

COMMUNITY AGENTS REPORTS

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May 04 to April 06

MCTI COMMUNITY AGENT

REPORT TO STEERING GROUP MEETING ON 13TH MAY 2004

Introduction

This is my first report to the Steering Group following my appointment as Community Agent / Administrator on 7th April 2004.

Since that date I have attended the Steering Group Meeting on 8th April, had separate introductory discussions with the Chairman, Mr Steve Tait, with Mr Alan Berry, SWRDA, and with a number of members of the Steering Group. In addition I have attended MCTi Briefing Sessions for the following groups:

- Citizens' Advice Bureau volunteers (small group only)
- St Germans Parish Council
- Cornwall College (Saltash) Senior Management Group
- Landulph, Botus Fleming and Pillaton Parish Council representatives

Further briefings are planned.

Thanks to Councillor Pip Miller, an MCTi office has been found on the 1st Floor of the Citizens' Advice Bureau building. This has now been equipped with basic office furniture. A laptop computer and a printer have been purchased, and a BT telephone line is about to be connected. The address and contact details are as follow:

MCTi Community Agent,
1st Floor, Citizens' Advice Bureau Offices
18 Belle Vue Rd
Saltash
PL12 6ES
Tel: 01752 841263
e-mail: mcti@saltash.gov.uk

Goals and Themes

Enclosure 1 is the 3rd draft of a mapping exercise to allocate Themes to the agreed 5 Strategic Goals. It is planned that Group Leaders will lead and co-ordinate the work relating to each Strategic Goal and its themes. A number of these Strategic Goals link with each other through cross-cutting themes, i.e. Proximity of Plymouth, "Youth and hard to reach groups", and Impact of ICT. It is proposed that additional Group Leaders are found to lead on each cross-cutting theme and to liaise with Strategic Goal Group Leaders.

On the spreadsheet a number of themes have been annotated with Healthcheck Worksheet numbers in brackets. It will be the task of each Group Leader with their Group members supported by the Community Agent to address the relevant Healthcheck Worksheets which focus attention on gathering data and relevant supporting information.

The Healthcheck

Enclosure 2 is an extract from the Market Towns Healthcheck Handbook issued by The Countryside Agency entitled "Completing a healthcheck" and provides an

overview of the healthcheck process. The document is some 32 pages long and is published on the internet. Copies can be provided by me on request.

MCTi – Local Skills Audit

To enable the MCTi Steering Group to identify potential Group Leaders and Group Members, Skills Audit forms have been circulated. Initially individual forms were provided to Steering Group members and a number have been completed and returned. Thanks to an initiative by Councillor Brian Carter a wider circulation to households in Saltash and the surrounding parishes has since followed. The audit formed part of the enclosure in the recent edition of the Saltash Town Council Messenger (Edition 3 – Spring 2004). Although there has been some difficulty in getting the wider distribution to all houses, of the over 100 forms so far returned, some 30 people have indicated their interest in one or more themes and provided contact details.

There will be “lessons learnt” from this experience with distribution which will need to be acted on for future questionnaires, newsletters etc.

Enclosure 3 entitled “MCTi Contact List” identifies all those who have so far expressed an interest in the MCTi project. This list is an extract of a database, still at the design stage, that includes addresses or further contact details. In due course the maintenance of the database is an area that will benefit from voluntary support. At least one of the respondents to the Skills Audit has indicated a willingness to support MCTi administration.

“The Gateway Partnership”

At an appropriate stage it will be important for the MCTi project to be given a title. The title “The Gateway Partnership” has been used in some documentation. It is recommended that in due course the MCTi Steering Group endorse a suitable title.

MCTi Steering Group Membership

Currently the MCTi Steering Group does not stand alone as a separate entity. It currently comprises Saltash Partnership members plus those invited by the Saltash Partnership to attend Steering Group meetings. It is recommended that this forum selects approximately 15 – 20 people, not all of whom may have yet have been included on the database, to become the MCTi Steering Group. Initially it would be logical for the Steering Group to meet immediately following the Saltash Partnership monthly meeting.

Actions

- Presentations to parishes not yet visited and other community groups
- Skills Audit returns to be hastened
- Group Leaders and Group Members to be selected from Skills Audit returns
- Agreement on Goals and Themes mapping
- MCTi Steering Group membership to be agreed
- MCTi project to be given a title
- MCTi timetable to be reviewed

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 10TH JUNE 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my second monthly report to the Steering Group.

Since the last meeting an MCTi presentation has been given to Pillaton Parish Council members. All PL12 Parish Councils with the exception of St Dominick and Landrake have now been visited and are represented. I have contacted both St Dominick and Landrake Parish Council Chairmen offering a presentation and await their responses.

The "Gateway To Cornwall" MCTi list of contacts has now risen to 95 including the Steering Group.

Planning Overview

As was highlighted and discussed at the last meeting it is important to maintain focus on the overall plan for the initiative.

The Saltash Partnership commissioned a report by SBD Associates to provide a framework for the work ahead and an action plan. The report dated December 2003 is entitled "Saltash and Surrounding Area Market and Coastal Towns Initiative". Copies are available as required. The following is the action plan.

ACTION PLAN		
By March 2004	Inception meetings – partners and stakeholders. Recruit paid support.	Steering Group based research – skills audit, health check visioning, naming, agree key themes.
By June 2004	PR / Development Work to recruit community working parties for the key themes and broaden partnership – includes Launch Event(s) . Workshops and consultations around key themes and key groups.	Establish Community Planning Group (Executive) to formalise wider Partnership. Agree communications strategy for keeping Partners and community informed of progress (groundwork for future process).

By September 2004	Ongoing work by theme groups. More PR events or Quick Win projects – to maintain / raise public interest e.g. work with schools. Revisit health check and other baseline research.	Outline Plan – Community Feedback Event.
By December 2004	Prioritising projects with Community Planning Group and partners. Strategic planning workshop with officers / funders. Finalise Community Regeneration Plan. Publish Community Regeneration Plan. Finalise structure for next stage of development.	

Launch of “Gateway to Cornwall” - Wine & Cheese Evening – 16th June 2004

Following agreement at the last Steering Group meeting a Wine & Cheese evening to publicly launch “Gateway to Cornwall” is in the process of being organised at the Guildhall, Saltash. The date and time have been agreed as Wednesday 16th June at 7.0 pm. and the Guildhall has been booked. Invitations have been sent to all members of the Steering Group, those who have completed a Skills Audit form and others who have been contacted as representatives of groups or organisations. Local supermarkets have been contacted to seek sponsorship and to defray costs.

The purpose of the evening is to brief everyone involved about the initiative and then go on to establish groups who can take forward the work outlined in the health check process. A significant amount of the work has already been done through Parish Plans and the Saltash Integrated Area Development Plan.

In addition it will be the task of the groups to ensure that broad community issues are identified and researched to form the basis of the strategic community projects which will go forward to the Community Strategic Plan.

Goals and Themes

Following further discussion the Goals and Themes grid has been redrafted and is attached as 4th Draft.

MCTi – Local Skills Audit

I continue to receive Skills Audit forms. The tally to date showing interest in a particular area is as follows:

STRATEGIC GOALS	Numbers on MCTi List
Economy / Tourism	13
Environment	13
Community Planning & Housing	22
Education	8
Traffic & Transport	3
Not yet declared	36

Actions

Wine & Cheese Evening – 16th June 2004

- Identify helpers for registration on arrival – 3 required
- Provision of wine and food – local supermarkets and caterers being approached
- Identify helpers for serving refreshments – 3 required
- Provision of screen and projector for presentation – in hand
- Provision of 5 flip-chart boards with paper & marker pens – to be done
- Programme for the evening to be finalised and issued to all attendees – draft with Chairman and Vice Chairman

On-going Items

- Continue to look for opportunities to make presentations to parishes not yet visited and other community groups
- Skills Audit returns to be hastened
- Identify/add representatives of groups not yet on MCTi list
- MCTi Steering Group / Community Planning Group (Executive) to be agreed
- MCTi timetable to be reviewed
- Agree communication strategy for keeping Partners and community informed of progress

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 8TH JULY 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my third monthly report to the Steering Group.

Launch of "Gateway to Cornwall"

A successful "Gateway to Cornwall" launch event was held at the Guildhall on 16th June attended by 54 people out of the 105 invited. Waitrose and the Co-op sponsored refreshments.

Following an introduction by the Chairman and the MCTi presentation by the Vice Chairman everyone present was invited to break into the 5 Strategic Groups as identified on the Groups and Themes grid. The groups then met for approx ¾ hour followed by a reporting back session.

Attached are the feedback notes from the 16th June. These notes have only been supplied to Steering Group members plus Group Leaders at this stage.

Strategic Group meetings are as follows:

- Economy / Tourism – 19 registered.
 - Group Leader – Joe Ellison (first meeting), Jim Westlake (as from second meeting)
 - First meeting Wed 23rd June at the Guildhall.
 - Second meeting Wed 14th July at the Guildhall
- Community Planning & Housing – 29 registered.
 - Group Leader – Brian Carter
 - First meeting Wed 30th June at the Guildhall
- Environment – 24 registered
 - Group Leader – Brian Pedley
 - First meeting Wed 7th July at Landulph Memorial Hall
- Education – 12 registered
 - Group Leader - Leigh Hughes
 - Meeting not yet planned
- Traffic & Transport – 6 registered
 - Group Leader not yet found
 - Meeting not yet planned

A further 35 people who are not able to commit to a particular group are also on the "Gateway to Cornwall" register. They include the Clerks of the PL12 Parishes, a number of Councillors and Council Officers, and a few private individuals who are not able to travel due to age, infirmity or pressure of work, but have asked to be kept informed.

Unfortunately only a small number of people from the PL12 parishes have registered an interest. Unless more effort is made in attracting interest in the villages it is likely the task of the groups will be made more difficult in getting a balanced view of community issues. It is considered that publicising and holding some meetings in PL12 parishes rather than in Saltash could encourage participation.

Other Meetings / Events

I attended a meeting of Tamar Valley Futures at Callington on 23rd June. The primary purpose was to enable Callington representatives to update the TCF Steering Group on community issues which had been identified in the feedback to questionnaires sent out in support of the Callington Town Plan process.

Of particular interest to “Gateway to Cornwall” was the TCF Chairman’s concern that St Dominick had slipped through the net. He suggested that a letter be sent to the Chairman of St Dominick Parish Council encouraging participation in one MCTi group or another.

I have subsequently written a letter of encouragement to the Chairman of St Dominick, and offered a presentation to parish councillors. I have also written to the Chairman of Landrake with St Erney in the same vein.

Forthcoming events: “Sustainable Saturday” – 3rd July and Saltash Regatta / Showcase – 10th July.

Forthcoming meetings: MCTi Youth Meeting – 7th July at Crossroads Lodge, Scorrier.

Actions

On-going Items

- Support Strategic Groups by arranging and booking meeting venues, sending out calling notices / reminders, providing support documentation and distributing follow-up reports.
- Assist with establishing Traffic & Transport group
- Continue to look for opportunities to make presentations to parishes not yet visited (St Dominick and Landrake) and other community groups
- Encourage distribution and return of Skills Audits
- Identify/add representatives not yet on MCTi list
- Steering Group / Community Planning Group (Executive) to be agreed
- Timetable to be reviewed
- Agree communication strategy for keeping Partners and community informed of progress
- Investigate opportunities for further joint events, e.g. boat trip

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 12TH AUGUST 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my fourth monthly report to the Steering Group.

Strategic Groups

There has been a modest increase in numbers who have completed skills audits;

- Economy / Tourism – 18 registered.
 - Group Leader – Jim Westlake
- Community Planning & Housing – 34 registered.
 - Group Leader – Julian Grail
- Environment – 27 registered
 - Group Leader – Brian Pedley
- Education – 12 registered
 - Group Leader - Leigh Hughes
- Traffic & Transport – 7 registered
 - Group Leader – Bill Cotton

I attach the updated diary of meetings since the launch of "Gateway to Cornwall".

Healthchecks

Data and information for completing the worksheets is gradually being obtained. Some data has been provided by CDC and other authorities. It has been proposed that some assistance, e.g. from University of Plymouth Business School, or a student on leave would bring useful support for researching questions not yet addressed.

Other Meetings / Events

With a number of members of the Steering Group a "Gateway to Cornwall" stall was manned at "Sustainable Saturday" on 3rd July and Saltash Regatta / Showcase on 10th July. A number of members of the public expressed interest and took skills audit forms to consider.

I have been invited to attend the youth festival at Hatt on Sunday 22 Aug with a "Gateway to Cornwall" stall. Steering Group members very welcome to attend in support.

On behalf of the Steering Group Andy Rance of Livewire Youth Group attended a MCTi Youth Meeting on 7th July at Crossroads Lodge, Scorrier.

Group Leaders met on 21st July and 4th August to review overall progress on health checks etc.

Boat Trip – MCTi “Networking Experience”

Costs for an evening boat trip from Saltash to go up-river and return to Saltash as follows: for Fri 3 Sep 6 – 9 pm

Tamar Cruises - £250 – 70 passengers

Plymouth Boat Cruises - £300 – 80 passengers

It is recommended to the Steering Group that such a trip is a good opportunity for networking. However, there is a risk that it might be undersubscribed and would need to be underwritten by the MCTi budget.

A charge of £4 / head would cover costs if the boat was full. A decision on whether to go ahead is referred to the Steering Group.

On-going Items

- Ensure support to Strategic Groups by arranging and booking meeting venues, sending out calling notices / reminders, providing support documentation and distributing follow-up reports.
- Continue to look for opportunities to make presentations to community groups
N.B. No reply received from Parish Council Chairmen of St Dominick or Landrake with St Erney
- Encourage distribution and return of Skills Audits
- Identify/add representatives not yet on MCTi list
- Ensure overall timetable is kept under review
- Keep community informed of progress
- Provide press releases as often as practicable

Other Information

Caradon Courier – Summer 2004 edition – has centre page spread on “Vision for SE Cornwall”. Article on Parish Plans says “we are linking the parish plans with the Market and Coastal Town Initiatives in Saltash, Torpoint and Tamar Valley to ensure they work together for local people.”

SWRDA released a Press Release on 15 July with following headline and supporting article:

South West RDA commits more than £40 million to rural regeneration over next three years.

The South West RDA has confirmed a new three-year commitment to invest over £40 million in projects and initiatives specifically designed to improve the rural economy. (Full text available on request)

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 9TH SEPTEMBER 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my fifth monthly report to the Steering Group.

Strategic Groups

There continue to be 5 Strategic Groups as follows:

- Economy / Tourism – 19 registered.
 - Group Leader – Jim Westlake
- Community Planning & Housing – 36 registered.
 - Group Leader – Julian Grail
- Environment – 27 registered
 - Group Leader – Brian Pedley
- Education – 12 registered
 - Group Leader - Leigh Hughes
- Traffic & Transport – 7 registered
 - Group Leader – Bill Cotton

There are currently no representatives from St Mellion, St Dominick, Pillaton, St Germans, Landrake or St Germans in these groups.

I attach the updated diary of meetings since the launch of "Gateway to Cornwall".

Healthchecks

Data and information for completing the worksheets continues to be sought from CDC, other authorities and local resources. At the last Steering Group meeting there was some discussion as to whether assistance should be found to research answers to worksheets, e.g. from University of Plymouth Business School. This option remains open.

Meetings / Events

On Sunday 22 August, Julian Grail and I attended a Youth Festival outdoor event at Hatt (organised by Ray Feltham). We were able to provide "Gateway to Cornwall" information to a small number of members of the public expressing interest.

The "Networking Experience" boat trip was confirmed for the evening of Friday 3rd September. At the time of writing 50 people had booked places.

On Wednesday 22nd September, an MCTi Workshop on Transport, organised by Cornwall Rural Community Council, will be held at the Eden Project, Bodelva, starting at 9.30, covering the following topics:

- Workshop 1 - *Community Solutions to Transport*
- Workshop 2 – *Speed Management Strategy – Issues & Funding*
- Workshop 3 – *Public Transport*

On Friday 24th September, the next meeting and AGM of the Cornwall Forum Network will be held in Bodmin starting at 9.30. Minutes of the last meeting have been provided to Steering Group members by e-mail. Spare copies are available on request.

The "Gateway to Cornwall" Steering Group may wish to consider representation at these meetings.

On-going Items

- Continue to support Strategic Groups by arranging and booking meeting venues, sending out calling notices / reminders, providing support documentation and distributing follow-up reports as required.
- Seek opportunities for presentations or to publicise "Gateway to Cornwall". N.B. At last meeting it was confirmed that St Dominick PC do not wish to engage with "Gateway to Cornwall" MCTi. Landrake PC have not responded one way or another.
- Support distribution and return of Skills Audits
- Identify/add representatives not yet on MCTi list
- Keep community informed of progress / initiate press releases as often as practicable

Other Information

On Monday 23 August the Countryside Agency announced that three more market towns have been selected as national 'beacons' to show how England's rural towns can provide more jobs, housing and services for their residents and communities in the surrounding rural areas. The towns, Evesham, Uttoxeter and Spalding have all participated in the national Market Towns Initiative.

As with the existing Beacon Towns, each town will demonstrate how best to tackle a particular issue or range of issues, such as community safety, development of business opportunities and resources, housing, and access to leisure, arts and recreation. The towns were selected, in consultation with local partners, from more than 235 towns taking part in the Countryside Agency's Market Towns Initiative.

The projects identified by the new Beacon Towns are:

- In Evesham, the Market Town Partnership will be working with key partners to develop a range of pilot initiatives aimed at improving the understanding of the issues around short term contract workers employed by local food and farming businesses. Such employment, although essential to the economic success of the businesses, can create pressures on local housing, transport safety, fear of crime and the exploitation of workers.

- In Spalding and South Holland , another key centre for horticulture, agricultural activity and food production, the Beacon Town work will support a number of projects aimed at improving understanding of how market towns can provide methods of community integration for short term contract workers.

- In Uttoxeter , key partners involved in the Uttoxeter Plus Market Town Initiative have identified the need to produce an integrated transport plan for the town and surrounding area.

Pam Warhurst, Chair of the Countryside Agency said:"We are delighted with the enthusiasm with which market towns have grasped the opportunities to find solutions to these challenging issues. We have selected Evesham, Spalding and Uttoxeter as 'beacons' to develop imaginative long term solutions which will not only benefit their local communities but means they can share their experiences and solutions with towns across the country."

The Rural White Paper 2000 recognised the crucial role that market towns play in rural life and tasked the Countryside Agency with developing and promoting a market towns healthcheck, to identify good practice as part of an overall approach to revitalising market towns in partnership with the regional development agencies.

For more information relating to MCTi see the Countryside Agency websites:

<http://www.countryside.gov.uk/NewEnterprise/MarketTowns/Index.asp> &

<http://mt.net.countryside.gov.uk/>

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 14th OCTOBER 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my sixth monthly report to the Steering Group.

Way Forward

As agreed at the last Steering Group meeting the Chairman, Vice Chairman, Group Leaders and representatives from groups will meet for a Saturday Forum on 16th October at the Guildhall to review the work of the 5 strategic groups in detail, and make recommendations for the way forward. I attach the draft of the Saturday Forum agenda for information.

Diary

I attach the updated diary of meetings since the launch of "Gateway to Cornwall".

Meetings / Events

On behalf of Saltash Partnership I attended the Cornwall Forum Network AGM and meeting at Bodmin on 24 September.

The Forum was originally set up in response to the Single Regeneration Budget (SRB) and involved some 9 major Cornish towns including Hayle, Camborne / Redruth, Bodmin, Falmouth and Liskeard, later expanding to include others such as Bude, Camelford, Helston, Launceston, Looe, Newquay and Saltash. Local representation in the recent past has included St Germans Community Partnership (Alison Hadley) and Saltash Partnership (Arthur Hearl). The Forum meets up to 3 times per year, with an average attendance of 15. It represents a multiplicity of organisations, e.g. Local Strategic Partnerships. Costs of meetings and administration is met from CCC.

Discussion included whether the Forum should be wound up or whether it continued to provide a link between Cornish towns. The meeting concluded that on balance, it was better to continue for the time being, particularly in view of the current MCTi work across the SW region. The Forum provides a link that does not exist elsewhere for Cornish towns to raise common economic and social concerns and seek the views of others.

The next meeting of the Cornwall Forum Network is 22nd January 2005.

"GATEWAY TO CORNWALL"

Saltash And Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 11th NOVEMBER 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my seventh monthly report to the Steering Group.

"Gateway to Cornwall" MCTi has been accepted as a member of the Market and Coastal Towns Initiative Association. MCTiA is represented by Mr Simon Swale for our area.

Way Forward

I attach the Action List and a revised Action Plan from the Group Leaders' Forum on 16th October 2004.

Diary

I attach the updated diary of meetings since the launch of "Gateway to Cornwall" in June 2004.

Meetings / Events

Cornwall MCTi Chairs' meeting on 12th November 2004 will be attended by Liam Bradley, Vice Chairman, plus myself.

MCTiA Annual Networking Conference on 26 & 27 November 2004 – representation under discussion.

Next Group Leaders' Forum is Saturday 27th November 2004 in the Guildhall from 8.30 am – 12 noon.

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 9th DECEMBER 2004

REPORT BY COMMUNITY AGENT

Introduction

This is my eighth monthly report to the Steering Group.

Way Forward

I attach a new Action List and a revised Action Plan resulting from the Group Leaders' Forum on 27th November 2004.

Consultants

I have sent e-mails to 12 consultants listed on the SWRDA website inviting expressions of interest as follows:

1. Using information provided by the "Gateway to Cornwall" MCTi and other sources produce documentation in appropriate styles and formats to enable representatives of the "Gateway to Cornwall" Steering Group to address organizations and groups in Saltash and the surrounding 6 parishes, including pubs, community halls etc. in order to seek feed-back on the work undertaken to date.

Target: mid-January 2005

2. Produce updated documentation, and make preparations for and manage a Community Event at a venue to be agreed at which further SWOT analysis will be undertaken and a "Vision for the Future" will be defined.

Target: mid-March 2005

3. Subject to the successful outcome of Items 1 and 2 above and subsequent approval by the MCTi Steering Group, produce draft and final versions of a Community Strategic Plan.

Target: end-May 2005

Pip Miller has kindly agreed to provide guidance in preparing a brief for a contract which will be sent to all consultants responding by 7 December. It is intended to carry out interviews before Christmas if feasible. The interview panel will need to be confirmed.

Regional Spatial Strategy

I attach an extract of a paper provided by Geoff Roughton, Caradon District Council.

Obtaining Feedback from Young People

At the Group Leaders' Forum on 27 November, I was tasked with looking into ways of seeking feedback from young people on their vision for the future of the PL12 area. Via Pip Miller I have now received feed-back from Looe Regeneration Partnership who arranged a "Citizenship Day Event" in Looe Community School in Feb 03 for this purpose. This project was supported by South East Cornwall Regeneration Project but regrettably a number of key people involved have since left. I am therefore attempting to contact others who may be able to assist.

Edwina Arkell, who led the project in Looe, advised that planning over 2 or 3 months had been necessary, and had involved the input of 15 or 20 community representatives to ensure the limited time with the students was well used, socio-economic issues appropriately framed, and the output from the students was adequately captured. A key element was of course seeking agreement of the school and dove-tailing the event into the curriculum.

Meetings / Events

I attended the Cornwall MCTi Chairs' meeting on 12th November 2004 at Bodmin chaired by Oliver Baines, Cornwall Rural Community Council. Approximately 20 people attended. Topics addressed included:

- Formation of the MCTiA (Cornwall MCTi towns supported by Simon Swales)
- Recommendations for adjacent MCTi towns to liaise in order to assist / develop best practice
- The relationship between the MCTi and the Rural Renaissance initiative (RRi) (both set up under the Rural White Paper - Nov 00) and the potential for MCTi projects to seek funding from Rural Renaissance where they contribute to RRi objectives
- Report on Sport England / Social Inclusion Conference at Taunton on 21 Oct 04 (copy attached)
- SWRDA project funding over the next 3 years (£15M to cover 165 towns)
- Additional SWRDA funding available for feasibility studies for projects prior to formal submissions for funding
- Next MCTi Networking meeting to address housing – 25 Jan 05
- Next MCTi Chairs' meeting – 24 Feb 05

I attended the first day of the MCTiA Annual Networking Conference on 26th November 2004 at Tiverton. Topics included:

- GOSW overview of their developing policy on Rural Delivery in SW following Lord Hoskin's report on DEFRA which found – poor accountability of agencies, lack of co-ordination between agencies etc
- EU Objective 1 funding for MCTi projects via GOSW
- A report on a recent successful sustainable project by Holsworthy MCTi - providing a Community Resource Centre and Hall with conference facilities, vocational training, childcare, tourist information centre, business support centre etc
- "Creating Excellence" – one of 9 regional centres to advise on information and funding for regeneration projects – www.creatingexcellence.org.uk

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 13th JANUARY 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my ninth monthly report to the Steering Group.

Consultants

Invitations to tender were sent to 3 consultants on 16th December 2004 following discussions on the detail of the brief at a meeting following the last Steering Group. The deadline for bid responses was noon on 7th January 2005.

Subject to the Chairman's approval, interviews will be held in the week starting 17th January 2005 on a date to be agreed.

Obtaining Feedback from Young People

I have sent an e-mail to Lindsey Jones in CDC Business Support Unit to attempt to make contact with South East Cornwall Regeneration Project in order to seek support for a consultation exercise with young people. I understand some funding is being made available to SECRP as from January 2005.

It would be helpful if one or more members of the Steering Group or another person associated with the MCTi could agree to be involved with the development of this proposal.

Meetings / Events

Group Leaders were due to meet on 7th January to review the Strengths / Weaknesses / Opportunities / Threats analyses which have been produced by the 5 groups over recent months. Details will be reported at the Steering Group on 13th January.

The next MCTi Workshop, organised by Cornwall Rural Community Council, is on housing issues and is on Tuesday 25th January between 9.30 am and 3 pm at the Eden Project. It is suggested that a representative of "Gateway to Cornwall" MCTi should attend.

The invitation letter stresses that the workshops are not aimed at professionals or community development workers but at individuals who will be working at community level to tackle housing issues within their towns or areas.

Workshop 1 – Planning issues – Local Development Frameworks & Planning Policies

Workshop 2 – Responding to housing needs & delivering new affordable housing

Workshop 3 – Development of affordable housing

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 10th FEBRUARY 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my tenth monthly report to the Steering Group.

Appointment of Consultant

Following interviews and follow-up clarifications, Hannah Reynolds Associates (HRA) have been selected as consultants to "Gateway to Cornwall" MCTi. Three consultant groups responded to the invitation to tender and submitted their proposals. Following a recent finalisation meeting with the Chairman and Vice-Chairman a draft contract has been forwarded to HRA for agreement.

We look forward to welcoming Hannah Reynolds at the Steering Group meeting on 10th February which will also be the inception meeting for the consultancy.

I attach a document entitled **Hannah Reynolds Associates - Approach to the Brief**

In response I have received a checklist from HRA asking for details about "Gateway to Cornwall" MCTi and our organisation etc. I will prepare this for the meeting, and will also be providing Healthcheck information and the SWOT analyses to HRA in advance of the meeting.

The way forward and a revised Action Plan will be discussed at the meeting.

Obtaining Feedback from Young People

I have received a short questionnaire from Looe Town Forum which was used to consult with young people about proposals for an Internet Café. I have adapted it and sent it to a number of people for comment. As a result, David Carter and I are planning to meet Chris Marsh and Gillian Furse at K2 Youth Club to look at the pros and cons of this format.

I will report the outcome at the Steering Group.

Meetings / Events

Pip Miller and I attended a Housing Workshop on 25th January organised by CRCC for MCTi organisations.

As a result I now hold notes on social and affordable housing, sources of funding including the major role of the Housing Corporation, Regional Housing strategy in setting priorities, delivery of social and affordable housing via Housing Associations, and the duties of the Housing Enabling Offices in the District Councils.

I have no dates of future workshops or other MCTi meetings.

Hannah Reynolds Associates - Approach to the Brief

We have based our understanding of this commission on the Brief and Action Plan sent to us on 16th December 2004 by MCTi Community Agent John Evans and discussion with Economic Development officers in Caradon District Council.

This is an exciting commission and we thank you for the opportunity to submit this proposal to undertake the work.

We have been fortunate to have had the opportunity of working in the past with communities in South East Cornwall, having worked previously:

- with Torpoint to advise on setting up a Development Trust
- in Calstock to assist their Development Trust to find initial funding for staffing and projects
- with Tamar Valley AONB to advise on a development strategy – Devon side.

We have worked with other Cornish towns including St Just, Penzance, St Ives, St Columb Major, Looe, Falmouth and Lostwithiel. We have advised these towns on a range of MCTi development and planning matters including a major development proposal for Falmouth Harbourside.

We are also fortunate to have as the communications specialist on our team, a resident of Polbathick. We therefore, through him, have good knowledge of parish issues in the area, which has informed our approach to the Brief.

From the Brief we note that the 'style' of commission should be to work alongside the Gateway Project in the development of the Community Strategic Action Plan, with specific elements of the consultancy assistance as being:

- To work with Gateway to Cornwall to review existing information to inform the creation of the Strategic Action Plan;
- To achieve community consensus on priorities for Gateway to Cornwall and on the desired solutions;
- To ensure maximum community involvement in the creation of the Community Strategic Action Plan;
- To provide the Gateway Project with assistance in the production of the Plan document itself and in identifying areas of potential funding for projects and actions.

A significant amount of regeneration work has obviously already taken place in Saltash, with significant success and our approach will be to build upon this work, rather than seeking to duplicate it.

The town and surrounding area still face considerable challenges. In addition to the implications of the forthcoming Regional Spatial Strategy for sustainable development in the Saltash area, our research indicates the following challenges and opportunities for the area:

- Development of the Broadmoor Farm site for local business expansion rather than as regional site
- Regeneration of Saltash Town Centre – street scene, walking connections with residential communities, support for retail development, reducing the number of vacant shops, improving the shopping offer and improving access
- Extension of tourism – developing the 'Brunel Heritage Theme' e.g. station and waterside
- Developing community facilities and supporting initiatives for open space, environment, play and arts through the 'Living Spaces' initiative and its successor.
- Identifying parish strategic issues arising from parish appraisals.

Our considerable prior experience of working with MCTi communities will also enable us to advise and support the Gateway Project in areas that have not yet been considered. For example, it may also be necessary to identify ways in which Gateway to Cornwall can consult and engage with other hard to reach groups such as the business community, the traders and young people. We have included in our proposal an amount of time for this and for an element of training and capacity building in the Gateway Project, which should ensure that the right delivery mechanism is in place to implement the Community Strategic Action Plan.

The Plan itself will bring together strategies and action points from other plans and consultation events into a robust community strategy with early win actions and projects and longer term actions and projects. These should be prioritised; set within an achievable time frame with an indication of the realistic sources of finance necessary to implement them. We anticipate playing a significant role in this element of the development of the Plan.

It will be important for the Gateway Project to maintain momentum and press ahead with the plan making and regeneration process in order to maintain community support. We note that the Action Plan targets consultation meetings in the parishes, attended by Gateway Project members, for end of February 2005. We are able to start the commission immediately to undertake the support research and briefing documents for these events. However, it is often difficult for parish councils and village groups to respond quickly to requests for consultations, owing to their meetings' cycles and long-lead-in times

for community newsletters to inform residents of dates and purpose of meetings. In our opinion the target date for meetings in parishes of end February is only just about achievable – and only as long as parish councils and other key groups and individual contacts are already somewhat ‘warmed up’ to the idea.

In our opinion it would be better to give a longer lead-in time and hold these meetings in March or early April, possibly piggy-backing on existing spring events such as Spring Fairs. This would enable the Gateway Project to attend events and venues which local people are already anticipating they will attend – ensuring a ready audience and cutting administrative costs.

Our approach is flexible, according to the needs and timescales of the community. If appointed we would propose to carry out the commission as per the methodology outlined below, in the plan of work and in the flow chart entitled ‘Methodology’. We would, however, seek to discuss and firm up the methodology at the Inception meeting, and we would keep the methodology and timescales under constant review, with the Gateway Project, to ensure that the most appropriate methods are being used at the most appropriate times.

We propose to work as a team with Gateway to Cornwall Gateway Project members, the Gateway Project theme groups, the general public and local and local, county and regional agencies involved in the plan making process to ensure have before them, at an early stage, a Community Strategic Action Plan Framework for consideration, approval or amendment.

We believe that, by doing this, we can maintain the momentum of the Plan-making process, give stakeholders a clear idea of the structure of the Plan and its likely key projects/actions, proceed with ‘quick win’ projects and in lay the groundwork for longer term projects – while still giving Gateway to Cornwall, the public and local agencies a full opportunity to comment on and amend the Plan as it is fleshed out and develops.

As required by the Brief we have divided our quotation for the commission into Parts 1 and 2. However, we view the two parts as intertwined and integrated. We have the skills within our team to carry out the support for both Part 1 and Part 2. For preference we would therefore wish to be considered for both Part 1 and Part 2 as an integrated commission with specific task-related actions.

Brief Part 1: Method

The process we propose has the following stages:

Part 1

- Stage A: Inception;
- Stage B: Review
- Stage C: Key Issue/Action Briefing papers
- Stage D: Update information and prepare Plan Framework

Part 2

- Stage E: Community Consultation and Communications Strategy
- Stage F: Draft Community Strategic Plan
- Stage G: Approval Of Final Plan
- Stage H: Production and Distribution of Final Plan

Stage A: Inception

Even though our proposal has been carefully prepared in accordance with the brief, it is vital that there is complete understanding amongst all of the parties involved in the commission of the reasons for it, its objectives, its processes, the expected outcomes and the timescale involved.

We believe that the Inception stage of the project is the time when many issues can be agreed, the respective roles of Gateway Project members, community agent and consultants can be clarified and the client can be reassured that the outcome of the commission will provide the results sought.

Stage B: Review

In Stage B we would undertake the necessary baseline work on which the other phases of the commission and indeed the development of the Community Strategic Action Plan, would rely.

The work here would review what has been done to date, reaffirm the aspirations of the stakeholders in the Plan and highlight the key facts, issues and known specific projects/actions which will be the subject of further discussion in the theme groups and in planned parish consultation events.

It would also highlight any gaps in the Healthcheck (which we understand to be 90% complete) or strategy document information which required to be filled before final decisions on the content of the Plan could be taken.

We will advise, at this stage, on information gaps in the key projects/actions which will to be filled before inclusion in the Plan. We will also advise the Gateway Project re any funders who should be approached for key projects/actions intended for the Plan.

At this stage, too, it would also be important to identify any 'hard to reach' groups that might require special attention by the Gateway Project if they are to be engaged in the plan making process (links to Part 2). We will do this on the basis of information provided to us by the Gateway Project – in written form through the Healthcheck or from information provided given verbally to us at the inception meeting.

Stage C: Key Issues (prepared for Parishes Consultation events)

Consultations in Parishes. Key issues, facts and projects/actions identified in Stage B would be set out in three or four brief 'jargon free' notes (folded pocket leaflet format) of one or two sides of A4, plus any presentation materials if needed – e.g. ohp transparencies, dependent upon the intended venue and audiences in the parishes. These notes and presentation materials would help stimulate and guide discussions to be organised and run by the Steering Group, in the parishes. The material would also 'double' for source material for other workshops or consultations the steering group may wish to organise with community groups in Saltash .

At the inception meeting, we will advise further on Gateway Project proposals re the content and style of parish consultations and their publicity. We set out some considerations in a separate document attached to this proposal. When Gateway Project have firmed up their ideas re the parish events, set dates, booked venues and invited key agencies, we will then brief Steering Group re the content and use of the Briefing Notes (pocket leaflets) . We would recommend that these parish consultation events are also used as an opportunity to get feedback from the communities on their ideas for a Vision for the Saltash area – these can then be firmed up, at Stage D, into a Vision for the Future which will drive the Plan's further development and the prioritisation of its projects and actions.

Note: Although it is not specifically mentioned in the brief we would recommend the preparation of a training and capacity building plan to assess and develop the skills and knowledge base of the Gateway Project to further develop, implement and review the Plan. This would run in parallel with the Plan making work and would ensure that, when the plan is to be implemented, there is a properly trained delivery mechanism in place.

Stage D: Update information following consultations and prepare Plan Framework for approval

Following feedback from consultations in the parishes by the Steering Group at Stage C we would update the information which will form the base chapters for the Community Strategic Action Plan. From this feedback information, too, we would prepare and agree with the Steering Group an outline Framework for the Plan, of its structure, a working Vision for the Plan and strategic objectives for each of its agreed themes.

This Framework and the results of the consultations that underpin it would provide the essential background material for a Community Event, at a venue to be agreed.

The format of the Community Event would be agreed with the Steering Group as part of its planning, but would be likely to include the following elements:

- A walk-through exhibition space where Gateway to Cornwall theme/steering group members and local community groups and agencies can display their current work, answer questions on progress and proposed projects and take individual feedback on ideas from the community.
- A structured presentation by members of the Gateway Project on progress to date in developing the Plan
- Structured discussion groups – perhaps, for focus, with invited reps of community groups and members and officers of local authorities, rather than the general public – to firm up the SWOT analysis and the Vision for the Future
- Contributions from local authority reps on what they are already doing to address the issues that have been identified during consultations, in order that these actions/projects can also appear in the Community Strategic Plan (this would link with the Strategic Planning Workshop with Officers/Funders outlined in the Action Plan supplied with the Brief).

We would advise on potential attendees, format and structure, prepare the programme/invitations, arrange publicity and manage and co-ordinate the event on the day, including briefing speakers. We would anticipate that the administration of the database of invitations and the venue costs would be borne by the client.

Following the Community Event we will produce a brief summary report of the day to further inform the Gateway Project and the Community Strategic Action Plan.

Brief Part 2: Method

Stage E: Prepare a continuing community consultation and communications strategy

Based on the experience of the community consultations in the area to date, we would prepare a Community Consultation and Communications Strategy which would also be an appendix to the Plan, to include:

- Advice on potential consultation methodologies, with benefits and limitations outlined – e.g. questionnaires, public meetings,
- Advice on promotional strategies and designs e.g. newsletters and leaflets, press releases, website, radio and television, logo
- The 'involvement pyramid' – strategies for moving communities in Saltash

Stage F: Prepare a Draft Community Strategic Action Plan

With the benefit of the review work, the consultations and the workshop we would proceed to prepare a draft of the Community Strategic Action Plan based on an agreed framework

Although this work is placed at Stage F in the process, the basic Plan Framework will have been in place in Stage D. As further information became available and project priorities are agreed through the Theme Groups and Steering Group, these would be fitted into the Community Strategic Action Plan Framework and thereafter into the Draft Community Strategic Action Plan.

The Draft would contain:

- A socio-economic 'snapshot' and SWOT of the area based on the 'Healthcheck' and strategic analysis;
- Gateway to Cornwall's Vision and objectives for the plan and the strategic actions and priority projects required to achieve these;
- A realistic timetable, cost and sources of funds for the actions required.
- A description of the community strategic planning 'journey' of the Gateway Project and indications of how the Plan will be implemented and reviewed and how the community will be kept informed of and engaged further in the process

Given that specific priority projects would be coming forward at this stage, it would be advisable to 'warm up' potential funding partners to the nature and scope of the projects and to identify likely sources of funding (see link with Community Event Stage D).

Stage G: Approval of the Plan by the Gateway Project

We would present the draft Plan to the Gateway Project for any amendments and subsequently produce a final version, in professional finish using photographic illustrations approved by the Steering Group.

Stage H: Production and Distribution of Final Plan

Stage H would see the pulling together of all of the consultation process into a final Community Strategic Action Plan, with summary version.

Whilst it is possible for us to print and deliver 200 copies of the final report, plus 20 CD ROMS and print and deliver 10,000 copies of the summary version, our experience with other MCTi communities is that often:

- A local business is prepared to sponsor the Plan or summary version and/or to provide the technical design expertise on a pro-bono basis
- The local authority may have the expertise in a print/design department and will design, print and distribute the Plan as part of their contribution to the Gateway Project.

Both the above methods of design/print and distribution would be cheaper than production through the consultants, even if using local commercial firms to do the print runs.

We have therefore included in our budget for this proposal a fee for the management of Stage H, but our approach would be to encourage the local authorities and/or local businesses to become involved with pro-bono support.

The Final Community Strategic Plan would then be also publicised on the web site, in the media press. It would also go to partners and potential funders for comment on how they could help take the process forward.

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 10th MARCH 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my eleventh monthly report to the Steering Group.

Progress Report

In line with the Key Events Plan, Hannah Reynolds has provided a report analysing the work of "Gateway to Cornwall" MCTi to date. The 34 page document has the following sections:

Section 1: Issues and Actions Identified in Healthchecks - Summary

Section 2: Issues and Actions from Parish Plans – Summary

Section 3: Analysis – Key points for further consideration

Section 4: Gaps in Information (copy attached with this report)

In addition a further 15 page appendix entitled: Strategic Document Review has also been provided.

These documents have been forwarded to Steering Group members by e-mail where possible. Additional copies can be provided as required.

Where it has been possible theme groups have held further meetings to further review Strengths / Weaknesses / Opportunities / Threats (SWOTs) in order to focus on "visionary" and important social and economic regeneration opportunities. This will support the next stage of analysis and visioning, and will also assist with the briefing notes used for the planned PL12 parishes consultations (see details and dates below).

Hannah Reynolds has also produced a press release which will be sent out on 11th March as agreed with the Chairman.

Obtaining Feedback from Young People

Following a meeting with David Carter, Chris Marsh and Gillian Furse, a significantly redrafted questionnaire has been produced for obtaining feed-back from young people in the age range 11 - 19. The forms are being distributed in the Community School, College and youth groups. K2 Youth Club has kindly offered to support the administration and collation of completed forms.

Meetings / Events

Venues for consulting with the PL12 parish residents have been booked for the following dates:

- Botusfleming, Hatt, Landulph & Cargreen – Landulph Memorial Hall – 7.30 pm Wed 30 March
- Pillaton & St Mellion – Pillaton Village Hall – 7.30 pm Thurs 31 March
- Tideford & St Germans – Eliot Hall, St Germans – 7.30 pm Mon 4 April
- Landrake & St Erney – Sir Robert Geoffrey Memorial Hall – 7.30 pm Wed 6 April

HANNAH ROGERS REPORT TO “GATEWAY TO CORNWALL” (EXTRACT)

SECTION 4: GAPS IN INFORMATION

A considerable amount of work would seem to have been carried out by GtC. However, there remain some gaps in the Healthcheck information and there are also gaps in strategy areas, where strategic documents may need to be obtained to gauge what agencies plan in theme areas.

1. Views of Local Residents

In carrying out the Review, the consultants note that the main issue seemed to be:

Do the local residents want the area to change?
Do they want increased visitors to the area?

Local consultations through focus groups, an event or a household survey would be useful in establishing whether there is real commitment to altering the status quo.

No summary documents of local consultations were provided for this Review – from SRB process or otherwise, to inform re issues, need and priorities for action. Are these available? Lack of facilities for young people is particularly noted in Healthchecks and Parish Plans – it would be useful therefore to carry out some survey of young people’s opinion re facilities and services needed.

2. Retail Offer

Information is available from 1999 on the amount of floorspace, vacant units and so on – nothing more recent. The 1999 information does not give detail on types of shops, or whether business is growing or declining. A survey of the retail offer together with a survey of shoppers’ views on what is offered and what shoppers would like to see offered would help to round out the retail picture and establish the way forward.

3. Businesses

A comprehensive survey of business support needs and the vacant land and premises available for new and growing businesses would help establish what was achievable for business development for the area.

4. Skills and Learning

HRA has been able to find little information on skills and learning and none has been provided by GtC. This may be due to the low levels of unemployment in the area. Where there are significant levels of unemployment the skills issue becomes more important. However, if businesses are to be attracted to the Saltash area, it would be useful to know what the skills mix is in the local area. With little or no available labour pool it may be difficult to attract the mobile inward investment companies as they normally look for available labour coupled with customised training schemes for their particular business. As so many people travel to Plymouth for employment, there may be an opportunity to attract businesses to the area that would provide alternative, local employment. On the other hand, it may be that a large number of those people live in the Saltash area *because* they work in Plymouth but don’t want to live there and would not, therefore, be interested in local employment. In any event, in order to incorporate a Learning Plan into the GtC Community Strategic Plan, more information on existing skills and businesses future needs in terms of workforce skills should be obtained.

5. Health and Social Care

There seem to be several gaps in the information available on health and social care, particularly in relation to care of the elderly, proposals to address both increasing numbers and increasing age of that group.

More information on the extent and nature of alcohol abuse would assist in identifying appropriate actions particularly in relation to under-age drinkers.

Looking at the needs of the elderly, transport links to medical facilities and demand for mobile health units would be useful in order to arrive at a holistic strategy for tackling these issues.

Because of the above-average suicide rate identified in the health check, coupled with the lack of facilities for those with mental health problems, more information should be gathered to determine whether there are linkages, and whether there any particularly vulnerable groups.

6. Environment Strategies or Actions

The health checks did not cover the issue of the environment. The SWOT analysis and “Gateway to Cornwall” Opportunities for P12 did list specific issues that require action: the majority of which related to usage and layout of the physical environment. No strategies were provided to link with those issues and thus tie them in to the wider community. Nothing was provided, for example, on Tamar Community Futures and the Tamar Valley AONB, although it is recognised that there is willingness to link with those initiatives. Waste management and Recycling Strategies were also missing and very little mention was made of this issue other than to say the strategy laid down by Caradon District Council would be followed.

7. Culture and Arts

No specific strategies were provided, although there was mention of aspects of education, culture and heritage in several of the strategic documents looked at – see Education, Culture and Heritage Summary Table.

The main opportunities identified in the SWOT analysis are the provision of a multi-purpose events hall and the appointment of a town manager. Other issues from the SWOT and many of those identified by Gateway to Cornwall related to young people.

No evidence seems to be available to support those actions and it may be that a review of facilities and demand will need to be carried out as well as a review of relevant strategy from Caradon, Cornwall and Culture South West in order to identify whether the opportunities/actions identified link in. It will also be necessary to ensure that those wider-area strategies fit with GtC proposals on the environmental distinctiveness and heritage of the Saltash area.

8. Other Strategy Documents

Strategy documents have not been obtained to date in the following key areas:

- Affordable Housing
- Health
- Social Care
- Early Years
- Environment
- Waste Management and Recycling
- Culture & Arts.

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 14th APRIL 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my twelfth monthly report to the Steering Group.

Progress Report

Since the last meeting, 4 parish consultation meetings have been completed at venues listed in my last report. Feed-back will be provided at the Steering Group meeting.

A Group Leaders Forum was held on 19th March at which the SWOT analyses and further reports of the 5 groups were reviewed and refined. The output from the Forum was a revised list of potential project opportunities. These opportunities were then grouped into 4 categories assessing each potential project against criteria for "contribution to the community" and "ease of delivery", with the following headings:

- High contribution & Easy to deliver
- High contribution & Difficult to deliver
- Low contribution & Easy to deliver
- Low contribution & Difficult to deliver

At the Forum the group welcomed Karl Sampson, Deputy Head of Saltash Community School, now renamed Saltash.net, who was able to provide an assessment of how the school might develop and expand over the coming years, and otherwise contribute to community development particularly in its role as a specialist school in Mathematics and Integrated Communications Technology (ICT).

A draft of the list of potential projects will be provided at the Steering Group meeting.

A meeting with Hannah Reynolds and Alison Johns was held on 8th April to discuss the strategy for the Community Event on Saturday 14th May at the Guildhall. The outcome of the meeting will be reported at the Steering Group meeting.

Obtaining Feedback from Young People

A survey of young people living in the PL12 area aged 11 to 19 has been completed thanks to the support of Cornwall College, Saltash Community School, and K2 and Livewire youth clubs. The raw data in the form of completed survey forms is now available for analysis. It is proposed to investigate whether the analysis could be undertaken with the support of the Community School and K2.

In addition raw data from the survey completed one year ago relating to Fore Street will also need to be analysed.

Meetings / Events

MCTi Chairs meetings – 7th April & 18 May

MCTi Workshop on Community Facilities – 12th April (JE to attend)

Group Leaders' Forum – 23rd April (time & venue to be agreed)

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 12TH MAY 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my thirteenth monthly report to the MCTi Steering Group.

Progress Report

Since the last Steering Group meeting a Group Leaders Forum was held on Saturday 23rd April to plan the 3 hour Community Consultation on Saturday 14th May.

The event will be opened at 10 am by the MCTi Vice Chairman, Liam Bradley, and endorsed by the Saltash Town Mayor, Councillor David Carter. Invitations have been sent to the local MP, local County and District Councillors, Town and Parish Councillors, Caradon LSP members, relevant CCC and CDC Officers, Health Authority, local businesses and organisations, including Torpoint, Looe and Tamar Valley Futures MCTi representatives, those who have been involved with the MCTi process, and by posters and leaflets.

The Town Band will strike up at 9.45 am in the area at the bottom of Fore St and a GATEWAY TO CORNWALL MCTi banner will held aloft by bannermen in the same area.

The Guildhall will be laid out with 6 display boards, 5 for the theme groups and 1 for MCTi information. The theme group boards will display Issues & Proposals, plus local photographs and an area to receive post-its with comments from those attending. To date 10 organisations have asked for tables to display leaflets, and both the MCTi and the Community School will be running slide shows. Refreshments will be provided by Ashtorre Community Centre. Face painting for children will be available in the Council Chamber under the supervision of parents / guardians.

Members of the Group Leaders Forum and Steering Group are invited to assist Group Leaders with answering questions and general support at the various display boards over the 3 hour period as co-ordinated by the Group Leaders. In addition volunteers are needed to welcome visitors at the front door of the Guildhall throughout the event.

A PR event has been organised by Hannah Reynolds and Alison Johns during the week before the Community Consultation. Hannah has also provided guidance and supporting documentation for the consultation day.

Young People Survey and Fore Street Survey

Saltash Community School ICT department has kindly agreed and are in the process of analysing data from these 2 surveys.

Forthcoming Meetings / Events

10.00 am Sat 14th May – MCTi Community Consultation at the Guildhall

Wed 18th May – MCTi Chairs Meeting (Time and venue to be advised)

7.30 pm Thur 9th June – MCTi Steering Group meeting at the Guildhall

7.30 pm Mon 13th June – MCTi meeting with Caradon LSP at Elliotts Shop

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 9TH JUNE 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my fourteenth monthly report to the MCTi Steering Group.

Progress Report

A Community Consultation event was held in the Guildhall on 14th May attended by our MP Mr Colin Breed and over 150 members of the public and representatives of organisations and local authorities. The five theme groups used display boards to highlight Gateway to Cornwall "Issues" and "Proposals" receiving some 200 comments on post-its, comments sheets or on video. Table tops were used by a number of local organisations to display leaflets. There was strong representation from Saltash Community School staff to whom we were grateful for their support, as also to the Ashtorre Rock Community Centre team who provided refreshments.

The event was opened by a speech by the Deputy Chairman, Liam Bradley, followed by an endorsement by the Saltash Town Mayor, Councillor David Carter. The Saltash Town Band and a Gateway to Cornwall banner greeted visitors in rather wet and gusty conditions at the lower end of Fore Street.

Good publicity preceded the event including a press release, a publicity event with the Saltash gig, and interviews on TV and radio. Much of the material was provided by Hannah Reynolds. The publicity event was organised by Alison Johns.

Our consultant Hannah Rogers has provided the attached report on this phase of the process along with her recommendations for the development of the Community Plan. This report along with feed-back and new issues raised at the Community Consultation are planned to be reviewed at a Group Leaders' Forum on 4th June. A report of that meeting will be given at the Steering Group meeting on 9th June.

Forthcoming Meetings / Events

7.30 pm Mon 13th June – MCTi meeting with Caradon LSP at Elliotts Shop

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 14TH JULY 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my fifteenth monthly report to the MCTi Steering Group.

Progress Report

The Caradon MCTi Forum chaired by Steve Besford-Foster met for its second meeting in the Members' Room at Luxstowe House on 13th June. Representatives from Saltash MCTi (Steve Tait and John Evans), SWRDA (Alan Berry) and Looe MCTi (Edwina Arkell) attended in addition to CDC officers. The purpose of the forum is to provide a platform for the MCTi groups in SE Cornwall to discuss or take forward common issues, plans and initiatives. Mr Besford-Foster stated that inputs from the MCTis were an important consideration for CDC planners and he looked forward to receiving early advice on proposed projects. It was proposed and supported by those attending that because of the recognised good progress of Saltash MCTi towards delivering a Community Strategic Action Plan (CSAP) that a representative from Saltash MCTi might be persuaded to represent the SE Cornwall MCTis at future meetings with the Caradon Local Strategic Partnership.

On 15th June representatives from the Steering Group met at Ashtorre Rock Community Centre to "brain-storm" the creation of a Vision Statement for the CSAP. This was followed up on 29th June by a Group Leaders' Forum at the Guildhall to review the draft Vision Statement and to begin the process of clustering the projects under headings or "drivers" which best fit the Vision Statement. The second draft of the Vision Statement is attached to this report.

A further Group Leaders' Forum will meet on 13th July to refine the clustering of the projects, and then decide which projects and actions are:

- To be Endorsed – i.e. action by others that Gateway to Cornwall endorses and monitors, but takes no action itself
- Influence projects – i.e. action by Gateway to Cornwall to influence actions or policies of others
- Development Action – i.e. projects to be driven / developed / delivered by Gateway to Cornwall itself

It is also intended to decide at that meeting on a small 'writing team' for drafting the CSAP (4 or 5 max), plus dates for meetings to do this.

Results of these meetings will be reported at the Steering Group meeting.

“GATEWAY TO CORNWALL”

THE VISION (Second Draft – 29 June 2005)

Our vision is to become a place of distinction in Cornwall.

A place that is driven by the abundance of energy, talent and community spirit that exists here and where everyone has a voice, where the people of town and country find common cause in a new identity.

In the next 20 years, we will unlock the potential of PL12 to become a centre of commercial, educational, cultural and sporting excellence.

We envisage Saltash and the surrounding area as a regional showpiece that treasures its natural advantages, is inspired by its maritime past, but not enslaved by it. A place where people conduct business, shop and socialise in surroundings that are worthy of a true ‘Gateway to Cornwall’.

Saltash and its neighbouring parishes will forge a national reputation as places where young people are valued, where older people live out their years in dignity, in communities that aspire to be the safest in Britain.

Dereliction will be consigned to the past. Healthy, prosperous communities will be our living legacy for the future.

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 11TH AUGUST 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my sixteenth monthly report to the MCTi Steering Group.

Progress Report

Since the last meeting the project matrix has been reviewed by members of the Group Leaders' Forum and updated to include columns indicating groups / authorities likely to lead each project, and groups / authorities anticipated to be stakeholders for each project. In addition the priorities of "Regeneration of Fore St" and "Development of Broadmoor Farm as Community Campus" have been upgraded and renumbered as Projects 1 and 2 respectively. The additional information has made the document unwieldy and difficult to read as a single report and I have therefore split it into 2 parts for ease of distribution and handling. The project remains a living document and will continue to need to be reviewed and revised.

A letter to potential sponsors and funders, drafted by the Chairman and commented upon by Hannah Reynolds and Simon Swale, has been sent out with the following enclosures: the Project Matrix (revised 1 August 2005), The Vision (Second Draft – 29 June 2005), and the Gateway to Cornwall MCTi process "pyramid" diagram showing how the activities over the last year have come together. The letter requests that the projects are reviewed by the recipients within 3 weeks to establish their interest in the projects. The letter also advises that following receipt of responses, meetings will be convened in September to explore future development and funding investment opportunities.

The Community School has completed 95 per cent of the analysis of the Youth Survey. The resulting information is in the process of being compiled into a report. Regrettably the school did not have enough time to look at the Fore Street Survey before the end of term. However I am exploring other options for the analysis of this survey such as enlisting the help of a graduate during the summer holidays. I hope to have further news at the Steering Group meeting.

Future Meetings

25th August – Cornwall MCTis' meeting in Bodmin.

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 8TH SEPTEMBER 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my sixteenth report to the MCTi Steering Group.

Progress Report

Since the Steering Group meeting in July the project matrix has been reviewed by the Group Leaders' Forum and subsequently updated to show groups / authorities likely to lead each project, as well as groups / authorities anticipated to be stakeholders. The priorities of "Regeneration of Fore St" and "Development of Broadmoor Farm as Community Campus" have been upgraded and renumbered as Projects 1 and 2 respectively. The project matrix has been split it into 2 parts for ease of distribution and handling. It remains a live document and will need periodic review and revision.

A letter to 51 potential sponsors and funders was sent out in early August together with the Project Matrix (revised 1 August 2005), and copies of The Vision (Second Draft – 29 June 2005), and MCTi process "pyramid" diagram. The letter asks recipients to review the projects within a 3 week period and to reply by identifying their interest in them. The letter also advises that following receipt of responses, meetings will be convened in September to explore future development and funding investment opportunities.

To date 16 replies have been received, of which 4 are interim replies and 1 expressed no interest due to recent changes (Countryside Agency). A summary of replies will be provided at the next Steering Group meeting.

As discussed at the last meeting, a Community Strategic Action Plan (CSAP) editorial group under the chairmanship of Philip Beamont has been set up.

As discussed at the last meeting, Philip Beamont has agreed to attend meetings of Caradon's Local Strategic Partnership as the representative of Saltash, Torpoint and Looe MCTis. We have received a positive response from Looe on this initiative.

Youth Survey

Saltash Community School has completed an analysis of the Youth Survey carried out in May. The resulting tabulated information has been compiled into a summary report by the Community Agent.

Fore Street Survey

Jonathan Grail has agreed to take on the analysis of the Fore Street survey after the Saltash Community School ran out of time to complete the work during the summer term.

Project 2 – Development of Broadmoor Farm

Colin Breed MP has agreed to meet representatives of "Gateway to Cornwall" and others to discuss proposals for Broadmoor Farm on 27th September at the Guildhall.

Website

It has been proposed that discussions should be initiated with Saltash Community School on future management and development of the Saltash website.

Community Agent – Continuation of Employment

John Evans current contract completes at the end of September. Arrangements are in hand to agree a new contract with him for the 6-month period October 2005 to March 2006, (based on 8 hours / week) to support the initial CSAP project development phase. John Evans is in discussion with Torpoint and Looe MCTis with the possibility of employment as a Community Agent with one or the other.

Recent & Future Meetings

19th August – Caradon LSP (Steve Tait, Philip Beamont)

25th August – Cornwall MCTis' meeting (Philip Beamont, John Evans)

9th September – CCC Towns Regeneration Meeting – Truro

27th September – Meeting with Colin Breed MP – Guildhall, Saltash

26th October – Cornwall MCTis' workshop - Bodmin

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 12TH OCTOBER 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my seventeenth report to the MCTi Steering Group.

Progress Report

As previously advised Colin Breed MP chaired a meeting on 27th September with representatives of "Gateway to Cornwall" MCTi and prospective stakeholders to discuss MCTi proposals for Broadmoor Farm. Following a presentation and background discussions, a way forward was agreed as follows:

- Colin Breed will approach GOSW and SWRDA
- MCTi to approach CDC and CCC
- MCTi to seek a formal statement from Cornwall LEA / DfES concerning Community School options
- Propose meet again in November or December 2005 to decide whether the project should be taken forward from a steering group stage to being managed by a development trust
- Liam Bradley expressed thanks to all attending and advised notes of meeting would be forwarded.

The meeting was the subject of a press release.

A first meeting addressing Governance of MCTi projects future management / development was held on 5th October. Outcome of meeting will be reported at the Steering Group on 12th October.

A workshop on drafting the Community Strategic Action Plan was held on 8th October. Key items addressed:

- Brand name "Gateway to Cornwall" was deemed ambiguous. After brain-storming agreed to adopt "Saltash Gateway" pro tem – intend approach Community School, K2 etc for proposals / suggestions
- Logo – agreed to use octagon designed by Phil Beamont
- Agreed a revised structure of CSAP
- Reviewed and agreed definitions of project drivers
- Agreed way forward for reviewing the project matrix – will involve merging some projects and revising the titles of some groups of projects resulting in reduction of total number from 33 to approx 23.
- Agreed part of the draft of the CSAP introduction section and completed drafts of 5 of the "top ten" projects for Chapter 3
- Agreed to target completing the first draft of CSAP by end-October

Fore Street Survey

Report on Fore Street survey will be available at the Steering Group meeting on 12th October.

Website

Pip Miller and Brian Carter have initiated discussions with the Community School on the way forward for the website development and management

Recent & Future Meetings

5th October – Governance - MCTi projects future management / development

8th October – CSAP Workshop – Guildhall

10th October – SE Cornwall MCTis' Forum – Liskeard

19th October – MCTi Brief to Saltash Town Council – 7.30 pm

26th October – Cornwall MCTis' workshop - Bodmin – all day

29th October – Community Mosaics Day – 10 am to 2 pm

"GATEWAY TO CORNWALL"

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 12TH OCTOBER 2005

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SALTASH GATEWAY MCTi
Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 10TH NOVEMBER 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my eighteenth report to the MCTi Steering Group.

Progress Report

Following the Broadmoor Farm stakeholder meeting chaired by Colin Breed MP on 27th September a follow-up discussion was held with Steve Besford-Foster, Head of CDC Economic and Community Services, on 3rd October as reported at the last Steering Group meeting. A further stakeholder meeting chaired by Colin Breed, to decide whether the project should be taken forward from a steering group stage to being managed by a development trust, has been arranged for 28th November.

A second workshop on drafting the Community Strategic Action Plan will be held on 5th November. Progress will be reported at the Steering Group meeting on 10th November.

Following the Saltash Town Council briefing on MCTi progress and projects on 19th October, the Chairman will attend a follow-up meeting with the Resources and Policy Committee on 8th November. The purpose of the meeting is to identify projects which directly impact on Saltash Town Council and their anticipated costs over the next few years.

“Enterprising Plymouth”

The annual “Enterprising Plymouth” event sponsored by the WMN is being held at the Guildhall, Plymouth on 16th November. Its purpose is to enable local businesses and organisations to publicise their projects and initiatives. Following a request to Plymouth City Council’s Planning and Regeneration office (Peter Ford), an area of their stand will be used to display key Saltash Gateway MCTi information. The Community Agent will attend for the morning session. The Vice Chairman, Jim Westlake, will be attending in his own right as a local businessman.

Recent & Future Meetings

19th October – MCTi Brief to Saltash Town Council
26th October – Cornwall MCTis’ workshop - Bodmin
29th October – Community Mosaics Day
5th November – CSAP workshop
8th November – MCTi meeting with Saltash Town Council Resources & Policy Committee
10th November – MCTi Steering Group
16th November – “Enterprising Plymouth” - Guildhall, Plymouth
28th November – Broadmoor Farm stakeholder meeting chaired by Colin Breed MP
8th December- MCTi Steering Group

SALTASH GATEWAY MCTi
Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 8TH DECEMBER 2005

REPORT BY COMMUNITY AGENT

Introduction

This is my nineteenth report to the MCTi Steering Group.

Progress Report

Saltash Town Council - The meeting with Saltash Town Council's Resources and Policy Committee on 7th November was followed up by a meeting with the Mayor and Chairs of the Policy & Resources (P & R), Civic Amenities (CA) and Industry, Commerce, Tourism and Transport (ICTT) Committees on 14th November. This meeting resulted in a proposal that the full council would consider allocating £60K to Saltash Gateway MCTi over 3 years, £10K /year towards supporting a MCTi project officer, and £10K /year allocated to MCTi projects as agreed to be adopted by Saltash Town Council.

CSAP - A CSAP workshop was held on 26th November to review the draft working document produced and subsequently amended following 5th November workshop. Those able to attend the workshop addressed the layout, carried out a line by line check of each chapter, and identified where improvements could be made both in terms of use of language to increase report's impact and reordering and in part rewriting components of the introduction. Notes of the workshop and a further report on progress will be addressed at the Steering Group meeting. A further CSAP review has been planned for 7pm on 13 or 14 or 15 December (tbc).

Broadmoor Farm - A second exploratory meeting on the MCTi Broadmoor Farm proposals, chaired by Colin Breed MP and attended by potential stakeholders, was held on 28th November. The outcome of the meeting was a proposal by the Chairman of Caradon District Council, Councillor Crago, that the MCTi should be given an opportunity to brief full council on the MCTi projects including Broadmoor Farm in January 2006. Other agreed actions:

- Colin Breed MP agreed to talk to GOSW in February 2006
- Colin Breed MP agreed to an informal meeting with principle Broadmoor Farm land owners before Christmas
- MCTi to define pre-feasibility work (scope of what we are trying to do) and look at funding package (discuss with CDC and Cornwall Enterprise)
- MCTi to brief CDC (as above) & CCC members at a later date
- Highways Agency – concern relating to roads, bridges & schools. Colin Breed MP agreed to write to Highways Agency (Community Agent to send letter received by MCTi to Colin Breed)
- Noted that Sport UK was principally investing in coaching and not buildings
- MCTi to address how to engage with private sector e.g. for a tennis dome or other elements of project
- MCTi to take into account other elements of project, e.g. function rooms, restaurant, minimal amount of retail
- MCTi to research likely future of Objective One / European funding
- Next meeting – March 2006

“Enterprising Plymouth”

A number of contacts were made by Jim Westlake and John Evans at the “Enterprising Plymouth” exhibition in the Plymouth Guildhall on 16th November. A thank you note has been sent to Plymouth's Development Officer for the free use of part of PCC's own display area for Saltash Gateway MCTi.

Recent & Future Meetings

Mid-December 2005 – Meeting with Broadmoor Farm land owners (to be arranged)

12th January 2006 - MCTi Steering Group

Mid-January 2006 – MCTi brief to CDC members at full council meeting

Looe MCTi – John Evans is now also part-time Project Co-ordinator for Looe

SALTASH GATEWAY MCTi
Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 12TH JANUARY 2006

REPORT BY COMMUNITY AGENT

Introduction

This is my twentieth report to the MCTi Steering Group.

Progress Report

CSAP - The CSAP steering committee met on 14 December to review and update the CSAP working document. Following a number of amendments the revised CSAP draft, together with notes of recent CSAP meetings, was sent out by e-mail to the MCTi Steering Group and other interested parties requesting responses by 8 Jan 06. The Chairman and those involved with drafting the CSAP are due to review responses on 11 Jan 06. A further update will be given at the Steering Group meeting.

Broadmoor Farm – As an aide-memoire the actions from the Broadmoor Farm exploratory meeting on 28 November, reported at the last Steering Group, are repeated below:

- Colin Breed MP agreed to talk to GOSW in February 2006
- Colin Breed MP agreed to an informal meeting with principle Broadmoor Farm land owners before Christmas
- MCTi to define pre-feasibility work (scope of what we are trying to do) and look at funding package (discuss with CDC and Cornwall Enterprise)
- MCTi to brief CDC (as above) & CCC members at a later date
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- MCTi to take into account other elements of project, e.g. function rooms, restaurant, minimal amount of retail
- MCTi to research likely future of Objective One / European funding
- Next meeting – March 2006

Recent & Future Meetings

11th January 2006 – CSAP Steering Committee
12th January 2006 - MCTi Steering Group
12th January 2006 – CDC workshop on market towns (see below)
20th / 21st January 2006 – MCTi Annual Conference
9th February 2006 – MCTi Steering Group

Dates to be Agreed

Meeting with MP and Broadmoor Farm land owners
MCTi brief to CDC members
MCTi brief to CCC members

Extract from Caradon District Council letter dated 5 Jan 06

ODPM Coastal Towns Inquiry

Invitation to Meeting

2pm Thurs 12th January 2006, Members Room.

The Office of the Deputy Prime Minister's Housing, Planning, Local Government and the Regions Committee has set up a new inquiry into Coastal Towns and is seeking evidence from local authorities. In particular the inquiry will look at the following issues:

1. To examine the case for special initiatives to tackle the needs of coastal towns.
2. To look at the work ODPM is doing to address the social, housing and environmental problems coastal towns face, and to evaluate whether it is effective, well-focused or adequately funded.
3. To assess the effectiveness of ODPM's liaison with other departments, in key areas such as employment, migration, and social housing, and co-operation with local authorities.
4. To examine whether there is a case for more specific regional initiatives, and whether enough attention is paid to regional disparities.
5. To consider the security of future funding for regenerating and supporting coastal towns.
6. To evaluate the success of the RDAs and other bodies in supporting and developing the economies of coastal towns.

In order to inform the response from Caradon District Council a workshop has therefore been arranged of Looe, Saltash and Torpoint ward members, of MCTI Chairs and their Co-ordinators to which you are invited. This meeting will take place at 2pm Thursday 12th January 2006 in the Members Room at Luxstowe House.

SALTASH GATEWAY MCTi
Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 9TH FEBRUARY 2006

REPORT BY COMMUNITY AGENT

Introduction

This is my twenty first report to the MCTi Steering Group.

Progress Report

CSAP – The CSAP working group met on 28th January to review the working draft, which had been circulated in December, against the feed-back subsequently received. This resulted in a number of amendments and the layout being reviewed and adjusted to ensure that the document flowed logically. A further meeting on 1st February addressed what photographs and diagrams were needed to support the text.

The next step is to carry out a first stage “proof” reading to establish that the document brings out the key messages in a forceful style to attract the attention of potential stakeholders. Brian Pedley has kindly offered to do this. The text, pictures and documents will then be amalgamated into a “final” draft version by Philip Beamont. Hannah Reynolds has been held in reserve but is available to do a further overview and provide advice. She may also be asked to make recommendations on the draft of the leaflet version of the CSAP needed for the wider distribution to PL12 households.

Broadmoor Farm- A briefing to CDC members of the Planning and Local Economy Panel is planned for 8th February. This will be the first of a planned series of briefings to Caradon and Cornwall Council elected members, following the successful earlier meetings chaired by Colin Breed MP.

Future of Partnership and MCTi Steering Group – There will be an opportunity at the steering group meeting to discuss further the options for taking forward the projects identified by the MCTi process.

MCTA Conference – The annual MCTA conference was held in Torquay on 20 & 21 January. Approximately 150 delegates attended from the SW including Jim Westlake and John Evans from Saltash. Jim Knight MP, Minister for Rural Affairs, was a key note speaker emphasising sustainable rural communities and affordable housing. Other speakers included representatives of Lynton & Lynmouth, Launceston, Bridport and Hatherleigh MCTis, the Environment Trust, Westwray Development Trust, Craven Arms Area Partnership and Wessex Reinvestment Trust. Of particular interest were the points made by Hatherleigh on the pitfalls of funding and development of their community centre which may be worth a follow up or a visit to better understand the process.

ODPM Inquiry into Coastal Towns- Feedback from the CDC meeting on 12th January will be provided at the steering group meeting.

Recent & Future Meetings

8th February 2006 – Brief to CDC PLEP - Luxstowe House
9th February 2006 – Cornwall MCTis Development meeting – Shire House, Bodmin
9th February 2006 – MCTi Steering Group - Guildhall
17th February 2006 – Brief to Caradon LSP (to be confirmed)
9th March 2006 – Saltash Partnership & MCTi Steering Group

Dates to be Agreed

Meeting with MP and Broadmoor Farm land owners
Meeting with Cornwall Enterprise and other potential Broadmoor Farm stakeholders
MCTi brief to CDC Full Council
MCTi brief to key CCC Portfolio Holders

SALTASH GATEWAY MCTi

Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 9TH MARCH 2006

REPORT BY COMMUNITY AGENT

Introduction

This is my twenty second report to the MCTi Steering Group.

Progress Report

Future of Saltash Partnership and MCTi Steering Group – At the Way Forward meeting on 1st March it was agreed that a Community Interest Company (CIC) should be formed to deliver the Community Strategic Plan projects. It was disappointing that no representatives from any PL12 parish council was able to attend. It is anticipated that the Steering Group will endorse the decision. It was proposed that the name of the CIC would be “Saltash Enterprise Community Interest Company”. Further briefing and feed-back will be given at the Steering Group meeting.

CSP – The Community Strategic Plan is now at its final draft stage. Philip Beamont is in the course of page setting with photographs etc. Following completion of this Joe Ellison and Ken Martin have offered to proof read. Hannah Reynolds may be invited to provide some overview at this stage. It is intended to print and distribute in the next 2 months. 100 copies of the full report will be produced and used primarily to brief stakeholders. A reduced version in leaflet form will be produced and distributed to all households in Saltash and the surrounding six PL12 parishes. The way local distribution will be undertaken has yet to be decided.

Saltash Town Council - On 19th January Full Council accepted the ICTT Panel proposals to take on a number of MCTi projects as discussed at earlier meetings and identified in the Project Matrix. It is understood that other STC Panel Chairpersons will seek endorsement through their committees of other projects which had been discussed with the MCTi.

At the Council meeting, Councillor Steve Tait suggested that a copy of the health checks relating to these projects would be helpful to the Committee as a starting point for implementing them. It was also suggested that Jim Westlake was co-opted to the Committee as a link between the Council and MCTi. The Town Clerk is writing formally to ask if MCTi/Partnership would agree.

Broadmoor Farm – A MCTi presentation to Caradon Local Strategic Partnership on 17 February, with particular reference to the proposals for Broadmoor Farm, was well received. Byron Davies, CE CDC, and most members of the LSP attended.

Following the presentation Celwyn Richardson, FSB, advised contacting Malcolm Garrington, SWRDA, and Mark Yeoman, Objective One Partnership, on “convergence funding”. At the conclusion the LSP agreed to endorse the proposals for Broadmoor Farm.

The Cornwall and Isles of Scilly Economic Forum

There is an opportunity to respond to the following documents available on the website www.economicforum.org.uk - Consultation Document / Evidence Review and Analysis / Strategic Context / Consultation Response Questionnaire.
Deadline for responses - 12.00 p.m. Monday 24th April 2006.

Recent & Future Meetings

17th February 2006 – Brief to Caradon LSP
9th March 2006 – Saltash Partnership & MCTi Steering Group
5th April 2006 - MCTi brief to key CCC Portfolio Holders
13th April 2006 – Saltash Partnership & MCTi Steering Group

Dates to be Agreed

Meeting with MP and Broadmoor Farm land owners
Meeting with Cornwall Sustainable Energy Partnership
Next meeting with MP and potential Broadmoor Farm stakeholders
MCTi brief to CDC Full Council

SALTASH GATEWAY MCTi
Saltash and Surrounding Parishes Market And Coastal Town Initiative

STEERING GROUP MEETING - 13TH APRIL 2006

REPORT BY COMMUNITY AGENT

Introduction

This is my twenty third report to the MCTi Steering Group.

Progress Report

Future of Saltash Partnership and MCTi Steering Group –

As discussed at the last Steering Group meeting Pip Miller has produced draft Memoranda and Articles for the proposed Community Interest Company “Saltash Enterprise Community Interest Company” for consideration by the interim directors. The CIC once formed would then be the successor body to the MCTi Steering Group. The future of Saltash Partnership will be determined separately.

CSAP – Philip Beamont has completed page setting the CSAP in a form suitable for printing. The final draft is now being scrutinised by Simon Swale, MCTA, and the MCTi editorial team before final approval. 150 copies of the full report will be produced and used to brief stakeholders. Completion of a reduced version for distribution to PL12 households is the next step. The process of local distribution has yet to be resolved.

Broadmoor Farm – Further MCTi briefings are planned. Dates are shown below. The briefing on 7th April to discuss environmental issues relating to Broadmoor Farm will be the first where discussions have included representatives of the Environment Agency, the Eden Project and Tamar Valley AONB representatives.

The way forward on contacting SWRDA and Objective One Partnership on “convergence funding” has yet to be agreed.

Plymouth City Council have recently published their second Local Transport Plan which includes a Transport Hub/Park and Ride close to A38 west of Tamar Bridge. One of the intended actions by PCC is to re-establish the Plymouth and SE Cornwall Environs Transport Study, a committee which includes PCC, CCD, CCC, Highways Agency, West Devon DC looking at transport issues affecting area. Another is to present a preliminary paper to the June meeting of the Joint Committee for Saltash Bridge and Torpoint Ferry about the Park and Ride proposal west of the bridge and how it is to be paid for.

Pip Miller has contacted Philip Heseltine, Transport Strategy Manager for PCC with an invitation to an early meeting to discuss the proposed Community Campus, park & ride and related items. Mr Heseltine confirmed he was very interested to learn of the MCTi proposals and that in his opinion there seemed to be a close match between his expectations and ours. Copies of the MCTi Broadmoor Farm proposal and the CSAP will be sent to Mr Heseltine.

Recent & Future Meetings

7th April 2006 – MCTi discussions on Broadmoor Farm with Tim German, Cornwall Sustainable Energy Partnership, and representatives from Environment Agency, Eden Project and Tamar Valley AONB.

11th April 2006 - MCTi brief to County Councillor Mrs Terry Lello representing CCC Executive. Meeting will be attended by Colin Breed MP and Mrs Isobel Bryce, Head of saltash.net community school.

13th April 2006 - Saltash Partnership & MCTi Steering Group

21st April 2006 – Third Exploratory Broadmoor Farm meeting with Stakeholders to be chaired by Colin Breed MP

11th May 2006 - Saltash Partnership & MCTi Steering Group