

Tilbury Towns Fund Board

Notes of meeting / Key action points

9am to midday, 21 August 2020

Port of Tilbury, LFH boardroom / Microsoft Teams

Attendance

Board Members:

- Peter Ward, Port of Tilbury (Chair)
- Simon Harper, CLLD
- Lucy Harris, Creative People and Places Partnership
- Yewande Kannike, One Community
- Rhiannon Mort, SELEP

External Support:

- Rebekah Formosa, Nicholls
- Nigel Stewardson, MHCLG

Council Support:

- Andy Millard, Director of Place
- David Moore, Interim Assistant Director, Place Delivery
- Rebecca Ellsmore, Programmes and Projects Manager
- Camille James Programme Manager
- Irina Blanks, Senior Project Officer

Apologies:

- Amazon
- Adam Bryan – SELEP
- Jackie Doyle-Price, MP (Vice Chair)
- Cllr Mark Coxshall, Thurrock Council
- Cllr Allen Mayes
- Rebecca Horne, Senior Communications Officer

1.	Welcome and apologies	Action
PW	Chair welcomed everyone and apologies were noted.	
2.	Review Meeting Notes and Actions	
PW	<p>Chair went through meeting notes and actions</p> <p>Goal for this meeting is:</p> <p>Vision</p> <p>Consultation. Advisory group update meeting, Peter and Lucy need to be present</p> <p>Agree comms (website)</p> <p>Progress on projects</p> <p>What projects have been agreed upon and which projects should be prioritised</p> <p>The only question is whether we go for £25M or £50M. PW suggested £25M might be more appropriate. Lucy suggested go for £25M but remains open to everyone's view. SH was happy to go for £25M. YK said we should go for what Tilbury needs.</p> <p>NS explained that he was reviewing Cohort 1 BIDS for MHCLG and thought there might be some flexibility if a bid was just over the £25m threshold and that it might not be subject to the same full scrutiny that would happen for a £50m bid. Make sure you do not ask for £50M just for the sake of asking. If projects fall short of £25M that is not a problem, do not put weak projects they will be rejected by MHCLG and money will be allocated only to strong projects. Ley of about £3M without going to scrutiny</p> <p>DM suggested we should go through the projects and understand the costs of the projects we want to bring forward. That will then determine if we should go for a £25m bid or more.</p> <p>RE: we will also be consulting more widely including the advisory group, and this consultation may add other schemes to the list, which will also determine if we go for £25m or higher.</p>	
3.	Tilbury Vision	
PW / LH / SH	<p>SN provided an update on the process we need to go through to demonstrate to MHCLG that we have consulted widely. MHCLG set out clear objectives re the Vision for the Towns Fund bids. The submission could be in two parts – setting out the vision/strategy in c 200-300 words, and then also providing more details in the second part. Would be helpful to use images/maps and suggestion of footage from drones is also a good idea.</p> <p>Section 2 is about form and questions to answer, cost of the projects, rationale and how they align with key interventions etc. Submission needs to tick all of the boxes</p> <p>MHCLG clarify that the Vision should be to 2030, and should be developed in consultation with all stakeholders. Para 4.1 in Towns Fund guidance has the details.</p> <p>PW: important to get consultation under way and have the details of the potential projects, and go out to the community using web site to reach out to the local residents and get a lot of feedback. Views about other potential</p>	

	<p>projects will be fed to the group and (if appropriate) could be added to the list of projects</p> <p>MHCLG's Towns Fund Hub are holding a digital engagement work shop next week. PW suggested LH could attend and report back to Board.</p> <p>SN: LSH's role will include overseeing the baseline of outputs for the projects, pulling together a work programme of activity to ensure we complete the TIP, and input into the completion of the submission document. Board could also consider carrying out the visioning workshop online.</p> <p>LSH will also attend the Advisory Group consultation. SN suggested we should do a SWOT analysis with all the participants and then use this to write a vision. Community will be represented by the Advisory group, MHCLG wants to see engagement with community</p> <p>NS confirmed that MHCLG are looking for evidence of good levels of engagement with the community and business. First part of TIP is understanding of Tilbury and needs, you can't show need if you do not reach out to the residents.</p>	
	<p>Action: SN will send draft work programme next week</p>	<p>SN</p>
	<p>LH presented the outline vision and framework that has been prepared and agreed to work with LSH to draft the vision for the TIP submission.</p> <p>YK stressed importance of getting community involved and sharing it with local people. Important to express projects in a simple way that people of Tilbury would express themselves</p> <p>PW: Board needs to consider that not everyone in Tilbury can use social media. So PW suggested that we should produce a newsletter as well as a website to promote the projects as well as updating residents about bids that had already been submitted through the Accelerated Funding scheme. LH/Council to look at Website /newsletter production</p> <p>YK: important to see what people want as this will result in how much money we need. So it is more important to get the engagement right and have the community on our side</p>	
<p>4.</p>	<p>Update on current commissions</p>	
<p>PW</p>	<p>Jetty – Beckett Rankine</p> <p>Provided update on the work so far. Crown estate must be considered as well as PLA PW pointed out. BR provided an update on what they have done so far and shared images of the proposed new jetty to accommodate a Thames Clipper service into Tilbury.</p> <p>YK suggested this could be used to develop a "show and tell" to reach out to local Tilbury residents.</p> <p>RM – commercial viability of schemes must also be considered before being submitted e.g. think about ongoing revenue cost to support projects. Progress with design, sizes and spaces, drawings to submit to consenting bodies. Documents presented will be circulated to the group for future reference.</p> <p>NS presentation from BR is helpful – good to use images, and demonstrate wider connectivity outside of Thurrock. Clipper should also bring benefits of</p>	

	<p>being carbon neutral, increasing opportunities for cycling and use of green space. It is a good project</p> <p>Valuations –</p> <p>Update on valuations for Police Station, Post Office sites are expected early next week from Montagu Evans and Glenny's. Estimated valuation for Post Office is £500K.</p> <p>Station Gateway –</p> <p>Evaluation has been commissioned, reports are coming. Station Gateway walkabout planned for 31 August with officers and board members</p> <p>Structural survey of Tilbury Library – has not been commissioned yet, but a site visit is planned for later this month.</p> <p>Youth provision: meetings with Youth Offending team have been held to discuss sunshine centre, youth provision – coming up with list of priorities for the youth, how we can address their needs, long-term investments in the youth.</p> <p>PW stressed the importance of including Youth Provision in the submission. This is a key priority. We have the opportunity to purchase buildings, and submission should encompass skills and education. This is a really big priority for the Towns Fund.</p> <p>Tilbury Riverside Centre – youth centre is currently there, ongoing discussion whether we will renovate or demolish and build a new one.</p> <p>PW and LH both agreed that something must be done for the younger generation</p>	
5.	Projects requiring Board direction	
DM	<p>LH - Youth commissioning – being able to support younger people, provide connectivity access, having a creative, cultural space.</p> <p>YK – Post office opposite station is up for sale. YK did not support the inclusion of the Onside Youth facility. YK thought the Calcutta Club might be good for a youth facility, although it was pointed out that there are currently other plans for this site, for housing purposes.</p>	
	Action: YK and SH to work together on Youth facility, skills and education	Yk / SH
	IMC facility - Uplift to BREEAM outstanding, PW is keen to consider it, it is a long term facility that will serve public for a long time so it is worth spending money on it.	
	Action: CJ to circulate the brief, explaining the BREEAM outstanding requirements.	CJ
	Action: PW is keen to get involved and look into detail. Separate Call with PW to go through BREEAM with CJ.	PW
	<p>DM mentioned that part of IMC could also provide space for Adult Community College provision. Another proposal is to add community space be for education, resident consultation.</p> <p>YK: part of the civic square, community can be there. Police Station what will happen to this building? Civic Square must be accessible. Tilbury old</p>	

	<p>association, have we had any come back on this? We have to look into everything in the context. Square should have an impact.</p> <p>RE: We can repurpose one of the buildings on the Civic Square for community hub. Youth, adult education, IMC and youth centre. Wider Civic Square projects. Decide best fit for the community centre. Community centre that can sustain itself, something that can generate income, so it does not rely on funding from the council</p> <p>LH would like to see outdoor space around the IMC, to become an outdoor meeting space.</p>	
6.	Project Prioritisation	
DM	<p>Rating of projects with high, medium and low priority</p> <p>Station Gateway: needs costing to be finalised, but seen as High Priority.</p> <p>Beaconsfield Place Phase 2 up to £1.6M, form improved quality of design. PW said it is high priority as this comes under regeneration and housing is key. YK asked how local people will benefit from it. Answer is that the Council can make a condition of the funding to go to social housing for local people. With funding you can put strict conditions so it is for local people. DM. Kind & Co are developers</p> <p>NS – will come back if MHCLG have concerns about supporting private sector developer through Towns Fund. Board rated this as High priority at the moment</p> <p>IMC – high priority for bringing IMC up to BREEAM outstanding.</p> <p>Tilbury Library and Hub – tied up with wider community space. Board rated as High priority. Site is a landmark of Tilbury, centre of the town. Would complement other facilities. YK suggested it could be a good space for Adult community college as it combines heritage, infrastructure and arts</p> <p>Land Acquisition –Rated as a High Priority but we need costing before we can take a decision.</p> <p>River Side youth centre (rated as High priority) and Onside Youth Centre (low priority). Board asked how we get Youth Parliament involved. LH is happy to lead work on this.</p> <p>Green Spaces and Parks – some funding provided in the Accelerated funding. Rated as High Priority: community should decide which parks, should be community led.</p> <p>Tilbury Fort – action is with JDP to follow up with English Heritage. S106 funding from Port of Tilbury has still not been spent by English Heritage on attracting visitor attraction, important part of the River Side development. This is a High Priority</p>	
	Action: Set up a meeting with English Heritage about S106 money sitting there, what can be done and what else can be done there to improve visitor attraction	Board
	<p>Tilbury Beach – Place that needs to become an area between park and a beach. Better interpretation of the space, better maintained. More work on it needs to be done. Can it be added to the LSH commission? High Priority. Add to public realm. Feeds into work on Jetty</p>	

	Connectivity to Cultural Assets – extension of current way finding strategy. High Priority Jetty and River Bus Service – High Priority Employment Enterprise Support – High Priority	
7.	Consultation	
	Action: Comms external to the Council. Town Board will manage the web site, launch website and develop a newsletter, linking into Council Comms team. Will send out to community Groups. Board already understand where community groups are, with help of YK and LH.	
	Consultation can be a socially distanced. LH suggested using POT's Landing stage as it is a big space.	
	Action: Prepare Press release and Council to ask Rebecca Horne to speak to LH.	Board / RH
	Wait until we hear about the funding outcome re Accelerated Fund and release it as soon as we know from MHCLG. List of accelerated projects: need to do press release, use that as a launch pad. TO be circulated to the board before being released	
	Action: Get dates for Advisory board in the next two weeks.	TC
	Action Focus for newsletter and consultation meetings is to be to update on work we have done so far.	Board
	Brief explanation of the projects and ask for feedback and /or any other projects. Also include update on Accelerated Funding projects. Consultation dates: ideally before 10th of September. Maybe over two dates, everyone is welcome to join	
	Koala park – is key and fundamental for kids living in flats, it is more of a closed in park with fob entry, people who are damaging it and not the one who are using it. How can we address it?	
8.	Budget Review	
	RE went through the budget and provided an update of what has been commissioned. Our current budget only takes us to the end of January.	
	Action: NS will confirm money expenditure after January and before we receive £25M.	NS
9.	Next Steps	
	List of Actions	
10.	Any Other Business	
	Slides for Website will be circulated http://ttfund.pwkdev.co.uk/ Need to get visionary for the website	