**Dudley Town Deal Board

Friday 24th April 2020 – 11 am until 1 pm
via Conference Call**

**Attendees**

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| Lowell Williams (Chair) | Neil Thomas | Samantha Bright | Lara Smith  |
| Helen Martin | Jose Lopes | Traci Dix-Williams |  |
| Marco Longhi MP | Andrew Lovett | Steve Johnson  |  |
| Vicky Smith | Paul Brothwood | Corin Crane |  |
| Stuart Everton | Hugh Burton | Jim Cunningham |  |
| Bill Kirk | Phil Thomas | Derek Grove |  |

 **Apologies**

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| Andrew Barrett | Nick Mallinson | Pete Bond | Rob Ellis  |
| Sarah Middleton | James Pearson | Nathan Conway | Jeremy Knight-Adams |
| Kate Andrew |  |  |  |

 **MINUTES**

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| 1 | Minutes of the last meeting on 27th March 2020 – agreed. |  |
| 2 | Update on actions from previous meeting – see tracker below.Decision Sheet drafted and been through internal clearance. As soon as Cabinet Member briefed it will go on the system – takes 2 weeks subject to no call in.Bid submission activity can continue in COVID world, will take in region of 3 months to engage consultants and produce reports required. If have to tender lots of individual packages then may take longer (6+ weeks more). HEI selection will run concurrently in same timescale. Timescale also relies on being able to undertake community engagement activity – see item 3 below.Need to link bid submission and narrative to wider town centre regeneration and the WMCA town centres work and the DIPs being produced as covers the same geography.**ACTION**: timetable to take from Decision Sheet approval to bid submission to be drafted for tabling at next meeting. | HM/NT/SB |
| 3 | Communications/Community Engagement StrategySB tabled a draft communications strategy/plan. Started to define audience.CC confirmed the BCCC had held a number of successful webinars and this could be replicated for the People’s Panel. BCCC can also assist with any wider business engagement if required. Also as many of the neighbouring authorities have TF bids there is a need to ensure the communications are aligned and timelines match/don’t conflict.**ACTION**: Plan to be circulated and all to provide comments back to SB and tabling at next meeting.**ACTION**: aim for consultation in July. | ALLHM/VS/JC/SB |
| 4 | Regen project updates from Board MembersVS updated on Status report and invited any comments/feedback. Majority of projects on site, and those that have had to pause are looking to restart having adapting to work with restrictions.IOTT – amend funding RAG rating to Amber as still looking to secure last element of funding following LEP bid withdrawal. Currently being underwritten by college but still seeking alternative sources.BCLM - £9m of LEP funding had funding backstop date of March 2021. Have put in a change request and flagged that delays may add to overall project costs. Have also flagged with HLF. | All |
| 5 | Any other business* Clean version of ToR circulated.
* Agreed to reschedule next meeting of Board for June to allow further progress on submission by the time group next meets (assuming Decision Sheet progresses).
 | All |

**ACTIONS**

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| Ref | Subject | Detail | Action |
| 1 | Big Lottery | GW to circulate note and PowerPoint presentation*Presentation circulated* | GW |
| 2 | Update on Guidance (if received) feasibility funding spend plan and approval process | DMBC to progress discussions and decision sheet process*Decision sheet drafted and in approval process*JC to provide SM/LS with insert for BCLEP Pipeline*Actioned*  | HM/JC/SJ/NTJC |
| 3 | Regen project updates from Board Members | Project owners to review and discuss with VS and then to be updated and reissued to the group.*Actioned* | ALL |