

ACTION LOG

Meeting:

Kidsgrove Town Deal Board

Date:

17TH February 2022 4.00 – 5.25pm

Attendees: Gill Burnett (Sports Centre); Dan Gray (Aspire); Paul Hodgkinson (Keele Uni); Nicola Lewis-Smith (CRT); Simon Martin (CRT); Lucy Sefton (SSLEP); Cllr Simon Tagg (NuLBC Member); Andrew Thomson (N'hood Plan); Emily Verow (King's School); Cllr Paul Waring (KTCCIC); Cllr Philip White (SCC Member).

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

Consultants: STANTEC - Megan Beattie, Bernard Greep, Jack Hobbs; EAM - Martin Band.

RIDGE & PARTNERS – John Barnard, Martin Dunsford, John Moore, Emeka Ojimba; Elliot Patsanza.

Apologies: Anne Boyd (SSLEP); Ian Donaldson (Autonet); Jonathan Gullis (MP); Lisa Healings (VAST); Rob Leese (DWP); Zoe Papiernik-Bloor (Audience Agency); Cllr Mike Stubbs (Kidsgrove TC);.

	Issue	Action	By	Due Date	Compl
1.	Welcome and Introductions The chair welcomed everyone to the meeting.				
2.	Declarations of Interest None noted				
3.	Action Log from Nov meeting (accuracy & matters arising) The Action Log was accepted as a true record of the meeting. Matters arising: <ul style="list-style-type: none"> • All actions are either completed, on the agenda or ongoing except: <ul style="list-style-type: none"> ○ Setting up of joined up management group to ensure coordination of the 'Sports Village' projects. DECISION – delegation of powers to chair and vice-chair to appoint consultants to undertake work previously agreed by KTDB. <i>Meeting was not quorate so additional agreement was sought and received by email from non-attendees.</i>	Transferred to Health & Wellbeing sub-group	TB	Ongoing	Ongoing Completed

	<p>DECISION – That the Board approve payments to EMR to prepare the station business case and deliver the project.</p> <ul style="list-style-type: none"> Agreed by all present by show of hands. <i>However, meeting was not quorate so additional agreement was sought and received by email from non-attendees.</i> 				Completed
4.	<p>Update on consultation (in person & letters to businesses)</p> <ul style="list-style-type: none"> Consultation event took place on 10 Feb (evening) and 12 Feb (daytime) – around 75 participants over the two days. See separate presentation (attached to Action Log) for general summary of the event. Additional insights and comments from the KTDB were noted by the consultants to add to the overall consultation. 	Send any additional thoughts or queries to TB be passed to consultants	ALL	11/03/22	Completed
5a.	<p>Progress with business case preparation – Canal</p> <ul style="list-style-type: none"> See project timeline and SOBC outline in attachment. Currently on schedule to meet submission deadline. Current funding gap between project costings and allocated funding from the agreed Heads of Terms needs to be addressed. 	Draft SOBC (including revised cost profile) to be sent to KTDB members prior to march meeting.	Stantec	11/03/22	Completed
5b.	<p>Progress with business case preparation – Station</p> <ul style="list-style-type: none"> See project timeline and SOBC outline in attachment. Initial draft of SOBC has been sent to NuLBC S151 officer. First draft of SOBC should be available for KTDB review after 28 Feb. A query was raised about the schedule of charges for the car park in respect of short term parking for people to access local businesses. 	Take query to next Station sub-group	ML/RC	11/03/22	Completed
5c.	<p>Progress with business case preparation – Shared Service Hub</p> <ul style="list-style-type: none"> See project timeline and SOBC outline in attachment (however, this will now be reviewed in the light of the decision below). Following extensive and detailed engagement with service providers and feedback from the public consultation events 				

	<p>there is a need to rescope the project brief. This will require additional time to prepare a revised business case.</p> <ul style="list-style-type: none"> Does the KTDB support submitting a request to DLUHC for an extension to the submission deadline? <p>DECISION – Unanimous agreement from all board members present by show of hands to submit an extension request, subject to agreement by DLUHC.</p> <p><i>Follow-up: In principle agreement (subject to submitting relevant forms) from DLUHC following a meeting on 21 Feb.</i></p> <ul style="list-style-type: none"> Suggestions for additional potential users of the SSH requested. Mental Health Services suggested as potential contact. 	<p>Arrange meeting with DLUHC representative to discuss extension request</p> <p>Email suggestions</p> <p>Contact Mental Health Services</p>	<p>ML/RC/TB/SM</p> <p>RC/TB</p> <p>RC</p>	<p>21/02/22</p> <p>04/03/22</p> <p>21/02/22</p>	<p>Completed</p> <p>Completed</p> <p>Ongoing</p>
6a.	<p>Other Town Deal projects updates – Chatterley Valley</p> <ul style="list-style-type: none"> First tranche of KTD funding received 23/12/21. Section 278 Agreement (developer bond to County Council to cover the cost of highways works) being finalised. Work expected to start end of May 2022. Questions were posed at the consultation about the value of this project to Kidsgrove residents. It was agreed that any ongoing communications should include Chatterley Valley updates/information. 	<p>Report on progress at future meetings</p>	<p>RC</p>	<p>Ongoing</p>	<p>Ongoing</p>
6b.	<p>Other Town Deal projects updates – Sports Centre</p> <ul style="list-style-type: none"> Health & Wellbeing Sub-group met on 20 Jan 22. Mark Clews (chair of management group) presented information on progress so far and plans for the future. On target for handover to the management group in June 2022. 				<p>On track</p>
7.	<p>Other relevant projects</p> <ul style="list-style-type: none"> C&RT / Appetite projects underway. <ul style="list-style-type: none"> 'Journeys' – murals on station fencing are nearing completion. Riparian Ecologies – workshops experiencing the sounds of nature around the canal. Letting in the Light - community workshops to create flags and claystacks, to act as temporary installations. Down the rabbit hole – light and sound projections featuring Harecastle tunnel. 				

	<ul style="list-style-type: none"> ○ A celebration day is planned for 26 Mar 22 to mark the culmination of all the projects. ● Welcome Back fund project to encourage shoppers back into high street and to feel safe whilst shopping was awarded to Appetite following a competitive process. Due for completion in March 2022. 				
8.	AOB None				
8.	Date of next meeting KTDB 11am, Tues 15 th March 2022, via Zoom. Sub-groups dates to be confirmed separately.	Note date in diaries	All	ASAP	Completed

Abbreviations:

C&RT – Canal & River Trust

DLUHC – Dept. for Levelling Up, Housing & Communities

EMR – East Midlands Railway

KTDB – Kidsgrove Town Deal Board

NR – Network Rail

NuLBC – Newcastle Borough Council

SCC – Staffordshire County Council

SOBC – Strategic Outline Business Case

SSH – Shared Service Hub