

Southborough Hub Project Board Minutes – 4 April 2016

9:30 - 11:00

Room 21B - TWBC

Attendees:

STC

Cllr Glenn Lester
Brenda Wickens

TWBC

Cllr Lynne Weatherly

KCC

Mike Hill (chair)
Peter Oakford
Joe Reidy
Jonathan White

Apologies: David Candlin

		Action
1.	Introductions	
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2.	Minutes and actions	
	• All actions are completed	
3.	Project build update (JR)	
	<ul style="list-style-type: none"> • Project discussed progress being made by the architects on the designs. • Planning application deals with size and mass, internal elements can be changed. • Going forward the designs will need to go out to consultation after which STC and the Board can then vote on them. • Officers to attend an STC meeting and brief Cllrs on how the planning application will work. • Looking to go for a planning application once planners are happy with the revised proposals • The purchase of the Tesco land was discussed along with timings and issues of any acquisitions. • Purchase of Lloyds land is outstanding and intended to take place at the same time as the Tesco land once the Collaboration Agreement is signed giving all parties the necessary guarantees. • Following feedback from planners the residential element has been increased by 7 units to 62. • EQUIA has been updated to take into account the end of the consultation and feedback therein. • JW was asked to look into the potential for an ACE bid. • GP continues to be supportive of the project and is looking to progress to stage 2. 	JW
4.	Option decision	
	• Paper was circulated and board agreed the decision paper.	
5.	Legal update	
	• Collaboration Agreement can be signed once parties are happy with it. Awaiting final feedback from TWBC. KCC can sign	

	<p>subject to Rebecca Spore agreeing it.</p> <ul style="list-style-type: none"> • Call option on the change of location to the Sport Pavilion still needs to be done. 	
6.	Communications	
	<ul style="list-style-type: none"> • Update to go out. • Public consultation evening for the planning application will be required and further work is required on this subject to planners being content. 	
7.	Operations update (JW)	
	<ul style="list-style-type: none"> • Framework being setup to discuss details of various elements • JW to bring paper to the board in due course to discuss (vision and sub sections) once this has been progressed. • Arts department at KCC – suggested the Hub could become a centre of excellence. • Potential for the Hub to be a centre of excellence for Theatre and the arts if we can get a key tenant to take up residence. 	JW
8.	Budget update	
	<ul style="list-style-type: none"> • Viability is being undertaken by DHA and will be shared in due course. • No changes on the project costs • JR to submit update paper for the next meeting 	JR
9.	Risk register (JW)	
	<ul style="list-style-type: none"> • The following elements will be updated, timeline, designs, viability, Tesco/Lloyds, doctors. 	
10.	AOB	
	<ul style="list-style-type: none"> • Timeline to be re-issued with amendments JR 	JR
11.	<u>Date of Next Meeting</u>	
	<ul style="list-style-type: none"> • JW to sort next meeting in early May 	JW