

ACTION LOG

Meeting

NEWCASTLE TOWN DEAL BOARD

Date

Thursday 18 March 2022
(Start Time: 3.00pm – Finish Time: 4.30pm)

Attendees: Trevor McMillan, Cllr Stephen Sweeney, Simon McEneny, Elaine Burgess, Mark Laywood, Richard Corfe, Aaron Bell MP, Phil Butters, Jane Tunnicliff, Dan Gray, Fiona Wallace, Carl Copestake, Lisa Healings, Sandra Parker, Henry Adamczuk, Bernard Greep, Jack Hobbs, Megan Beattie, John Tweed

Minutes: Jeanette Ayres

Distribution: Attendees & Apologies

Apologies: Stefan Brzozowski, Sarah Wilkes, Dan Dickinson, Cllr Philip White, Gail Edwards, Anne Boyd, Lucy Sefton, Kirsten Trenall, Rob Lawley, Beverly Sampey, Jo Reilly, Eddie Leligdowicz, Alex Taylor, Graham Bibby, Kyle Barrie, Steven Findlay, Cath Ralph, Tommy Reeves

REF.	ISSUE	ACTION	RESP.	DATE DUE	COMPL.
1.	Welcome & Introduction <ul style="list-style-type: none"> All were welcomed to the meeting. 				
2.	Declaration of Interest <ul style="list-style-type: none"> It was noted that a number of people had interests in projects to be delivered. 				
3.	Action Log from 21 January 2022 (accuracy and matters arising) <ul style="list-style-type: none"> Agreed. 				

4.	<p>Update On Sub-Groups Development (Stantec)</p> <p>i) Full Fibre Network</p> <ul style="list-style-type: none"> Stantec had prepared an Options Paper which was circulated prior to the meeting. Six options have been put forward for this Board to choose which one(s) they would like to take forward: <ol style="list-style-type: none"> continue with business as usual, assuming there will be gaps in provision of gigabit-capable broadband for priority properties and connecting these gaps; development of SafeZone® or similar app; improve the resilience of the gigabit-capable broadband provision; invest in ducting to house broadband fibre cables; improve 5G connectivity across the Town Deal area; and 'flooding' the town centre with wi-fi <p>ii) Digital Society</p> <ul style="list-style-type: none"> Paul Hodgkinson from Keele University has developed the Economics Business Case and Strategy Business Case and there has been a 'Check and Challenge' process with Stantec. The Digital Outreach will not be delivered in the same building as the Incubator Space and Student Café but will be within the new Aspire office at the Ryecroft site. 	<ul style="list-style-type: none"> It was agreed that Option 6 would be pursued with consideration given on how Option 5 might also be incorporated. Property in the town centre is currently being pursued with the intent to acquire it. 	Stantec	27.05.22	
			Sub-Group/ Stantec	27.05.22	

	<ul style="list-style-type: none"> The Bid is on target for submission by the June deadline. 				
	<p>iii) EV Charging Points</p> <ul style="list-style-type: none"> Discussions on the location have taken place between NBC and Staffs CC and it has been decided that the charging points will be going into the public car parks as well as the new car park on the Ryecroft site. A Feasibility Study/Assessment will be carried out. The Bid is on target for submission by the June deadline. 	<ul style="list-style-type: none"> Stantec are preparing an appraisal to show how the operating models will work. 	Stantec	27.05.22	
	<p>iv) Town Centre Permeability</p> <ul style="list-style-type: none"> Annabel Chell from Staffs CC has prepared a Business Case and Amey on behalf of Staffs CC are preparing designs for the cycle route and Barracks Road crossing. The Bid is on target for submission by the June deadline. 	<ul style="list-style-type: none"> The designers for the Zanzibar site and Amey are arranging a meeting to progress. 	Amey	27.05.22	
	<p>v) Sustainable Public Transport</p> <ul style="list-style-type: none"> There are 3 elements to this project: <ol style="list-style-type: none"> Bus Route 25 – which runs from Stoke to Keele University will be operated by First Bus. 	<ul style="list-style-type: none"> Stantec have spoken with First Bus and discussions are ongoing regarding the proposed new bus entrance at Keele University. 	Stantec	27.05.22	

	<p>2. Circular Bus Route – Knutton, Silverdale and Chesterton – possibility of extending the route to include Keele University to make the route more viable.</p> <p>3. Looking at the Bus Station Digital Signage – it was agreed that Totem Pole structures could be used as these would be self-funding through advertisements which should cover the cost of maintenance.</p> <ul style="list-style-type: none"> The Bid is on target for submission by the June deadline. <p>vi) Key Gateway Sites</p> <ul style="list-style-type: none"> Zanzibar Development Business Case is being prepared and will be submitted by the June deadline. Midway Car Park – this may not require a full demolition as it may be possible to just remove the upper levels and remediate the existing structure which would have an environmental benefit. <p>vii) Knutton Village</p> <ul style="list-style-type: none"> A design team is preparing the initial concept plan The Bid is on target for submission by the June deadline. 	<ul style="list-style-type: none"> First Bus have the funding information and are currently preparing a new draft timetable for Route 25. Jack is currently preparing a Business Case which will be ready for the June submission deadline. Jack and Megan are preparing a Business Case. 	<p>First Bus</p> <p>Stantec</p> <p>JH/MB</p>	<p>27.05.22</p> <p>27.05.22</p> <p>27.05.22</p>	
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	<p>viii) Cross Street, Chesterton</p> <ul style="list-style-type: none"> • This is progressing well and Stantec have had a meeting with Aspire. • The Bid is on target for submission by the June deadline. <p>ix) Centre for Circus</p> <ul style="list-style-type: none"> • Stantec had prepared a PowerPoint Presentation which was circulated to the Group and Jack gave an update at the meeting. • A high level design concept has been produced for the demolition and repurpose of the Roebuck Centre. 	<ul style="list-style-type: none"> • Jack and Dan to have a further meeting. 	JH/DG	27.05.22	
		<ul style="list-style-type: none"> • There is very limited interest from food and beverage companies and other options are being looked at. 	Stantec	27.05.22	
		<ul style="list-style-type: none"> • Stantec have a meeting with the Sub-Group next week where they will seek the sub-group's final approval for moving the Astley Centre from the Roebuck to the New Vic. 	Stantec	27.05.22	
		<ul style="list-style-type: none"> • They will also develop and evaluate a sustainable Business Plan for which ever site is chosen. 	Stantec	27.05.22	
5.	<p>Update on Progress Stantec Project Panel Engagement Sessions</p> <ul style="list-style-type: none"> • Stantec had prepared an Engagement Strategy Document which was circulated to the Group and discussed at the meeting. 				

6.	NTDB Community Consultation Drop-In Event <ul style="list-style-type: none"> Stantec confirmed that the Pre-Election Period (Purdah) starts on 21 March 2022 and runs until 6 May 2022. This means that the Group can only do business as usual with engaged partners but cannot go to other organisations. A PowerPoint Presentation showing the timeline for each Project, including the Purdah Period, has been prepared by Stantec and circulated to the Group. It was suggested that 5 Project Panels would be set up 	<ul style="list-style-type: none"> Stantec currently look at Panel Members and information will be sent to this Group and the Sub-Groups to see if anybody else wishes to be involved. Stantec to prepare engagement material and look at venues/dates so that the information is ready to be sent out on 6 May 2022. 	Stantec	06.05.22	
7.	Any Other Business <ul style="list-style-type: none"> Project Business Cases 	<ul style="list-style-type: none"> Stantec will meet with the Council's Section 151 Officer and the Sub-Groups to review the Business Cases which will then be updated as necessary. 	Stantec	22.06.22	

		<ul style="list-style-type: none"> Two Board Meetings have been arranged for 23 and 24 June 2022 to sign off the Business Cases prior to their submission. 	Stantec	24.06.22	
8.	Date of Next Meeting Friday 27 May 2022 @ 10.00am	Microsoft Teams	All	27.05.22	

ML/RC/JSA/30.03.22/Stantec 07.04.22/TMc/08.04.22

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