

Chairman's Report

Project Management Capacity and Support

Darwen Town Deal Board

17 September 2020

Context

The purpose of this update is to seek Board approval to further strengthen the project management support available to the Chairman and the Darwen Deal Board.

Given the intensity of effort required over the coming months in developing and submitting our Town Investment Plan (TIP) by 31 January 2021, there is a need secure additional project management capacity and expertise.

The Board has assembled a strong consultancy team to support the development and preparation of our TIP, with significant support and guidance from officers of Blackburn with Darwen Council, our accountable body.

Council officers will continue to support and implement the work of the Board. However, given demanding deadlines, the need to drive and manage numerous work stream inputs to produce the strongest TIP possible, and secure some additional support capacity that is exclusively available to the Board, it is proposed that from 1 October until 31 January 2021, the Board engages the services of an experienced project manager for 3 days per week at a day rate of £250 p/d.

Subject to the approval of the Board, this extra project management capacity will cost an additional £12,000. Currently, the Board has allocated £125,000 to engage the consultancy team comprising Genecon, Feria-Urban and Chase Architects in preparing and developing the TIP. If additional project management support is engaged then the Board will have just under £25,000 in capacity funding remaining. This funding will be set aside as a contingency to address any further costs which may arise in developing the Board's TIP project proposals in the coming months.

Given the need to move quickly, and secure an experienced project manager, there is the opportunity to engage Dr John Livesey, the former Managing Director of Bolton Care Home Ltd. John is highly qualified and capable of providing the level of project management support that is being sought (see enclosed CV).

Subject to approval, John would be engaged on behalf of the Board by Blackburn with Darwen Council, on the basis outlined above.

Recommendations

The Board is asked to:

1. Note and comment on the contents of this report; and
2. Request the Director of Growth and Development of Blackburn with Darwen Council, in conjunction with the Director of Finance, on behalf of the Board, to make arrangements to engage Dr John Livesey to provide additional project management support to the Board on the terms set out in this report