

<div>ACTION LOG</div>		Meeting	NEWCASTLE TOWN DEAL BOARD			
		Date	Friday 27 <sup>th</sup> May 2022 (Start Time: 10.00am – Finish Time: 11.30am)			
<p><b>Attendees:</b> Trevor McMillan, Cllr Stephen Sweeney, Simon McEneny, Dan Dickinson, Sarah Wilkes, Charlotte Pearce, Elaine Burgess, Richard Corfe, Aaron Bell MP, Gail Edwards, Jane Tunnicliff, Dan Gray, Bernard Greep, Jack Hobbs, Megan Beattie, John Tweed</p> <p><b>Minutes:</b> Richard Corfe</p>		<p><b>Distribution:</b> Attendees &amp; Apologies</p> <p><b>Apologies:</b> Phil Butters Mark Laywood Stefan Brzozowski, , , Cllr Philip White, , 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 Fiona Wallace, Carl Copestake, Lisa Healings Sandra Parker, Henry Adamczuk, Jeanette Ayres</p>				
REF.	ISSUE	ACTION	RESP.	DATE DUE	COMPL.	
1.	<p><b>Welcome &amp; Introduction</b></p> <ul style="list-style-type: none"><li>All were welcomed to the meeting.</li></ul>					
2.	<p><b>Declaration of Interest</b></p> <ul style="list-style-type: none"><li>It was noted that a number of people had interests in projects to be delivered.</li></ul>					
3.	<p><b>Action Log from 18th March 2022 (accuracy and matters arising)</b></p> <ul style="list-style-type: none"><li>Agreed.</li></ul>					

4.	<p><b>Update On Sub-Groups Development (Stantec)</b></p> <ul style="list-style-type: none"> <li>• A briefing note had been circulated to all Board members prior to the meeting in which an update on all projects was detailed.</li> <li>• Stantec gave an initial update on all SOBCs stating that there is confidence that all projects will be submitted in time for the 30<sup>th</sup> June DLUHC deadline.</li> </ul> <p>i) Full Fibre Network</p> <ul style="list-style-type: none"> <li>• Due to cost estimates being considerably under the budget allocation, expansion of WiFi coverage into the wider Borough is to be explored. Areas such as Knutton, Silverdale, Chesterton and Cross Heath to be considered. Expand the coverage and increase spend to £1m. Seek to redistribute the remainder on other Town Deal projects.</li> <li>• Speak to organisations re internal / external coverage.</li> <li>• AB wants auto connection throughout the areas covered.</li> <li>• JH said that an extension was requested from DLUHC but it isn't needed.</li> <li>• AB enquired as to the quick commencement of delivery, citing cost of living assistance etc.</li> <li>• Procurement of the WiFi provider to be competitively undertaken.</li> </ul>	<ul style="list-style-type: none"> <li>• A copy of the Briefing note is attached to this</li> <li>• It was agreed that Stantec would seek information regarding the viability of expanding the coverage area</li> </ul>	Stantec	22.06.22	
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	<p>ii) Digital Society</p> <ul style="list-style-type: none"> <li>• The acquisition of a town centre located building may be completed soon</li> <li>• Stantec updated that the SOBC requires a little more finessing but will be completed for end of June.</li> </ul> <p>iii) EV Charging Points</p> <ul style="list-style-type: none"> <li>• Discussion on the capacity of the infrastructure.</li> </ul> <p>iv) Town Centre Permeability</p> <ul style="list-style-type: none"> <li>• The Bid is on target for submission by the June deadline.</li> </ul> <p>v) Sustainable Public Transport</p> <ul style="list-style-type: none"> <li>• There is a variation on the project to have RTPI totems instead of on stand information. SS suggested we could achieve both if additional money from the Digital infrastructure is redistributed across.</li> </ul>	<ul style="list-style-type: none"> <li>• A property in the town centre is still being pursued with the intent to acquire it.</li> <li>• The Business Case will include a study on the capacity of the infrastructure</li> <li>• Stantec are preparing an appraisal to show how the operating models will work.</li> </ul>	<p>Sub-Group/ Stantec</p> <p>Stantec</p> <p>Stantec</p> <p>Stantec</p>	<p>22.06.22</p> <p>22.06.22</p> <p>22.06.22</p> <p>22.06.22</p>	
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	<ul style="list-style-type: none"> <li>The Bid is on target for submission by the June deadline.</li> </ul>				
	<p><b>vi) Key Gateway Sites</b></p> <ul style="list-style-type: none"> <li>The Bid is on target for submission by the June deadline.</li> </ul>		Stantec	22.06.22	
	<p><b>vii) Knutton Village</b></p> <ul style="list-style-type: none"> <li>Public Consultations were undertaken last week and were well attended.</li> <li>Stantec working with Aspire to finalise distribution of Knutton award.</li> <li>The Bid is on target for submission by the June deadline.</li> </ul>		Stantec	22.06.22	
	<p><b>viii) Cross Street, Chesterton</b></p> <ul style="list-style-type: none"> <li>This is progressing well and Stantec have had a meeting with the S151 Officer to run through draft business case. Stantec has received cost information from Aspire.</li> <li>The Bid is on target for submission by the June deadline.</li> </ul>	<ul style="list-style-type: none"> <li>Stantec are currently finalising the Business Case which will be ready for the June submission deadline.</li> </ul>	Stantec	22.06.22	
	<p><b>ix) Centre for Circus</b></p>		Stantec	22.06.22	

	<ul style="list-style-type: none"> <li>SM suggested that the Town Deal Board should confirm that they agree with the sub-group's decision to accommodate the Astley Centre across two sites.</li> <li>Jack asked the Town Deal Board if they could suggest any creative businesses that could potentially use the office space within the Laura Ashley unit. JH said it would be beneficial to get letters of support from them to append to the business case (it wouldn't tie them legally or financially).</li> </ul>	<ul style="list-style-type: none"> <li>All agreed that this was the route forward. JH to seek written confirmation</li> <li>Any relevant contacts to be forwarded to JH</li> </ul>	All	ASAP	
5.	<b>Update on Progress Stantec Project Panel Engagement Sessions</b> <ul style="list-style-type: none"> <li>Stantec undertook all of the Project Panel Engagement Sessions over the two weeks prior to Board. All sessions were successfully undertaken, and the majority were well attended.</li> </ul>				
6.	<b>NTDB Community Consultation Drop-In Event</b> <ul style="list-style-type: none"> <li>JH gave feedback from the community consultation held at Castle House on the 26<sup>th</sup> May. Although not busily attended, those that did attend provided valuable feedback on some of the projects</li> </ul>	<ul style="list-style-type: none"> <li>A second Community Consultation is to be held on 28<sup>th</sup> May at Castle House. This is expected to have a greater attendance due to it being held on a Saturday. Attendees to feedback to Board.</li> </ul>	Stantec / NuLBC	22.06.22	
7.	<b>Any Other Business</b>				

	<ul style="list-style-type: none"> <li>Project Business Cases</li> </ul>	<ul style="list-style-type: none"> <li>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.</li> <li>Two Board Meetings have been arranged for 23 and 24 June 2022 to sign off the Business Cases prior to their submission.</li> </ul>	Stantec	22.06.22	
			Stantec	24.06.22	
8.	<b>Date of Next Meetings</b>  Thursday 23 <sup>rd</sup> June 2022 @ 12.00 Friday 24 <sup>th</sup> June 2022 @ 10.00	Microsoft Teams Microsoft Teams	All All	23.06.22 24.06.22	