

<div>ACTION LOG</div>		Meeting	NEWCASTLE TOWN DEAL BOARD			
		Date	Thursday 14 February 2024 (Start Time: 3.30pm – 4.40pm)			
<p>Attendees: Trevor McMillan, Simon McEneny, Elaine Burgess, Brian Meredith, Hal Higgins, Sarah Wilkes, Anthony Harold, Ann Pittard, Gail Edwards, Dan Gray, Gemma Whalley, Jane Tunnicliff, Lisa Healings, Henry Adamczuk, Jon Gray, Michael Snaith</p> <p>Minutes: Jeanette Ayres</p>		<p>Distribution: Attendees & Apologies</p> <p>Apologies: Cllr Stephen Sweeney, Stefan Brzozowski, Aaron Bell MP, Councillor Philip White, Fiona Wallace, Carl Copestake, Charlotte Pearce, Beverly Sampey, Jo Reilly, Eddie Leligdowicz, Graham Bibby</p>				
REF.	ISSUE	ACTION	RESP.	DATE DUE	COMPL.	
1.	<p>Welcome & Introduction</p> <ul style="list-style-type: none">All were welcomed to the meeting.					
2.	<p>Declaration of Interest</p> <ul style="list-style-type: none">It is noted that a number of people have interests in projects to be delivered.					
3.	<p>Minutes of Previous Meeting</p> <ul style="list-style-type: none">Agreed.					

4.	Digital Infrastructure Project <ul style="list-style-type: none"> The Business Case for the Digital Infrastructure Project was circulated to the Group. 	<ul style="list-style-type: none"> Michael Snaith gave an overview at the meeting on the Business Case. Michael has done an indicative design of the sites which could be included, however when the supplier is brought on board if any of this is redesigned it will be done so within the budget of £1.75m. Resourcing would need to be looked at and given serious consideration and would need to have Stakeholders and partners involvement. Aspire and Staffs CC premises could be looked at to see if any of them would be willing or able to have the same set up as NBC premises. Michael has spoken to Staffs CC to see if Libraries could be included, however as they are part of a wider Staffs CC contract there may be contractual issues involved if this was to be pursued. The scheme would look to improve connectivity of Chesterton and Knutton deprivation areas. 	MS	27.06.24	
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	<ul style="list-style-type: none"> The Recommendation is to approve the Business Case which is £1.75m and work with partners to progress a procurement exercise. 	<ul style="list-style-type: none"> NBC Community Centres are end points but any sites passed on route could possibly be incorporated if it is within the budget. The Group approved the Business Case as outlined by Michael so this can now be taken forward. If there are any signification changes to the Business Case these would need to come back to the Board Meetings for approval. It is envisaged that the Project should be completed by June 2025. 	MS	27.06.24	
			MS	27.06.24	
			All	27.06.24	
5.	General Programme Update <ul style="list-style-type: none"> Newcastle Town Deal Programme Update – February 2024. There are Sub-Groups set up and funding allocated for each Project. 	<ul style="list-style-type: none"> Elaine shared a presentation which showed updates for the Projects along with a finance programme overview. Elaine briefed the meeting on the various projects and a copy of her presentation will be circulated with this Action Log. The deadline for spending the funding is March 2026. 	JSA	29.02.24	
			EB	31.03.26	

		<ul style="list-style-type: none"> All Project spending is monitored and kept under review and if any Projects were not able to follow the spending timetable they would be reported into the Board Meetings for decisions to be made. 	EB/ All	27.06.24	
6.	Any Other Business <ul style="list-style-type: none"> It was agreed that the next meeting would be in June/July 2024. 	<ul style="list-style-type: none"> Jeanette to arrange a suitable date. 	JSA	15.02.24	
7.	Date of Next Meetings Thursday 27 June 2024 @ 10.30am	Microsoft Teams	All	27.06.24	

JSA/EB/21.02.24