

**ACTION MINUTES**

**THURSDAY 22<sup>ND</sup> OCTOBER 2020**

**VIRTUAL MEETING USING MS TEAMS**

**PRESENT: Board Members:**

Phil Riley, Executive Member for Growth and Development (in the Chair), Cllr John East, Leader of Darwen Town Council, Jake Berry MP, , Glenda Brindle, Chair of Governors Aldridge Academy; John Wilkinson, Regional Director of Suez Recycling, and Dr Fazal Dad, Chief Executive and Principal of Blackburn College.

**Support Officers**

Martin Kelly, Director of Growth and Development BwDBC, Clare Turner, Town Centres Manager, Phil Llewellyn, Corporate and Democratic Lead, and Natalie Banks, Digital Communications Team Leader, BwD BC.

**Also Present**

Graeme Collinge, and Dr John Livesey.

	<b>ITEM</b>		<b>Key Action</b>
<b>1.</b>	<b>Welcome, Introduction and Apologies</b>	The Chair welcomed all to the meeting, apologies had been received from the Chair, Wayne Wild, Miranda Barker, John Sturgess, Gary Aspden, Councillor John Slater, Katherine O'Connor, Paul Evans, and Lisa Quinn and Steve Waggot.	<b>Noted</b>

2.	<b>Minutes of the last meeting held on 15<sup>th</sup> October 2020, Key Actions and Matters Arising</b>	The Minutes of the last meeting were agreed as a correct record.	<b>Approved</b>
3.	<b>Declarations of Interest</b>	No Declarations of Interest were received.	<b>Noted</b>
4.	<b>Town Investment Plan – Work Programme Update</b>	<p>Graeme Collinge presented the consolidated long-list of projects that had been put forward by the Sub-Groups, which he advised were not costed, but best judgement had been used in projecting budgets.</p> <p>The presentation outlined the steps to prioritisation of the long-list with the intention of presenting a proposed short-list to the meeting on 5<sup>th</sup> November. There were four Investment Themes proposed, with the long-list of projects being split across the following four themes:</p> <p><b>Theme 1 – Regeneration and Land Use</b></p> <p><b>Theme 2- Skills and Enterprise</b></p> <p><b>Theme 3 – Arts, Culture and Leisure</b></p> <p><b>Theme 4 – Connectivity</b></p> <p>The meeting discussed some of the descriptions/titles used for certain projects, with Cllr Phil Riley reminding the Board of the need for confidentiality at this stage. Graeme agreed to amend the descriptions/titles of the projects referred to.</p> <p>The estimated budget required of between £140-150M for the projects could not be met by the available funding, hence the need to agree a shortlist of projects.</p> <p>Graeme outlined the ARUP Project Prioritisation Tool, which he recommended be used, outlining the scoring criteria, stressing the importance of demonstrating where match and co-funding was available, and advising that the criteria needed to be agreed, that</p>	

		<p>would then be inputted into the Arup tool and projects scored, with the results to be reviewed by the Board.</p> <p>John East suggested that the Sub Group Leads meet with Graeme to decide on the criteria to be used to prioritise the projects. Following discussion, this approach was agreed, with the need for this to be done ahead of the next meeting. Martin Kelly suggested that the Sub Group Leads speak to Graeme and John Livesey and also include the Chair and then preview the results, ahead of submission of a suggested short-list of projects to the meeting on 5<sup>th</sup> November.</p> <p><b>RESOLVED</b> – That the presentation be noted, and following discussions referred to above, the proposed short-list of projects be presented to the Board for consideration on 5<sup>th</sup> November.</p>	<b>Approved</b>
<b>5</b>	<b>Items for Next Meeting</b>	<b>RESOLVED</b> – The main item of business would be the proposed short-list of projects.	<b>Approved</b>
<b>6</b>	<b>Any Other Business</b>	None.	<b>Noted</b>
<b>7</b>	<b>Date of Next Meeting</b>	<b>RESOLVED</b> – The scheduled meeting on 29 <sup>th</sup> October would be cancelled, with the next meeting taking place on Thursday 5 <sup>th</sup> November 2020 at 2pm.	<b>Approved</b>