

**Minutes of**                            **Leyland Town Deal Board**

**Meeting date**                        **Thursday, 6 July 2023**

**Members present:**                Charles Hadcock (in the Chair),  
Councillor Paul Foster - SRBC  
Councillor J Flannery - SRBC  
Parish Councillor Michael Green - Farington Parish Council  
Christine Holmes - Leyland United Reformed Church  
Claire Lowe - UCLAN  
Adrian Walsh -Leyland Trucks,  
Neil Conlon - Conlon Construction,  
David Berry - D&W Berry  
Katherine Fletcher MP  
Tim Cahill – Runshaw College  
Nik Puttnam – Maple Grove

**Officers:**                                 Adam Nickson – Head of Property and Development  
Portia Taylor-Black – Strategic Development Officer  
Jennifer Clough – Investment and Skills Manager  
Clare Gornall (Democratic and Member Services Officer)

**Other attendees:**                     Steve Bird and Helen Wilson - Trebbi

Paul Evans – NW Cities and Local Growth Unit (BEIS)  
Thomas Broom – Office of Katherine Fletcher MP

### **38 Apologies**

None.

### **39 Minutes**

**Resolved:** That the minutes of the meeting held on 1 March 2023 be agreed as a correct record.

### **40 Trebbi - Major Projects Programme Management**

The Chair introduced Steve Bird and Helen Wilson from Trebbi who had now been appointed to take forward management of the project. Steve gave a presentation outlining the progress on the Town Deal to date.

The Board noted the Risk Register previously circulated and discussed outstanding potential risks arising from site investigations, i.e. Environment Agency. It would be necessary to plan contingency costs.

All Board members agreed that everything should be done to progress this issue as a priority.

**Resolved:** That the Chair write to the Environment Agency (countersigned by Katherine Fletcher MP) to request that a designated officer for this project.

**Post Minute Note:**

Subsequent to this meeting, we received a duly made letter from the Environment Agency confirming they have everything required to assess and determine the application and require 2 months for this exercise, which aligns with the programme associated with the demolition so we have not progressed with a letter from the Board on this basis.

**41 Progress update / next steps**

Portia Taylor-Black gave a presentation on the next steps for the town deal project.

The Chair stressed that it was important to ensure good public relations and manage the visual appearance of the site to the public whilst work was being undertaken. One of the most effective ways of achieving this was via hoarding / “informationals”, comprised of changeable panels to update the “story” about the project.

It was also noted that the panels would make good advertising space for local businesses.

**Resolved:** That designs be brought to the next meeting.

**42 Any other business**

The Chair referred to the Blackburn “Festival of Making” event supported by the Arts Council, UCLAN and Creative Lancashire. He cited the event as a good example of how to re-engage Town Centres. He indicated that the organiser had agreed to speak to the Town Deal Board.

Councillor Foster also referred to a forthcoming recruitment event in Leyland aimed at contractors/local businesses. Further details would be circulated nearer the time.

The Chair indicated that he had been approached by the Chair of the Preston Town Deal for a meeting, which would be a good opportunity to share best practice.

The Chair also indicated that he was due to meet with members of the Local Probud Group, which included retired senior business leaders, in the Autumn. Other members of the Board were welcome to come along.

**43 Date of next meeting**

Members discussed the need to be kept updated on project progress in between Board meetings.

**Resolved –**

- i) that Adam Nickson, Head of Property and Development and his team be requested to issue monthly updates to the Board (excluding commercially sensitive information).
- ii) That the next meeting of the board be held on Thursday, 14 September 2023 at 8am in the Civic Centre, Leyland.

Chair

Date