

Meeting Minutes

PROJECT	Town Deal – Community Engagement and Consultation Group		
DATE	3 November 2022	LOCATION	Virtual meeting using Zoom

Attendees	
David Pagett-Wright	Chair
Kathy Phillips	Loughborough Heritage Forum
Jill Vincent	Generator Loughborough
John Hardwick	Federation of Small Businesses
Stephen Marwood	Environment Agency
David Towle	Environment Agency
Christian Allen-Clay	Kinch Bus
Alan Leather	Canal and River Trust
Kay Sharpe	Canal and River Trust
Sam Stephens	LATi
Ross Ingham	Bellfoundry Trust
David Ellard	Great Central Railway
Lisa McHendry	Youth Sport Trust
Harry Creasey	Arriva
Justin Henry	Director of Commercial and Economic Development (CBC)
Chris Grace	Head of Economic Development and Regeneration (CBC)
Maria Curran	Loughborough Town Deal Project Manager
Mike Roberts	Communications Manager (CBC)
Sally Watson	Minute Taker (CBC)

Apologies	
Alison Oliver	Youth Sports Trust

Meeting Type (Team, Board or other)
Community Engagement and Consultation Group
Meeting Minutes
<p>1. Welcome and Apologies</p> <p>Attendees introduced themselves and apologies were given as outlined above.</p>
<p>2. Minutes of the previous meeting and matters arising</p> <p>The minutes of the previous meeting held on 4 August 2022 were confirmed as a correct record and there were no matters arising.</p>

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3 Project Update

The Town Deal Project Manager provided a presentation on the progression of projects.

The following summarises the points made:

- i. There were no changes to the amount of Town Deal funding received since the previous meeting. Funding was to be released in two tranches, one of which had been received (£5.5m), and the second was expected to be received in late November/early December 2022.
- ii. Grant agreements had now been complete for the Careers and Enterprise Hub and the Generator project. This enabled these projects to commence early stages of work.
- iii. Grant agreements were almost in place for the Digital Skills Hub, the Riverside Regeneration project and the Healthy and Innovative Loughborough project.
- iv. Grant agreements were not prepared for the Great Central Railway and the Wood Brook Flood Mitigation projects.
- v. The Taylor's Bellfoundry project had experienced slight delays due to an extension in the tender period and a value engineering exercise to help alleviate the increase in construction costs. It was anticipated that any delay in project delivery would be between 3 – 6 months.
- vi. The Careers and Enterprise Hub has experienced a slight delay of approximately one month. This was due to the work involved with securing a grant agreement.
- vii. The Digital Skills Hub had experienced delays due to changes to details within the project, following the allocation of additional funding from other sources. Delays to this project were estimated to be more than 6 months.
- viii. There had been some changes to the delivery of the Great Central Railway project which has incurred a delay of approximately 3 – 6 months. This was due to the requirement of planning permission for additional buildings planned as part of the project.
- ix. The Healthy and Innovative Loughborough project was complex and involved a number of different physical refurbishments and buildings and also the delivery of programmes on active living and health interventions. There were delays to this project of 3 – 6 months.
- x. The Wood Brook Flood Mitigation project required more detail on business case preparations. This project was on track and completion of the project was anticipated to be in early 2025.
- xi. The business cases for Lanes and Links and Living Loughborough were submitted in August 2022. It was anticipated that confirmation of approval would be received in late November/early December 2022.

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xii. It was highlighted that inflationary costs and tender price increases may have some impact on all of the projects in some way. In order to alleviate these issues, value engineering exercises would be valuable to ensure projects were not compromised, and to ensure projects were delivered on budget. It was suggested that the Council could provide advice and support to projects should these issues arise.

xiii. Charnwood Borough Council had appointed a dedicated Planning Officer to oversee planning matters associated with Loughborough Town Deal projects. This planning resources also included the provision of advice and guidance for project leads.

The Council's Communications Manager delivered a presentation updating on the approach to Town Deal communications. The following summarises the points made:

- i. The team had promoted videos and press releases to highlight the key announcements for Healthy and Innovative Loughborough and Great Central Railway.
- ii. The Great Central Railway confirmed funding announcement was shared across all channels. This had been the most popular video on the Council's YouTube channel this year.
- iii. Drone footage of the Bedford Square Gateway project had been promoted to demonstrate the improvements made to the area. A video was created including this footage and was shared across all platforms. This was one of the most popular videos the Council had posted over the past year, generating 1,000 views on Facebook.
- iv. There had been a virtual consultation with residents held in September focussing on the Hope Bell project, which had been successful.
- v. There were upcoming funding announcements to be made for Lanes and Links, Wood Brook Flood Mitigation project and Living Loughborough and these would be made before the end of the year. These were opportunities to highlight the projects and promote the Town Deal and improvements to the local area.
- vi. The Communications team wanted high quality images and videos to demonstrate the work being undertaken by projects starting the delivery phase. These would be used to update the public on the progression of projects. This media would also be beneficial after the Town Deal work had concluded, as it would demonstrate the improvements made to the town over time and would show the projects at various stages of development.
- vii. The Co-Chairs of the Town Deal Board had visited various locations to see the development of some projects. This had been beneficial to the Co-Chairs and it had been suggested that all members of the Board could visit sites when appropriate and this would be arranged in due course.

AGREED that the group notes the information.

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4. Riverside Regeneration Project

Alan Leather delivered a presentation on the status of the Riverside Regeneration Project. The following summarises the points made;

- i. A brief description of the Canal and River Trust was provided, including detail on the area covered nationally and regionally and the history of the waterways in Loughborough.
- ii. A video promoting the Canal and River Trust was shared which can be accessed here; <https://canalrivertrust.org.uk/about-us>
- iii. The Riverside Regeneration project included 2km of towpath resurfacing, a new visitor mooring, improved access points and improved signage. Photographs were provided to demonstrate the requirement of the works discussed.
- iv. It was intended that communications would progress as the project began work. This would include leaflet drops to residents and letters to user groups and ward Councillors providing information on the project. Informative towpath signage would be erected in late November and a press release would be issued in December.
- v. The rich industrial heritage of the canal and Loughborough as a whole would be interpreted through signage. It was knowledge that a number of the other projects could support the interpretation initiative as there are linkages across projects (the Hope Bell project, Great Central Railway).
- vi. It was highlighted that library volunteers had undertaken work researching the heritage of Loughborough and that this work could support the work of the Riverside Regeneration project. There were also a number of books on the history of Loughborough's canals available at the library and there was a forthcoming exhibition titled 'History of the Boat People' in preparation. In addition, it was identified that the Heritage Forum would be a valuable resource in identifying aspects to include in the interpretation of the project. It was suggested that representatives of the group meet outside of the meeting in order to discuss how heritage interpretation can be explored.

AGREED that the group notes the information.

5. Representation and Feedback to the Town Deal Board – Opportunities, Issues and Concerns

It was highlighted that costings for the Generator project were expected to be high given inflationary rises.

6. Date of Next Meeting

It was confirmed that a further meeting of the group would be scheduled in due course.