

**ACTION MINUTES**

**THURSDAY 5<sup>TH</sup> NOVEMBER 2020**

**VIRTUAL MEETING USING MS TEAMS**

**PRESENT: Board Members:**

Wayne Wild, Chair of the Board, Phil Riley, Executive Member for Growth and Development (in the Chair), Cllr John East, Leader of Darwen Town Council, Jake Berry MP, Miranda Barker, Chief Executive of East Lancashire Chamber and Lancashire Enterprise Partnership Board Director, Steve Waggot, Chief Executive, Blackburn Rovers Football Club, Glenda Brindle, Chair of Governors Aldridge Academy; 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 John Sturgess, Gary Aspden, Councillor John Slater, John Wilkinson, Katherine O'Connor, Paul Evans, and Lisa Quinn,	<b>Noted</b>

2.	<b>Minutes of the last meeting held on 22<sup>nd</sup> October 2020, Key Actions and Matters Arising</b>	<p>The Minutes of the last meeting were agreed as a correct record.</p> <p>Glenda Brindle queried the arrangements relating to the meeting of the Sub Group Leads to look at the project long list. Martin Kelly advised that the meeting had taken place and that officers had sent messages about the meeting to the Leads, which had taken place yesterday.</p>	<b>Approved</b>
3.	<b>Declarations of Interest</b>	No Declarations of Interest were received.	<b>Noted</b>
4.	<b>Darwen Deal Project Prioritisation Analysis</b>	<p>Graeme Collinge presented details of the Project Prioritisation analysis that had been undertaken, using the Arup Tool.</p> <p>Graeme started by sharing details of Round 1 Town Deal Bid Awards in other areas of the country, and the meeting discussed the merits of applying for more than £25 million as evidence from elsewhere suggested that bids were higher than the actual funding awarded, so there was scope to bid for say £30 million and then potentially receive the full £25 million that was projected. Jake Berry MP and Miranda agreed to look into this further with their contacts and Graeme advised he would e-mail the relevant slide showing the Round 1 Awards.</p> <p>In terms of the long list of projects for Darwen, the Arup tool had been utilised and the long list of projects scored and ranked. The local scoring criteria had been reduced from 15 to 7:</p> <p><b>Evidence of need/Response to by Challenge</b></p> <p><b>Contribution to Vision</b></p> <p><b>Delivering Confidence</b></p>	

		<p><b>Contribution to Covid recovery</b></p> <p><b>Scale and status of match funding</b></p> <p><b>Scale of leveraged investment</b></p> <p><b>Economic Benefits</b></p> <p>The projects had been put into the spreadsheet, and scored against the local criteria and also Treasury criteria, and Graeme highlighted the projects marked as 'Green' following this process. It was noted that the projects not chosen would remain in the long list and would remain part of the TIP and could well be revisited.</p> <p>Graeme advised that a large piece of work that needed to be completed was completion of Section 1 of the Plan, with a 10,000 word description of the vision and projects, and also the Town Fund Project Template would need completing for each project. The TIP needed to be visual, which would help sell the projects and Graeme gave an example of a Plan from elsewhere in the country.</p> <p>It was agreed that the Sub Group Leads, Mike Cliffe, Clare Turner, the Chair, Graeme, John, Richard and Philip Eastham form a project team to agree workload and progress these tasks.</p> <p>Clare Turner advised that the Arup Team were ready to carry out a Check and Challenge when this appropriate.</p>	<b>Approved</b>
<b>5</b>	<b>Items for Next Meeting</b>	<p><b>RESOLVED</b> – The main item of business would be for the Board to receive updates on progress of the key tasks and agree any recommendations</p> <p>Fazal also suggested an update would be helpful on the progress of the projects that received the initial £750k funding.</p>	<p><b>Approved</b></p> <p><b>Approved</b></p>
<b>6</b>	<b>Any Other Business</b>	Natalie advised that there had been little interest in the Focus Groups set up and asked Board members to help promote these.	<b>Noted</b>

<b>7</b>	<b>Date of Next Meeting</b>	<b>RESOLVED</b> – The scheduled meeting on 19 <sup>th</sup> November 2020 would be cancelled, with the next Board meeting taking place on Thursday 3 <sup>rd</sup> December 2020 at 2pm.	<b>Approved</b>