ACTION LOG

	Meeting:	**Kidsgrove Town Deal Board**
APPROVED	**Date:**	25th June 2020 4.00 – 5.30pm

Attendees: Gill Burnett (Sports Centre); Dan Gray (Aspire); Paul Hodgkinson (Keele Uni); Rob Leese (DWP); Nicola Lewis-Smith (CRT); Simon Martin (CRT); Zoe Papiernik-Bloor (Audience Agency); Mandy Phillips (King's School alternative); Cllr Kyle Robinson (Kidsgrove TC); Cllr Simon Tagg (NBC Member); Andrew Thomson (N'hood Plan); Paul Waring (KTCCIC); Emma Wilson (LEP); Cllr Mark Winnington (SCC Member).
AECOM: Gareth Brown; Alex Heath; Bob Perkins.
Support Officers: Gail Edwards (SCC); Trudi Barnard, Mark Laywood, Simon McEneny (NBC).

Apologies: Ian Donaldson (Autonet); Jonathan Gullis (MP); Lisa Healings (VAST); Emily Verow (King's School); Dr Emma Sutton (Primary Care Network).

	Issue	Action	By	Due Date	Compl
1.	Action Log from previous meeting: • Pre-budget submission for Growth Deals deferred to next meeting. • TIP Guidance has been received and circulated to Board members (along with supplementary FAQs). • Joint letter to Secretary of State re ringfencing TD money. • All other actions completed or ongoing.	Update at next meeting Update at next meeting	JG JG/ML/ TB	28/07/20 Ongoing End July	In prog In prog
2.	Update from MHCLG • Revised submission dates confirmed as July, October and March 2021. DECISION: The Board agreed to October submission	Confirm Board decision to MHCLG.	TB	13/07/20	Done
3.	AECOM presentation – Questions and key points raised • Q: Will we have sufficient time to assess the impact of CV19 and reflect behavioural changes? A: Will have to base submission of the best information we have available at the time.	Address any follow-up questions/info to AECOM	ALL	Ongoing	Ongoing

	• Q: What will impact of HS2 be? A: Will know more after the next Budget announcement. • Q: Is the low carbon agenda underpinning all projects. Is it feasible to include a 'green energy' requirement? A: Still working on this but will make sure it is included. Green energy is more an issue for the Business Plan stage. • Shortlisting of projects – only scored on strategic fit. Other aspects of the scoring matrix will be used as projects are worked up in more detail. • Next steps will be to ascertain the commitment of Board member organisations to the proposed projects.	Revisit when more certainty over costs	AECOM	Ongoing	In progress
4.	Town Centre Sub-group: • A plan indicating short, medium and long-term development options was presented to the group. NB: This is confidential until otherwise notified. DECISION: The Board endorsed the general trajectory of the sub-group.	Report on progress at subsequent meetings	AECOM	Ongoing	Ongoing
5.	Enterprise (Employment & Skills) Sub-group: • Office provision being considered as the Kidsgrove offer is very limited - but need to understand the post CV19 situation for this type of business accommodation. • Live/Work space is another avenue to explore both in this group and the Town Centre sub-group. • Chatterley Valley – several issues to discuss in more detail o Viability gap – DECISION: KTD Board consensus is that this is too large to fund from TDs. o Provision of access road – this makes the site more attractive to investors. NB: CV is part of the Ceramic Valley Enterprise Zone and the building of a road avoids State Aid complications. However, since CV spans both areas, consideration should be given to sharing costs between the two town deals and other partners.	Include in next sub-group meeting Need to ascertain LEP position on CV. Report on progress at subsequent meetings. Issue of sharing costs to be raised with other potential partners	AECOM AECOM AECOM ML/SM	31/07/20 31/07/20 28/07/20 31/07/20	Done In progress Ongoing In progress

	DECISION: The Board gives 'in principle' support to working this up as a TIP project but requests consideration given to sharing cost with other partners, including NTD.				
6.	(Enterprise) Employment & Skills Sub-group: • Although there are very sobering statistics relating to unemployment and claimant count, the Town Deals are 90% capital, so unlikely that a 'service' could be funded. • Procurement is a tool that could be used to support this strand.				
7.	Health and Wellbeing Sub-group: • Sports village concept comprising leisure centre and sports pitches. • Health Hub in town centre. DECISION: The Board endorsed the general trajectory of the sub-group.	Report on progress at subsequent meetings. Research similar models	AECOM AECOM	28/07/20 Ongoing	Ongoing Ongoing
8.	Update from Newcastle TD Board At the same stage as KTD Board. Main project areas - Newcastle town centre, Knutton, Sustainable transport hub.				
9.	Date of next meeting 4pm, Thursday 30th July 2020, via ZOOM (joining details to be sent separately).	Note date in diary	ALL	ASAP	Done

Abbreviations:
KTD – Kidsgrove Town Deal
NTD – Newcastle Town Deal
NBC – Newcastle-under-Lyme Borough Council
SCC – Staffordshire County Council
ML – Mark Laywood
TB – Trudi Barnard
CV – Chatterley Valley
MHCLG – Ministry of Housing, Communities and Local Government
TIP – Town Investment Plan
DONM – Date of next meeting