

ACTION LOG

Meeting:

Kidsgrove Town Deal Board

APPROVED

Date:

4th February 2021 4.00 – 4.50pm

Attendees: Gill Burnett (Sports Centre); Dan Gray (Aspire); Jonathan Gullis (MP); Lisa Healings (VAST); Paul Hodgkinson (Keele Uni); Nicola Lewis-Smith (CRT); Mark Parkinson (SSLEP); Julian Pye (ARUP); Cllr Mike Stubbs (Kidsgrove TC); Cllr Simon Tagg (NuLBC Member); Rob Timmis (King's School); Cllr Philip White (SCC Member).

Support Officers: Gail Edwards (SCC); Trudi Barnard, Mark Laywood, Simon McEneny, Sarah Wilkes (NuLBC).

Apologies: Ian Donaldson (Autonet); Rob Leese (DWP); Simon Martin (CRT); Zoe Papiernik-Bloor (Audience Agency); Andrew Thomson (N'hood Plan); Emily Verow (King's School); Cllr Paul Waring (KTCCIC).

	Issue	Action	By	Due Date	Compl
1.	Welcome and Introductions The chair welcomed everyone to the meeting. Mike Stubbs is now the KTDB representative for Kidsgrove Town Council.				
2.	Declarations of Interest None noted				
3.	Action Log from previous meeting: The Action Log was agreed as a true record of the meeting. Matters arising: <ul style="list-style-type: none">All three sub-groups have been set up and have held an initial meeting. All other actions either completed or ongoing.				
4.	Update on TIP submission <ul style="list-style-type: none">Have been informed by MHCLG we are unlikely to hear anything before the end of February now. This was confirmed by Jonathan Gullis.No evidence as yet that Town Deal ask will be top sliced like Future High Street Fund, but if we don't get full amount				

	<p>requested, there may be an opportunity to re-apply to a levelling-up fund.</p> <ul style="list-style-type: none"> • Preparation for the next stage of the process is in progress. <ul style="list-style-type: none"> ○ Sub-groups have been set up and first meetings held. ○ Meeting planned with LEP assessors regarding Business Case development. Paul Hodgkinson has also produced a draft template for the board. ○ Need to agree Heads of Terms with MHCLG – might be conditions attached which have to be met when developing the business cases. • Dan Gray reported on the first Towns Fund Chairs' Forum. <ul style="list-style-type: none"> ○ About 40 towns of varying sizes were represented. ○ Need to ensure we continue to engage with residents. ○ Need to think about involvement of young people, e.g. a shadow board. • Next catch-up call with MHCLG is 10th Feb 2021. 	<p>Reports from sub-groups will be standing item on future agendas.</p> <p>Explore option for continued engagement with the community.</p>	<p>TB</p> <p>TB/ML/GE</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Ongoing No sub-gps held prior to Mar mtg</p> <p>Met with SCVYS 10/3/21</p>
<p>5.</p>	<p>Update on advanced funding projects All projects are currently on track to be completed within the timeframe.</p> <p>SPORTS CENTRE</p> <ul style="list-style-type: none"> • Strip out started in January. Wilmot Dixon and Sports Centre CIO are posting images regularly on social media. <p>KING'S SCHOOL OUTDOOR PITCHES</p> <ul style="list-style-type: none"> • Work due to start on 1st Mar 2021 • Community Use plan has been agreed by the school. <p>CLOUGH HALL PARK</p> <ul style="list-style-type: none"> • Masterplanning contract awarded as an extension of the existing contract with AECOM. Consultation was launched digitally on 7th January for 5 week period. • Drainage work has been completed • Small pavilion demolition scheduled for early March 2021. 	<p>Update at next meeting</p> <p>Update at next meeting</p> <p>Update at next meeting</p>	<p>SM</p> <p>SM</p> <p>SM</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Nearly finished</p> <p>Work has started</p> <p>Work ongoing</p>

	<ul style="list-style-type: none"> Tenders to be invited for the large pavilion refurbishment work. <p>NEWCHAPEL RECREATION GROUND</p> <ul style="list-style-type: none"> Newchapel Recreation Ground pump track consultation is currently in progress for a two week period. Tenders have been received and contract awarded with a planned start on site date early March. 	Update at next meeting	SM	Ongoing	Work ongoing
6.	<p>Feedback from sub-groups – common points</p> <ul style="list-style-type: none"> Sub-groups meetings to take place shortly before main KTDB. Additional invited sub-group members would be entitled to vote in sub-groups (one vote per organisation). Supporting officers would attend in an advisory, non-voting capacity. All sub-groups agreed there was a need for timelines and templates for business case completion and that specialist skills would be required for Green Book compliance. Likely to need project working groups sitting under the sub-groups, where these are not already in existence. Agreed that Jonathan Gullis is invited to all future sub-groups. 	<p>Revise Terms of Reference as required and circulate for approval at next meetings.</p> <p>Continue to chase MHCLG.</p> <p>Add to mailing lists.</p>	TB	DONM	No sub-gps held as Mar mtg was to discuss and accept the offer.
6a.	<p>Feedback from sub-groups – Health & Wellbeing</p> <ul style="list-style-type: none"> Chair - Simon Tagg; Vice-chair – Gill Burnett Projects: <ul style="list-style-type: none"> Sports centre Parks projects Advanced Town Deal Fund projects (Sports Centre and school pitches). Health Hub (shared services hub) – shared remit. Gill Burnett to be link with Town Centre Growth sub-group. Canal Project – shared remit. Simon Martin to be link with Town Centre Growth sub-group. Suggestions for additional members <ul style="list-style-type: none"> Cllr Jill Waring regarding parks related projects. Member of the PCT Estates Team. Officer representative from SCC Public Health team. 	Invite to next meeting.	TB/GE	28/02/21	Done

6b.	<p>Feedback from sub-groups – Town Centre Growth</p> <ul style="list-style-type: none"> • Chair – Dan Gray; Vice chairs – Mike Stubbs/Paul Waring • Projects: <ul style="list-style-type: none"> ○ Kidsgrove Station ○ Canal enhancement ○ Shared Services Hub, land assembly, housing ○ It was noted that these projects constitute two thirds of the Town Deal ask. ○ The Land assembly/shared services hub will be the most complicated to develop. Spatial planning skills will be required. • Suggestions for additional members <ul style="list-style-type: none"> ○ Gail Edwards, Strategic Delivery Manager and Clare Horton, Connectivity Strategy Officer – SCC. ○ Andrew Thomson, Neighbourhood Plan. • All three sub-groups have an interest in the Shared Services Hub, therefore we need to work out a governance model to avoid potential duplication of effort. 	<p>Invite to next meeting.</p> <p>Governance model to be developed for next meeting.</p>	<p>TB/GE</p> <p>ML/TB/DG</p>	<p>28/02/21</p> <p>DONM</p>	<p>Done</p> <p>Pending</p>
6c.	<p>Feedback from sub-groups – Employment & Enterprise</p> <ul style="list-style-type: none"> • Chair – Philip White; Vice chair – Paul Hodgkinson • Projects: <ul style="list-style-type: none"> ○ Chatterley Valley ○ West Avenue small business units ○ Shared Services Hub – including career advice for students and business support. • Suggestions for additional members <ul style="list-style-type: none"> ○ Members were keen to promote equality and diversity in the composition of the group. ○ Jon Vining, Economic Growth & Delivery, and Chris Bamsey, Apprenticeships & Technical Skills – SCC. ○ Elected member from NuLBC. 	<p>Invite to next meeting.</p> <p>Invite to next meeting</p>	<p>TB/GE</p> <p>TB</p>	<p></p> <p></p>	<p>Done</p> <p>Done</p>
7.	<p>AOB</p> <ul style="list-style-type: none"> • Gail Edwards mentioned that SCC’s Library Service reports to the Department for Culture, Media and Sport, the potential shared service hub is of interest to the Department (as is a similar project from the Burton Town Fund). DCMS is keen to seek how libraries services can develop as part of a wider 	<p>Maintain links with DCMS project</p>	<p>GE</p>	<p>Ongoing</p>	<p>Done</p>

	<p>well- being agenda, and will welcome updates as the Kidsgrove scheme develops.</p> <ul style="list-style-type: none"> The Chair recommended contacting organisations with a potential interest in the Shared Services Hub to ensure that their plans have not changed. 	Contact relevant organisations	ML/TB	31/03/21	Ongoing
8.	<p>Date of next meeting To be confirmed (approximately 6 weekly).</p> <p>Sub-groups to meet approximately one week before KTDB.</p>	<p>Circulate dates for next meetings</p> <p>Note dates in diary</p>	<p>TB</p> <p>ALL</p>	<p>ASAP</p> <p>ASAP</p>	<p>Done</p> <p>Ongoing</p>

Abbreviations:

KTD – Kidsgrove Town Deal

KTDB – Kidsgrove Town Deal Board

NuLBC – Newcastle-under-Lyme Borough Council

SCC – Staffordshire County Council

CRT – Canal & River Trust

KTC – Kidsgrove Town Council

LEP – Local Enterprise Partnership

MHCLG – Ministry of Housing, Communities and Local Government

TIP – Town Investment Plan

ML/TB/SM – Mark Laywood/Trudi Barnard/Simon McEneny