

Meeting Actions from the virtual meeting held on 6 August 2021

#	Action	Owner	Status
1	<p>Sub-groups Update – Transport Infrastructure Forum – Two meetings have been held. A further meeting was held to determine what was required from the forum. 3 areas to cover – 1) to work with other partners to help build transport strategy for Crewe; 2) Transport plan; 3) Take steps from the Transport Plan to help form the Proposal that CEC would be submitting for the levelling up fund.</p> <p>Towns Fund Sub-Group – TIP subgroup – Heads of Terms now submitted, and the group have got 8 weeks to review the projects</p>	KM, JA, DK/CJ	Ongoing
2	<p>Youth representation on the Board. Update The Task and Finish Group hadn't met recently due to holiday period.</p>	SH/AK	Ongoing
3	<p>Communication and Engagement Sub Update</p> <ul style="list-style-type: none"> - Starting to look at the development of communications for each project and working with the individual groups. - Stakeholder engagement – Reviewing the guidance for what was required for stage 2. - Looking at how to engage with unsuccessful projects - Updating the communications and engagement plan for stage 2 - training would be offered around communications to ensure there was consistency with branding. - The TIP would be published at the end of next week. 	DK	Ongoing
4	<p>Terms of Reference Democratic Services to give consideration to the appointments</p>	DS	Ongoing

	<p>process and review of the Chair and Vice-Chair roles.</p> <p>A formal appraisal process and framework for the Chair and Vice-Chair roles to be considered by Democratic Services.</p> <p>Democratic Services to review the Terms of Reference to incorporate the changes in the election of Chair and Vice-Chair and the appraisal and review process of these positions</p> <p>Update</p> <p>The Boards Heads of Terms would be reviewed to reflect the changing role the Board in stage 2 of the TIP. A discussion would be held outside of the formal meeting with the Chair and Dr Charles Jarvis.</p>		
5	<p>GP Social Prescribing Funding –</p> <p>The Expression of Interest form had been drafted, and along with a letter of support signed by the Chair of the CCG and leader of the Council would be submitted by the end of the week.</p>	GK	Ongoing
6	<p>Items to be considered for future Board Meetings:</p> <ul style="list-style-type: none"> - Parking Consultation Strategy - Sponsorship Opportunities – ADHD Society - Housing challenges - Private Inward Investment - Cheshire Community Fund – Chair has extended an invite to them and is meeting them next week to discuss - AGM – to be deferred until after the Government announcement is made. 	DK	Ongoing
7	<p>Leighton Hospital rebuild</p> <p>(1) The chairman to write a letter of support on behalf of the Board;</p> <p>(2) The link to the petition would be circulated to Board members.</p>	DK	Ongoing
8	<p>Board Transparency</p> <p>(1) That Cheshire East Council officers write a report to be considered at</p>	PS/CJ/RH	Ongoing

	<p>the 3 September Crewe Town Board meeting around Board Governance and guidance;</p> <p>(2) That a question and answer session on stage 2 be organised with Board members once the TIP had been published.</p>		
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