
- Key risks across the Town Deal were identified as cost escalation within the supply chain, and as yet unsecured match funding. CH noted that both were on the strategic risk register.
- Clarification was sought over the focus of the Palais de Danse project under Jobs & Skills vs Arts. SS and ND advised that this had previously been two separate projects which had been brought together for the mutual benefit for them both, and that there were arts/community elements but that the main thrust was the creation of jobs and skills.
- Concern over impact of cutting the Bay to Bay project on Penzance Town Deal was raised, with CH confirming that, due to all project delivery having to be within the red line of each town, St Ives activity would not have a bearing on Penzance deliverability.
- In consideration of reallocation of the funding made available by removing the Bay to Bay scheme, the potential to reallocate Cornwall Council match funding was discussed, with CH and EK confirming that Cornwall Council would be pleased to see the additional match funding

being 'earmarked' but allocated further down the line once more project detail was available.

- DT advised that he had, with Cornwall Council colleagues set up a focus on low carbon transport connecting Hayle, St Ives and Penzance. Bay to Bay would be considered as part of this, making the strong case to Govt about why the Board felt the project had to be removed at this stage, without undermining confidence in the project as a whole, which had significant merit and cycling remained on the Govt agenda.
- The Board agreed to adopt the proposed financial profile as presented by CH.
- **ACTION:** CH to prepare paperwork for return to Govt by 30<sup>th</sup> August based on the adoption of this proposal.

## 5. AOB

- DT raised the suggestion of an informal gathering at such a time that the Board might be able/want to return to face-to-face meetings. SS noted that she would discuss with BB.
- CH advised that an update on the status of each project and 12-month outline delivery plan would be provided at the next full Board meeting in September.
- CH confirmed that more information on comms strategy would be taken to the September meeting.
- CH also confirmed that letters would be going out to all project leads, to confirm their project was going forward, as soon as possible.