ACTION LOG

	Meeting:	**Kidsgrove Town Deal Board**
	Date:	12th March 2020 5.00 – 6.30pm

Attendees: Gill Burnett (Sports Centre); Jacqui Casey (LEP); Dan Gray (Aspire); Jonathan Gullis (MP); Lisa Healings (VAST); Paul Hodgkinson (Keele Uni); Rob Leese (DWP); Simon Martin (CRT); Zoe Papiernik-Bloor (Audience Agency); Cllr Kyle Robinson (Kidsgrove TC); Dr Emma Sutton (Primary Care Network); Cllr Simon Tagg (NBC Member); Emily Verow (King's School); Paul Waring (KTCCIC);
Apologies: Ian Donaldson (Autonet); Cllr Mark Winnington (SCC Member); Nicola Lewis-Smith (CRT).

Support Officers: Gail Edwards (SCC); Trudi Barnard, Martin Hamilton, Mark Laywood (NBC).

	Issue	Action	By	Due Date	Compl
1.	DECISION: Appointment of chair – Dan Gray (nominated by Simon Tagg, seconded by Paul Waring) Appointment of Vice Chair – Simon Tagg (nominated by Paul Waring, seconded by Paul Hodgkinson) Unanimous agreement by KTD Board.	ML/TB to meet with Dan Gray prior to next meeting	ML/TB/ DG	16/04/20	Done
2.	Action Log from previous meeting: All actions either completed or ongoing.				
3.	DECISION: The amended Terms of Reference were agreed (subject to additions/amendments that might be required when further MHCLG guidance is published).	Future amendments, if required, to be circulated to Board members prior to meeting. MHCLG Guidance to be circulated when received.	ML/TB ML/TB	As required As required	Ongoing Ongoing
4.	DECISION: AECOM appointed as consultants for Kidsgrove. Newcastle TD Board will make their decision on which consultants to appoint on 19 Mar. See Annex 1 for summary of discussion.	NBC to notify AECOM asap ready to start on 23 Mar. KTD Board would like to meet AECOM at next Board meeting.	SM/ML ML	20/03/20 23/04/20	Done Done

5.	Brief updates on current projects by Board member organisations: <u>Urban Regeneration</u> • Neighbourhood Plan – Kyle Robinson ○ Gives parish council more say in planning. ○ Boundary similar to that adopted by KTD Board. ○ Designated in summer 2019 but up to 2 years before finalised. ○ KTC have appointed a planning consultant. • Leisure Centre – Gill Burnett ○ Potential early win project for KTD. <u>Skills & enterprise infrastructure</u> • DWP priorities – Rob Leese ○ To improve productivity and delivery of quality customer experience for less. ○ To help more people back to work, prioritising groups who experience employment rate gaps. ○ To help 1.5 million more disabled people into work by 2027. ○ To ensure the Welfare state works well for everyone as we provide an effective safety net. ○ Transition funding available for organisations helping people with claims or job market. • Keele – Paul Hodgkinson ○ Business offer includes ▪ Innovation and Leadership programme. ▪ Support for new product or service development. ▪ Supply chain development for low carbon economy and med tech/healthcare. ○ 7th Innovation Centre planned – aimed at digital transformation and data analytics businesses. <u>Connectivity</u>	KTD consultants need to link up with NP consultant. Further update at next meeting. KTD consultants to link with group. Share data with consultants. Share details with KTD Board Share market demand assessment with consultants	ML GB ML RL/ML RL PH	After 23/03/20 23/04/20 After 23/03/20 20/03/20 After 23/03/20	Done NP rep on Board Done Done Done Done

	• Railway Station – Gail Edwards (see Annex 2)
	  ○ HS2 is going ahead so potential for a transformational scheme in Kidsgrove.
	  ○ Budget available for a 'bronze level' station – how would a 'gold' level station impact the area.
	• Canal – Simon Martin
	  ○ Already looking at improving lighting and link between station and tow path.
	
	<u>Health & Well-being</u>
	• Primary Care Network – Dr Emma Sutton
	  ○ Funding from NHS England; key focus is building on the current offer but also aligning services and sharing best practice.
		Consultants to consider potential
		
		Share details with consultants
		
		Share information with consultants
			ML
			
			ML
			
			ML
				After 23/03/20
				
				After 23/03/20
				
				After 23/03/20
					Done
					
					Done
					
					Done

6.	AOB (see Annex 3) Gaps in Board membership – suggestions from Board. Neighbourhood Planning Group representative. Board members agreed to this addition to the KTD Board.	Kyle Robinson to approach group for nomination and pass info to TB. Invitation to be sent for next meeting.	KR TB	16/04/20 16/04/20	Done Done
	Creative People & Places funding is available for the Borough. Activity plan is in preparation by Appetite.	Ensure consultants are aware of CPP	ML	After 23/03/20	Done
	Board members suggested that they might also benefit from 'walking the patch' with the consultants.	Tour to be arranged	TB	By May 2020	Not done (CV19)
10.	Date of next meeting 5pm, Thursday 23rd April 2020, Venue to be confirmed *NB: Due to COVID19 outbreak this meeting may take place virtually or be rearranged for a later date.*	Note date in diary	ALL	ASAP	

Abbreviations:
KTD – Kidsgrove Town Deal
NBC – Newcastle-under-Lyme Borough Council
SCC – Staffordshire County Council
MHCLG – Ministry of Housing, Communities and Local Government
DONM – Date of next meeting