

Tilbury Towns Fund Board

Notes of meeting / Key action points

10am to midday, 26 August 2021

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
- Yewande Kannike, One Community

Council Support:

- Rebecca Ellsmore, Strategic Lead – Regeneration, Thurrock Council

Apologies:

- Lucy Harris, Creative People and Places Partnership
- Nigel Stewardson, MHCLG
- Rebecca Horne, Senior Communications Officer, Thurrock Council

Item	Subject	Action																				
1.	<p>Welcome and apologies.</p> <p>PW will be joining late so JDP to Chair meeting.</p>																					
2.	<p>Progress update.</p> <p>Accelerated funding.</p> <p>Daisy field:</p> <ul style="list-style-type: none"> • Fire damage repairs completed. Board noted concern about the damage so soon after initial installation. Action: Board Members to be proactive on TF comms focussing on investment being for the benefit of local residents. • Footpaths scheduled to be completed by the end of August. • Design finalised for missing panels on green gym, RE chasing an installation date. <p>Towns Fund hub:</p> <ul style="list-style-type: none"> • RE has not managed contact the building owner for the proposed location for the Towns Fund hub. Board confirmed that still wanted a hub to be pursued with the remaining funding. Action: RE to explore alternative locations. <p>Shopfront scheme:</p> <ul style="list-style-type: none"> • MHCLG approved use of Town Fund as match funding to ERDF/ESF programme. Tilbury businesses now only need to commit 5% funding rather than 50%. CLLD team to ensure local businesses are aware of the opportunity. Action: RE to share promotional leaflet. 	Board / RE																				
3.	<p>Project prioritisation.</p> <p>RE shared slides showing the project images from the TIP with their associated costings. The Board discussed each project with the following consensus.</p> <table border="1" data-bbox="217 1559 1345 1892"> <thead> <tr> <th data-bbox="217 1559 496 1610">Project</th> <th data-bbox="501 1559 624 1610">TIP £</th> <th data-bbox="628 1559 815 1610">Revised £</th> <th data-bbox="820 1559 1345 1610">Comment</th> </tr> </thead> <tbody> <tr> <td data-bbox="217 1617 496 1668">Onside</td> <td data-bbox="501 1617 624 1668">£5.2m</td> <td data-bbox="628 1617 815 1668">£5.2m</td> <td data-bbox="820 1617 1345 1668">Retain – high priority</td> </tr> <tr> <td data-bbox="217 1675 496 1727">Anchor Field</td> <td data-bbox="501 1675 624 1727">£1.5m</td> <td data-bbox="628 1675 815 1727">£1.5m</td> <td data-bbox="820 1675 1345 1727">Retain- linked to Onside</td> </tr> <tr> <td data-bbox="217 1733 496 1785">Car Park</td> <td data-bbox="501 1733 624 1785">£0.5m</td> <td data-bbox="628 1733 815 1785">£0.5m</td> <td data-bbox="820 1733 1345 1785">Retain – quick win, clear benefit</td> </tr> <tr> <td data-bbox="217 1792 496 1892">Community Hall</td> <td data-bbox="501 1792 624 1892">£4.5m</td> <td data-bbox="628 1792 815 1892">£4.5m</td> <td data-bbox="820 1792 1345 1892">Retain – clear benefit, deliverability concerns around land ownership noted</td> </tr> </tbody> </table>	Project	TIP £	Revised £	Comment	Onside	£5.2m	£5.2m	Retain – high priority	Anchor Field	£1.5m	£1.5m	Retain- linked to Onside	Car Park	£0.5m	£0.5m	Retain – quick win, clear benefit	Community Hall	£4.5m	£4.5m	Retain – clear benefit, deliverability concerns around land ownership noted	RE
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	Education Zone	£2.65m	£2.65m	Retain - Discussion around possible move to Freeport funding noted but discounted
	Jetty	£2.31m	£2.31m	Retain – high priority
	Riverside and Beach	£2.75m	£2.75m	Retain – high priority
	Fort	£0.8m	£0.8m (tbc)	Retain – only if can fund bridges. If EH do not believe bridges are deliverable other EH opportunities are lower priority for TF and funding may be withdrawn. RE/LH to meet with EH.
	Hub digital connectivity	£0.25m	£100k	Reduce – lower amount to retain opportunity for digital around station
	Hub Public realm at station	£3.03	£1.99m	Reduce – balancing project to utilise remaining funding after above priorities
	Heart and Heritage – Digital connectivity	£0.5m	£0.5m	Remove – lower priority
	Other parks	£1.5m	£0	Remove – possible funding from LTC
	IMC public realm contribution	£0.5m	£0	Remove – Board view can be funded from IMC budget
	Total	£25.99	£22.8m	£20.81 for priority projects (including £0.8m Fort). £1.99m remaining for Hub Public Realm.
<p>RE outlined that the council needed to undertake a similar exercise to the Board. This will focus not only on priority but will consider any constraints or risks on delivery and any ongoing costs that will fall to the council (maintenance, ownership, etc). The two processes will then need to come together to secure the joint sign-off of the submission to MHCLG on 5 October.</p>				
<p>RE outlined that the Towns Fund guidance required local assurance of the business cases but there should also be an element of independent assessment. Two options could secure this:</p>				
<ol style="list-style-type: none"> 1. commission an independent evaluator 2. partner with another town in the process and independently evaluate each other's business cases 				
<p>The Board agreed that an independent evaluator should be commissioned and agreed the cost could be covered by the Town Fund grant.</p>				

Item	Subject	Action
	Action: RE to explore opportunities to jointly commission with other towns to drive efficiency.	
4.	<p>Resourcing.</p> <p>RE outlined the following new appointments:</p> <ul style="list-style-type: none"> • Kerry O'Driscoll – Interim Tilbury Programme Manager (replacing Camille James), covering Tilbury Town Fund and Tilbury IMC. Start early September. • Yomi Shodimu – Senior Project Officer, primarily dedicated to Grays and Tilbury Town Funds. Start early September • Samuel Aligbe – Interim Strategic Lead Regeneration, (replacing RE post end September), primarily dedicated to Grays and Tilbury Town Fund. Start tbc. <p>A further Strategic Lead and Senior Project Officer within the Regeneration team will provide additional capacity allowing the people above to provide more focus on the Town Fund.</p> <p>The Board had previously considered the need for a Liaison Officer to support the Board and facilitate timely information between the council and the Board. It was agreed to review the need for this once the larger council team was embedded to see if it was still required.</p>	
5.	<p>Comms.</p> <p>Board requested that the postcard advertising the award is completed and delivered to all Tilbury residents.</p> <p>Action: RE to speak to RH for update.</p> <p>The Board discussed the need to be proactive on comms and reinforce the benefits already delivered by the accelerated funding.</p> <p>Action: LH/RH to develop a comms plan with scheduled messages to be released over the next 12 months.</p> <p>The Board noted that the TIP should now be published on the TF website and that it contains good quality images that can now be used in comms messages.</p> <p>Action: LH to be asked to update the website including publishing the TIP.</p> <p>Action: PW noted that he would update the advisory group.</p>	RE / LH / RH / PW
6.	<p>Any other business.</p> <p>PW proposed that Kevin Saddler from Gateway Academy be invited to join the Board. All Board Members agreed.</p>	PW / RE

Item	Subject	Action
	Action: PW to confirm to KS, RE to ensure KS added to all correspondence and invites going forward.	