

## ACTION LOG

Meeting: North Staffordshire Local Air Quality Plan Joint Advisory Group (JAG)

Date: Tuesday 18 January 2022

Attendees (by MS Teams):

Cllr Carl Edwards (Chair), Phil Cresswell (Interim SRO), Pete Price (PM)

Stoke-on-Trent City Council - David Stubbs, SECTION 40, SECTION 40 (legal) SECTION 40

Newcastle-under-Lyme Borough Council - Cllr Trevor Johnson, Dave Adams, SECTION 40, SECTION 40, SECTION 40 (Legal)

Staffordshire County Council – Cllr David Williams, Nick Dawson, SECTION 40 (legal), SECTION 40

Sweco – SECTION 40, SECTION 40

Apologies

Martin Hamilton (Project Sponsor), Cllr Daniel Jellyman, Nesta Barker, Clive Thomson, SECTION 40, Harmesh Jassal, SECTION 40 (Finance), SECTION 40 (Finance), Paul Dutton

Notes: Pete Price

Item number	Item	Action	Resp.	Due Date	Complete?
1	Introductions and Apologies	All noted, no actions identified.			
2	Three way local authority Collaboration Agreement - sign-off and appointment of JAG vice-chair	JAG members agreed for officers to finalise and sign off the Agreement.  Cllr Williams was appointed as JAG Vice-Chair.	SM/ND	4 Feb	
3	Review of NSLAQP phases - progress and overall project timeline	Project timeline noted and agreed and to be updated and reviewed at all JAG meetings.	PP	ongoing	

Item number	Item	Action	Resp.	Due Date	Complete?
4	Phase 2 (A53 Etruria Road bus gate) engagement, including Basford and Cliffe Vale Residents' Association meeting request	Agreed that City Council will hold a virtual meeting with Basford RA, as requested by its Chair. PP/PC to draft email for Cllr Edwards to send to the RA Chair. One page summary document to be produced for the meeting, which sets out the joint responsibilities, the bus gate proposals and timescales	PP/PC PP	28 Jan 4 Feb	
5	Clean Air Fund (CAF) bid development for Phase 3 (Victoria Road) and Phase 2 (A53 Etruria Road bus gate)	Summary of CAF processes noted and agreed for phases 2 and 3. JAG members to submit ideas for CAF proposals to relevant officers/project manager.	all	End Feb	
6	Cabinet reporting plans for Phase 3 OBC and Phase 2 FBC	Phase 2 reporting plans agreed – Cabinet x3 in July 2022. Reports to be drafted for start of Cabinet cycle.  Phase 3 – PC/PP to liaise with City Members Services / Monitoring Officer to determine whether a Spring report is required, otherwise report in July 2022 on OBC and July 2023 on FBC.	DS/JH/ NB/ND /JK PC/PP	End April 28 Jan	
7	Finance update – Phase 2 and Phase 3 plans to November 2022	Noted. No actions.			
8	Action log from JAG on 30 Sept	All noted, no actions identified. (Note that JAG action logs are due to be published on City Council website, as agreed at last JAG.)	PP	4 Feb	
9	Any other business	None			
10	Date of next meetings	To be set for mid-March (prior to NuL purdah) and late May to review draft Phase 3 OBC and Phase 2 FBC	PP	4 Feb	