

Tilbury Towns Fund Board

Notes of meeting / Key action points

9am to midday, 6 November 2020

Port of Tilbury, LFH boardroom / Microsoft Teams

Attendance

Board Members:

- Peter Ward, Port of Tilbury (Chair)
- Jackie Doyle-Price, MP (Vice Chair)
- Cllr Mark Coxshall, Thurrock Council
- Cllr A Mayes, Thurrock Council
- Simon Harper, CLLD
- Lucy Harris, Creative People and Places Partnership
- Yewande Kanneke, One Community
- Adam Bryant, SELEP

External Support:

- Steve Norris, LSH
- Rebekah Formosa, LSH
- Nigel Stewardson, MHCLG
- Emily Holton-Walsh, Nichols Group
- Leo Hammond, LSH (Station Gateway)
- Rob Clark Jones, LSH (Station Gateway)
- Paul Barrett, LSH (Station Gateway)
- Andy Cameron, Fabrik (Station Gateway)
- James Palmer, Beckett Rankine, (Jetty)
- John Clark, Pick Everard, (Tilbury IMC)
- Sianaja Feroz, Pick Everard (Community Hub)

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
- Rebecca Horne, Senior Communications Officer

Apologies:

- Amazon

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. All actions were completed.</p> <p>PW explained he had spoken directly to all the local Ward Cllrs individually and they were supportive of the proposals being developed.</p> <p>CJ explained that she had been in contact with the Tilbury Community Association and plans to feed into their next Board meeting on 12th Nov.</p> <p>PW explained that following the consultation workshops, the Board had received several additional proposals for projects. The proposals were circulated ahead of the meeting and the Board discussed the projects in detail to see if they would be suitable for inclusion in the Towns Fund TIP.</p> <p>In summary, the Board's view of the proposals was:-</p> <ul style="list-style-type: none"> • Sports Academy proposal – should not be supported under the Towns Fund TIP, but might be better suited to a Lottery Fund bid • Relocation of Martial Arts – should not be supported under the Towns Fund TIP, but the TMA should be encouraged to find alternative accommodation • Additional community space part of the civic square project – seen as too difficult to access the space, so would not be supported for TIP • Daisy Field – Board were keen to support further activity on Daisy Field and officers were asked to explore if temporary buildings could be relocated from Grays to provide changing rooms on Daisy Field, and also to check planning issues around the type of building allowed. 	
	Action: Council to explore possibility of relocating temporary building from Grays to Daisy Field	CJ
3.	Tilbury Vision	
	Three Visioning Workshops had taken place on-line with the Advisory Group on 17 Sept, 8 Oct, 21 Oct and had gone well. SN presented findings from the Visioning Workshops to the Board, noting that this will information will support the Baseline review section in the TIP submission. SN will also circulate the feedback presentation to the Board.	
	Action: SN to circulate presentation and prepare report, for inclusion as part of TIP	SN
	MC commented that Amazon had not engaged in the process, but could contribute significantly.	
	Action: PW agreed to make contact with Amazon	PW
	<p>PW noted that the Board had been offered a "Check and Challenge" session on 14th of December with MHCLG, to provide constructive advice on the development of the TIP.</p> <p>DM explained that the TIP could include a Foreword Letter from Chair of the Board, the MP and the Council's portfolio-holder for Regeneration and Strategic Planning, and that the Chair of Planning Transport and Regeneration</p>	

	Scrutiny Committee could also be asked to write a letter of support for the TIP, to show cross-party support for the TIP.	
4.	Project Updates	
4.1	Hub and Station Gateway – LSH	
	<p>Presentation by LSH (Leo H and PB) will be shared with the group. PB talked in detail about the proposals around the Station Gateway area.</p> <p>LH: Commented that she was happy with the presentation. Port side proposals will be aspirational for Port wall. On the Town Side, Cycle Hub and Calcutta Park are really nice: Calcutta Park could have Band Stand as Tilbury has a history of Brass bands.</p> <p>JDP: commented that she loved the Calcutta Park proposal, but recognised the importance of budgets, and asked for clarity on the costs involved. JDP also liked the idea of maritime-themed street furniture, reflecting Tilbury’s heritage and its position in the national maritime history.</p> <p>YK : Suggested using art from local schoolchildren on the Port walls</p> <p>SH: agreed that the Portside road needed softening and liked the planters/greenery outside the station. SH also liked the palette of colours proposed to link the areas of town.</p> <p>PW: also liked Calcutta Park and proposals for the Port road. PW asked LSH to confirm what is within the proposed budget of £4m?</p> <p>LeoH; LSH have a QS looking at costs and plan to clarify costs back to the next Board</p> <p>Board also agreed not to pursue proposals to demolish Post Office building but to refurbish it instead. Board agreed there are now more open spaces with Calcutta Park, Port side of the Railway Station.</p> <p>MC: Also like idea of palette choice to create links between different parts of the town. Suggested proposal could investigate creating a little more open space, perhaps through demolition of one building, not a whole terrace.</p> <p>RE: commented that at Business Case stage, the projects will need to justify their Benefit cost ratio (BCR), and demonstrate financial benefit from the schemes. The creation of public open space is difficult to justify for BCR although there may be other economic benefits – but they would need to be evidenced.</p> <p>PW: summarised that proposal would not pursue demolitions, but should add in proposals for Calcutta Park. Should also consider refurbishing a Terraced block and the Post Office Block. PW also supported proposals for the Port side of the station.</p>	
	Action: PW to meet with CJ, LSH to review proposals and start work on costings.	PW
4.2	Civic Square/Community Hub presentation – Pick Everard (Sianaja Feroz)	
	<p>SF presented options to the Board and will share the presentation.</p> <p>Board agreed not to use IMC second floor area as a community space.</p> <p>CJ noted that the Library and Hub are still planned to be in the IMC.</p>	

	<p>Board agreed to redevelop/refurbish existing community space rather than have a new building. Board also agreed to keep a new build option in as a backup plan.</p> <p>YK commented that the Community should be responsible for owning and managing the community space, and it need not be the Council. YK suggested the Community Centre should be run by a social enterprise.</p>	
4.3	Update on Accelerated Funding (CJ)	
	<p>Hub – being considered for MP's former office on Civic Square.</p> <p>Park Run/Fitness Trails – being developed with Leisure, under Accelerated Towns Funding.</p> <p>Demolition of Fire station – hoarding, pre demolition, everything on track to get it demolished before March 2021</p> <p>CLLD match funding for shop front scheme – meetings held with business owners,</p> <p>Koala park – housing team had expressed concern that any installations might be damaged, based on previous history, and at a lack of revenue funding to maintain any installations.</p> <p>MC asked if other funding could be brought in to help cover maintenance costs.</p>	
4.4	Heritage	
	<p>PW commented that work on the Jetty with Thames Clipper was underway and well-defined.</p> <p>Tilbury Beach: proposals being considered by PW and LH over the next few weeks. Proposal to be brought back to the Board.</p>	
4.5	Digital Connectivity	
	<p>LSH and Council's IT consultants are exploring costs for Proposals. Update to be sent round by email to Board.</p>	
4.6	Youth Provision update	
	<p>SH, LH and YK had visited Onside premises in Croydon. Commented that the facilities were great and could be a huge aspiration for Tilbury. The facility itself offers sports, dance, music, cooking, homework, business skills, vocational learning and wellbeing. There was a ratio of 1 youth worker to 10 children.</p> <p>LH had spoken to Aspire in Thurrock, Thurrock Council, CVS and London Resort Co. Next step would be to ask for support from Leader of the Council and Chief Executive. Site in Croydon had running/maintenance costs of £400k/yr. Board suggested this facility could be built on the site of the old Police Station.</p> <p>MC commented that the Council's funding over the next few years will be tight, so would need to find alternative ways to fund the running costs of the facility (Council would struggle to fund).</p> <p>PW suggested that businesses should part-fund this facility – eg Amazon, Port of Tilbury.</p>	

	<p>DM mentioned that the Towns Fund did allow up to 10% of grant as revenue. This could contribute to running costs. However support of Council's Leisure team is needed.</p> <p>LH: had a conversation with Michelle Lucas and she seemed happy with recent discussions about the Onside facility.</p> <p>PW summarised the update on projects, noting that the bid for funding was moving towards a bid for £33-35m rather than just £25m.</p> <p>NS commented that that would engage the higher level of scrutiny, and that projects would be scored individually.</p>	
5.	Comms	
	<p>RH confirmed that website had been launched, and that a Press release about the Accelerated Funds had been distributed.</p> <p>RH also confirmed that a Newsletter has been distributed to Board Members and to the Advisory Group. Members were asked to forward to contacts and ask them to sign up for updates so they would be GDPR compliant.</p> <p>RH commented that residents were also posting comments on My Town Website</p> <p>LH: there have been 193 responses to the Survey so far (promoted on Thurrock Nub News), with over 98% of respondents supporting proposals for more Youth Facilities.</p> <p>LH had also been approached to speak to a School about Tilbury Towns Fund/Accelerated Funds. LH was asked if it was possible to get photos of LH's engagement with school children.</p>	
	Action: Lucy will pick up community engagement with Children	LH
6.	Budget Review	
	<p>Currently all activity is within planned Budget limits; there is a balance of £30k left, after actual costs and committed costs.</p> <p>Board discussed funding for the Business case and decided it would have to come out from the Bid money.</p> <p>NS: MHCLG is still looking at developing further guidance, but it would have to come out of £25M.</p> <p>NS also mentioned the "Check and Challenge" session should be helpful. Date planned as 14 December.</p> <p>RC confirmed that the Check and Challenge is provided by the Towns Fund Delivery Partner (Arups Consortium) as an independent review of the TIP. NS will be invited, but the feedback is from the Arups independent team</p> <p>NS mentioned that there is some flexibility on submission dates if there has been a significant delay due to the current COVID lockdown. Board would need to write to NS and let him know. Equally, if there are any issues or delays with implementing the work funded by Accelerated funding (due to COVID) we should provide a timely update to NS.</p>	
	Action: Board members are encouraged to attend Check and Challenge session on 14 December.	Board

7.	Any Other Business / Next Steps	
	<p>TCA – Council to continue to try to contact TCA, before their next Board meeting.</p> <p>MC asked the Council's Legal/Asset team to check the terms of TCA's lease – to check if it is still operating as a charity.</p>	
	Action: Council to continue to attempt to contact TCA – chair of the board and secretary.	TC
	<p>NS stressed if the Board decide to bid for over £25m, then we will be subjected to higher levels of scrutiny and must show wider regional connections. Board discussed this briefly and could see wider links – eg to Thames Estuary, London Resort, Freeport agenda.</p> <p>Board also briefly discussed opportunities to connect Grays and Tilbury Boards together at the later delivery stage (after Town Deals are agreed), as there might be economies of scale in similar activity on projects like Thames Clipper and links to London Resort. There could be a benefit from creating a bigger, joined-up programme that could have a greater impact. Board agreed to consider in due course.</p>	