

MINUTES OF COASTAL COMMUNITIES TEAM MEETING HELD 21st JUNE 2017

IN ATTENDANCE

Julien Lake	Berwick Community Trust
Zoreen Hill	Berwick Civic Society
Julie Dodds	ARCH
Rob Strettle	Northumberland County Council
Gareth Davies	Berwick Town Council
Philip Mawer	Berwick Archive and Museum Action Group
Jim Evans	Berwick Guild of Freemen
Alan Irving	Bhc Shipping
Andy Ashcroft	Berwick Coastal Community Team

APOLOGIES RECEIVED

Rowan Brown	Woodhorn Charitable Trust
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1. BACKGROUND

JL welcomed all to the first meeting of the CCT since the submission of the Economic Plan in April.

Following the circulated Agenda JL proposed to focus on the issues of CCT membership and structure and invited comments on the draft CCT Terms of Reference.

JL reported that given both local and national elections there had been limited progress in progressing the Economic Plan. Progress had been made in a number of areas however given the funding offer made to the Port of Berwick; the commissioning of the Pontoon study funded by the Town Council (with BCT to supply both a Technical feasibility and an Operational report to the Town Council); and the BCT acquisition of a building in Tweedmouth as a proposed base for College activity.

JL also reported that discussions had been held with a number of organisations regarding their engagement and involvement with the CCT, this included ARCH, Woodhorn Trust and the Maltings.

2. MEMBERSHIP

JL reported that the proposed CCT membership contained within the Economic Plan should be seen as a 'good start' and welcomed any thoughts on a wider more inclusive membership.

AI reflected that the CCT must look to involve business and community representation and proposed that larger companies should be included within the CCT membership or consulted to input their ideas and views.

JL reported that a number of the larger employers within Berwick and the surrounding area had been consulted in the development of the Economic Plan.

JD commented that the CCT needs private sector representation but the CCT needs to be mindful of time constraints and therefore must be clear on the 'ask' of the private sector.

AI proposed the Rotary Club be included in membership of the CCT given the organisation's involvement in events across Berwick.

PM, reflecting on operational structure, proposed a flexible form of organisation with a central CCT working with a fluctuating mix of partners working on specific project development and delivery and contributing to the development and evolution of the Economic Plan.

JL referred to the tabled paper, CCT Short Term Development/Delivery Structure, which considered options for the delivery of the next phase of work for the CCT and sought comments.

RS proposed that the Economic Plan be progressed as originally proposed with 4 Task and Finish Groups established to review Plan Theme Priorities and 'quick win' projects identified and supported. There would be a need to identify the CCT 'added value' role to both current and proposed projects.

AI commented that the CCT needed to be seen to be active in assisting project development.

GD reported that the Town Council was looking to develop a destination tourism project and saw the CCT as a forum for the the exchange of ideas and discussion about how activities and projects are shaped which could therefore be branded as CCT activity.

JL reflected that the CCT needs to provide a listening and sharing platform and be prepared to be challenged, sharing ideas and concerns in order to move forward. There is no advantage to a rigid structure but one is required that is open and engaged with partners as needed.

JE commented that there was a need to identify and connect with funding opportunities using the CCT structure and through the CCT membership.

AI proposed the CCT act as a 'broker' of local funding sources and as a project enabler.

RS reflected that a range of examples of initiatives similar to the CCT existed and that successful initiatives maintained their flexibility and coordinated focused interventions and activity.

JD considered that aspirational projects need both development and resources. The CCT will need to demonstrate the delivery of the Economic Plan in order to build both community and Team confidence.

RS proposed that there was a need to promote the role of the CCT/Economic Plan as part of partners comms in general to give credibility and build reputation. So as partners are delivering against the plan going forward it would be positive to reference the way any specific project fits into the wider economic plan for the town. Each partner should be seen as delivering actions as part and in support of the plans overall purpose wherever possible.

PM suggested that the core CCT function is enabling and coordinating partner activity under the CCT. The next phase of CCT action could be focused on the proposed programme of workshops with interested parties to retest the validity of the Economic Plan and establish a way forward. Building momentum is the key.

JL, drawing on the comments made, proposed to progress with the workshop programme as proposed within the original Economic Plan. Development and delivery will drive progress supported by tracking project activity. The CCT should develop its role in influencing and supporting projects development.

GD reflected that the CCT needs to develop a mechanism to help resolve a lack of process in project development and initiation in order to drive activity which meets the Economic Plan objectives.

AI questioned how the CCT role would be promoted, suggesting an open community meeting.

RS proposed the development of a CCT Communications Plan setting out the purpose of the workshop sessions and developing a project sift process to guide project development.

GD reported that as part of the CCT communications process JL and AA had been invited to brief the Town Council on the Economic Plan during July/August.

3. RESOURCES AND CAPACITY

JL reported that the initial grant of £10k from DCLG had been utilised primarily to fund the CCT Coordinator to develop the Economic Plan. Remaining funding had been supplemented by a grant of £30k from Northumberland County Council which included a commitment of £15k towards development work at the Barracks. Given this resource JL sought guidance on utilising this resource during the next phase of work for the CCT.

RS supported the use of available funding to support the ongoing coordination of CCT activity, the completion of the workshop programme to stimulate activity and to drive forward a programme of small scale projects/actions. Ideally this funding from NCC would be used within the current financial year.

PM identified that the proposed Market Research Plan for the Barracks links to the wider 'destination' development work identified within the Economic Plan.

GD commented that he was keen to see a connection with all elements of tourism research to the Town Council's refresh of Visit.Berwick in order to build a strong and consistent tourism proposition.

4. AoB.

RS reported that the CCF programme had been pushed back with the possibility of a call for the next round of projects being in the autumn but most likely later in the year.

5. DATE of NEXT MEETING.

JL thanked all for their attendance and contribution and committed to arrange the next CCT meeting during September.

6. ACTION POINTS

Comments on CCT Terms of Reference	ALL
Draft CCT Communications Plan	AA
Arrange Priority Theme Workshops	AA
Economic Plan Presentation to Town Council	GD, JL, AA
Coordinate destination tourism research/consultation	PM, GD, AA
Review Skilled Workforce workshop focus	GD, JL, AA
Arrange CCT Meeting	AA