

<div>ACTION LOG</div>		Meeting	NEWCASTLE TOWN DEAL BOARD			
		Date	Tuesday 8 October 2024 12.00 noon			
<p>Attendees: Trevor McMillan (Keele University) (part), Cllr Stephen Sweeney (NBC), Jane Tunnicliff (Newcastle College), Rachel Laver (Staffordshire Chamber), Henryk Adamczuk (Silverdale PC), Charlotte Hale (Adam Jogee MP), Nigel Daves (BID), Lisa Healings (VAST), Dan Gray (Aspire), Simon McEneny (NBC officer), Elaine Burgess (NBC Officer), Sarah Wilkes (NBC Officer), Anthony Harold (NBC Officer), Brian Meredith (NBC Officer), Hal Higgins (NBC Officer) Gail Edwards (SCC Officer) Michael Snaith (Regional Network Solutions)</p> <p>Minutes: Elaine Burgess</p>		<p>Distribution: Attendees & Apologies</p> <p>Apologies: Adam Jogee (MP),Ann Pittard (Keele University), Charlotte Pearce (BID) Councillor Philip White (SCC), Fiona Wallace (New Vic Theatre),</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. No specific declarations of interest were made.					
3.	<p>Minutes of Previous Meeting</p>					

	<ul style="list-style-type: none"> Agreed. 				
4.	Appointment of a delivery partner for the Digital Infrastructure project <ul style="list-style-type: none"> MS gave an overview of the process and procurement for a delivery partner which was supported by a PowerPoint presentation. A contingency figure of £300,000 Town Deal funding was proposed on top of the delivery price. This was within the Town Deal allocation for this project. The proposal would also be considered by the Council's cabinet at its October meeting. RL requested that publicity was shared once the decision has gone through the Cabinet process so that the Daily Focus can run the story. RL suggested that a join up with Reboot would be appropriate. HA asked for confirmation that there would be flexibility in selecting community sites if it became necessary to consider a substitute. MS confirmed that there was flexibility as long as it was within the fixed budget. DG asked about prices once the free period has expired. MS confirmed that this would be set by the market at the time. 	<ul style="list-style-type: none"> A copy of the Presentation is attached with the Action Log. SMc to share publicity with Staffordshire Chambers once available. Agreed: appointment of ITS Technology Group as delivery partner. Subject to NBC Cabinet also approving the appointment. Agreed: £300,000 contingency allocation. Agreed: further information on how to take further advantage of the fibre network would be discussed at a future meeting once the fibre roll out was under way. 	JSA SMc EB/BM EB/BM All	20.11.24 15.10.24 15.10.24 15.10.24 TBC 2025	
5	Sustainable transport – spotlight on hydrogen <ul style="list-style-type: none"> EB gave an update on the hydrogen element of the sustainable transport project. A high-level discussion had been held with Ryze Hydrogen. There appeared to be potential for a feasibility study into the use of hydrogen buses however there are a number of 	<p>Agreed: external support and networks to gather information would be very useful.</p> <p>Agreed: to be discussed further at a future Board meeting.</p>	EB/BM All	20.11.24 20.11.24	

	<p>practical considerations on whether this it deliverable. A review of the opportunity to green Newcastle bus station would also take place.</p> <ul style="list-style-type: none"> • It was proposed that an independent consultant would be useful to advise on this project with a further report to be given at a future meeting • GE suggested contact with the County Council who had also been engaged with hydrogen. • RL proposed that a link with Midland Net Zero might be useful. • RL shared information on a system to take carbon out of the air rather than green roofs on the bus station. Moss filters – Herefordshire Council <p>Programme/Project Update Including Spend – October 2024</p> <ul style="list-style-type: none"> • Elaine had prepared a PowerPoint Presentation which was displayed at the meeting and Elaine gave an update on each Project: • Sustainable Public Transport RTPIs – bus station now complete and the remaining to follow shortly. Circular bus route launched on 8 September New bus entrance at Keele – works are well on the way. • EV Charging Points • Infrastructure is being installed in Castle Car Park. • Town Centre Permeability • Phase 1 Gallowstree is now complete 	<ul style="list-style-type: none"> • A copy of the presentation is attached to the minutes. 			
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	<ul style="list-style-type: none"> • Phase 2 Barracks Road is now provisionally planned for after May 2025 as there has been a delay due to structural maintenance work being carried out at Brook Lane • Transforming Key Gateway Sites • Spend to date relates to the Midway Pre-Development Agreement with Capital & Centric. • Zanzibar, design is now frozen and submission of planning permission imminent. • Astley Centre for Circus • It was confirmed that Support Staffordshire had been commissioned to undertake a review of the Astley Centre progress. • The review will be discussed at the next Board meeting. • Keele In Town (Digital Society Centre) • The fit out is currently being undertaken and key appointments being made. The project is on target to open later this year. • Knutton Village • Enterprise Centre – work is well under way. • Football changing rooms – work is well underway. • Planning permission has been granted for both housing sites. The grant funding agreement, land deal and subsidy control assessment are at the final stage. • Planning permission has been granted for the village hall but this will only be built if a committee can be established to run it. Support Staffordshire are working in the village to attract interest in this. • Cross Street, Chesterton 	<p>HA offered to make contact with local connections and to share any relevant details with the delivery team to make contact.</p>	HA/EB	20.11.24	
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	<ul style="list-style-type: none"> Grant funding agreement has now been signed. Keon Homes have been appointed as the contractor for phase 2 and Aspire are currently out for tender for phase 3. Finance – Programme Overview: The funding table was reviewed. It was noted that there are still outstanding claims from Staffordshire County Council for the transport projects. At the next meeting the Digital Infrastructure project will show as having substantially more spend as financially committed. Whilst spend is in a reasonable position it is important to press on with delivery and spend and to move onto the next stage on those projects where there are elements of funding that are uncommitted. 	<p>Need to ensure claims are received.</p> <p>Need to keep pressure on people to spend and deliver within projects.</p>	<p>EB/ SCC</p> <p>EB/BM</p>	<p>ASAP</p> <p>Ongoing</p>	
5.	Any Other Business <ul style="list-style-type: none"> None noted 				
6.	Date of Next Meetings <p>Wednesday 20 November, 10.00 am in person at the Philip Astley Centre, 25 Merrial Street ST5 2AE</p>		All	20.11.24	