**Dudley Town Centre Area Programme Board / Town Deal Board  
  
Friday 27th March 2020 – 11 am until 1 pm  
via WebEx**

**Invitees**

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| Lowell Williams (Chair) | Neil Thomas | Vicky Smith |  |
| Helen Martin | Jose Lopes |  |  |
| Marco Longhi MP | Graham Worton – invited guest |  |  |
| Nick Mallinson | Paul Brothwood |  |  |
| Stuart Everton | Hugh Barton |  |  |
| Bill Kirk | James Pearson |  |  |
| Corin Crane | Sarah Middleton |  |  |
| Jim Cunningham | Traci Dix-Williams |  |  |
| Derek Grove | Steve Johnson |  |  |

**Apologies**

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| Andrew Lovett | Jeremy Knight-Adams |  |  |
| Pete Bond | Kate Andrew |  |  |
| Nathan Conway |  |  |  |
| Andrew Barrett |  |  |  |

**MINUTES**

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| 1 | Welcome and introductions | Lowell Williams (Chair) |
| 2 | Big Lottery  Graham Worton provided the Board with the back ground and details on the Big Lottery Bid.  Dudley’s submission was Strata Project – based around linking the limestone attractions. Living landscapes network to produce feeling of urban park. Dec 2006, lottery made available £50m for a single project. Competitive process. Development grant of £500k.  Valued at £37m, in 9 discrete elements so could be delivered independently by partners irrespective of outcome of Peoples millions.  These elements were:   * Construction of new Visitor Facilities at Todds End - subsequently built (The portal 2016) * Opening up and stabilisation of the Wren’s Nest Canal Tunnel from Castle Mill Basin through to the Step Shaft Cavern. * Stabilisation of the Step Shaft Cavern and works on the adjacent Canal basin (temporary infill done 2008/9). * Creation of new inclined tunnel connecting the Step Shaft mine to a new surface Station situated adjacent to the Seven Upper Gallery Mine. Including Installation of Inclined Lift People Mover System travelling in the new tunnel from the Step Shaft mine to the surface station. * Construction of two new underground Stations situated alongside the inclined tunnel, one alongside the existing Step Shaft canal basin (Lower Level station) and a second (Mid Station) at Mid (Minstrel) Gallery level and Construction of a visitor walkway tunnel linking the Mid Station to the Minstrel (Mid) Gallery area. * Stabilisation of the Seven Sisters Upper Gallery Limestone Mine. * Construction of a Visitor Interpretation Centre. * Related NNR site infrastructure works (subsequently done as the Ripples through time project 2011). * Wider connections to other attractions on Castle Hill via ERDF works and ongoing infrastructure developments on the eastern part of the hill.   **ACTION: GW to circulate note and PowerPoint presentation**  JC – wider narrative around towns fund bid and this can play into this contextually.  GW – canals trust looking to raise funds for tunnel opening. Derek looking at education centre at one of accesses to cavern so partners gearing up on remaining elements.  Survey of WN tunnel was done as part of bid. | GW |
| 3 | Update on actions from previous meeting – see tracker. | All |
| 4 | Update on Guidance (if received) feasibility funding spend plan and approval process.  HM updated board on meeting with Ian Smith, government link officer. Key points to note:-   * Guidance expected late April but may be delayed. Reasonable to work on assumption that similar to that for Future High Streets Fund. Once out we need to respond fast on how likely to progress plans. Capital rather than revenue, strong focus on Green Growth, need to show it complements other strategies, demonstrates wider area benefits (skills a good fit for this), and demonstrate community engagement. * There will be three tranches of submission, which currently are May, autumn and December. Need to confirm which tranche we wish to submit in. There is no advantage to being in first wave and no disadvantage of being in last wave. Each bid assessed on merits for funding of up to £25m. * No minimum match required but bids need to demonstrate good leverage. * Not yet settled how projects will be assessed. Need to show good project assurance processes. * Bids will be robustly monitored quarterly and understand dead stop date for spend is 2024. * Detailed project plans and business cases required within 12 months of bid being submitted.   Update on spend plan – draft spend plan based on the survey and evidence work required to not only be successful in bid but to secure an HEI partner prior to submission were outlined. Some work on the finer detail but broadly in agreement and within the feasibility fund budget plus some contingency.  **AGREED: DMBC to progress discussions and decision sheet process**  LEP capturing information on Towns Fund bids. LEP to be keep posted on progress on additional funding stream being sought. Add as programme heading in the pipeline.  **AGREED: JC to provide SM/LS with insert for BCLEP Pipeline** | HM/JC/SJ/NT  JC |
| 5 | Regen project updates from Board Members. Updated version to be emailed under separate cover.  Combination of project status reports as given by projects managers sense check that this is what partners feel is correct.  Colour code section to highlight major activity and a coded update to give a high level view on monthly basis  **ACTION: Project owners to review and discuss with VS and then to be updated and reissued to the group** | All |
| 6 | Any other business - none |  |

**ACTIONS**

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| Ref | Subject | Detail | Action |
| **FEBRUARY 2020 MEETING** | | |  |
| 1 | Transport | Board agreed a Transport/driverless sub group to be established to support this board. | **ONGOING**  PB/SJ/NM |
| 2 | Plan on Page | Redo narrative on themes for next meeting. | **ONGOING**  JC |
| ~~3~~ | ~~Big Lottery~~ | ~~Presentation on previous bid at next meeting.~~ | **~~COMPLETED~~** |
| ~~4~~ | ~~Feasibility Fund~~ | ~~Draft spend proposal for feasibility fund to be tabled at next meeting.~~ | **~~COMPLETED~~** |
| 5 | Feasibility Fund | Once principle of fee proposal agreed by board will need to go through Council process for ratification. | **ONGOING**  NT/SJ/HM/JC |
| **MARCH 2020 MEETING** | | |  |
| 1 | Big Lottery | GW to circulate note and PowerPoint presentation | **GW/HM** |
| 2 | Feasibility Funding | DMBC to progress discussions and decision sheet process | **HM/JC/NT/SJ** |
| 3 | BCLEP Pipeline | Short description of Towns Fund Bid to be provided for inclusion in pipeline | **JC/SM** |
| 3 | Risks | Project owners to review and discuss with VS combined project status report and then report to be updated and reissued to the group | **All/VS** |