

# Margate Town Deal Board Minutes



**Date:** 10 February, 2021 at 12pm

**Venue:** Virtually, via Google Meet

**Present:** Graham Razey OBE (Chair), Cllr Ruth Duckworth (RD), Madeline Homer (MH), Adam Bryan (AB), Trish Nichols (TN), David Smith CBE (DS), Lesley Game (LG), Victoria Pomery OBE (VP), Eddie Kemsley (EK), Sam Causer (SC), Richard Ash (RA), Stephen Darrer (SD), Jesse Tomlinson (JT)

**In attendance:** Louise Askew (LA), Natalie Glover (NG), James Clapson (JC)

**Apologies** Sir Roger Gale, Iain McNab, Lesley White, and Cheryl Potts (for whom Trish Nichols was substitute)

## 1. Welcome

The Chair welcomed everyone to the meeting and advised that this first meeting of the year and the Team would provide the Board with an update on the activities since the submission of the Town Investment Plan, and advise the Board of the next steps.

## 2. Declarations of Interest

There were no declarations of interest.

## 3. Updates

LA presented the Board with updates as follows, the presentation slides would be shared with the Board after the meeting:

### Town Investment Plan and Timeline

- No feedback had been received on the TIP submission.
- Seven towns had received deals so far, with an approximate average award of 80% of their funding ask.
- Projects were likely to be given a traffic light rating (red/amber/green) from the Government to indicate which could be progressed. Red indicated that the project could not be taken forward and amber denoted that MHCLG approved the project but with conditions attached. Projects given a green light could proceed to the business case stage without any conditions.
- The Board would need to approve which projects should be taken forward following a prioritisation process.
- The Board would need to agree on a framework by which to assess and prioritise the projects. Transparency and clear communication of this process would be critical.

### **Business Case Development**

- The Council and the Board will have three weeks to agree Heads of Terms once received from MHCLG.
- A final project, the number of business cases being developed and an estimated spend profile need to be submitted within two months of agreeing the Heads of Terms.
- Business cases will need to follow the 'Five Case Model'.
- There was no requirement to provide a targeted benefit cost ratio (BCR) unlike other similar programmes, although MHCLG will still require the information in order to understand value for money of our proposed projects
- There would be a need to bring in professional expertise to help build the full business cases as some elements were very technical.
- It was confirmed that each business case would come to the Board to be ratified, as well as being signed off by the Council as the accountable body.
- An independent evaluation of the business cases was suggested by AB and it was agreed this option would be considered.

### **People's Panel**

- There would be a series of project sponsor re-group meetings on 26 February, to provide an update and advise of the next steps.
- There was a need to recruit some new members to the People's Panel from under-represented areas. This would be an open call for volunteers.
- The website and a blog has been used to keep people updated. A communications plan would be scheduled to coincide with the business case development.

### **Budget**

- LA informed the Board that during the week of the board meeting, the MHCLG had invited the Council to apply for additional capacity funding to support the Town Deal process.
- Funding requests could be made between £50,000 and £120,000 and the deadline to make the request was very short, next Wednesday, 17 February. Any funding awarded would also need to be committed before 31 March 2021.
- The Board agreed that LA should apply for this funding for two key areas; to support further work on community engagement during the business case phase, and to commission specialist consultancy to develop the new Creative Land Trust.
- It was agreed that LA would liaise with the Chair when drafting the request, and that the request would be shared with the Board for information.

### **51/57 The High Street**

- A paper had been circulated that provided a brief update, and the Chair had asked for more information relating to costs on behalf of several board members.
- LA provided an update on the estimated costs for works to strip out and remove asbestos, and to replace the roof with the associated scaffolding.
- LA added that the Council would soon start the open tender process to commission this work to be undertaken.
- It was agreed that it was important to communicate that this remedial work was essential, in order to allow the building to be repurposed/brought back into use.

#### 4. Board Member Commitment

- The Chair highlighted that there would need to be a quick turn around once the Heads of Terms were received, and the Board would need to be flexible in order to meet these timescales which may fall outside of the scheduled board meetings.
- It is likely that other boards will be going through this process to support the next phase of the Town Deal work that is required. The Board needed to consider whether its membership remained fit for purpose as the business case phase begins.
- The Chair or LA would be happy to talk to any member who wished to discuss their role in the future of the Board.

Meeting ended: 13:08

<b>Actions</b>	<b>Responsibility</b>
LA to apply for additional capacity funding from the MHCLG and liaise with the Chair when drafting the request.	LA & Chair
Share details of the above funding application with the Board for information	LA
Circulate the presentation with the Board along with relevant links	LA