

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Newark Town Funds Board** held in the Virtual Meeting using COLLAB on Thursday, 22 July 2021 at 8.00 am.

PRESENT: Board Members
Councillor D.J. Lloyd – Leader of NSDC – Co-Chairman
Steff Wright, Chief Executive, Gusto UK
Tom Marsden, Lincoln College Group
John Latham, Director of DVC Projects, University of Lincoln
Tony Aspbury, Chairman of Development Committee, Newark Showground
Alan Mellor – Town Clerk of Newark Town Council
Craig Berens – Nottinghamshire YMCA
Michael Baker – Farndon Parish Council
Fiona Anderson – NTU
Gary Headland – Lincoln College Group
Johanne Thomas – Urban & Civic
Jo Bradley- Fortune
Linny Beaumont- Partnerships & External Relationships Manager for the Canal and River Trust (Newark)

IN ATTENDANCE: John Robinson- Chief Executive (NSDC)
Matt Lamb – Director – Planning & Growth (NSDC)
Neil Cuttall – Business Manager – Economic Growth (NSDC)
Cllr. Keith Girling – Deputy Leader of NSDC
Sanjiv Kohli – Deputy CX/Director – Resources/s151 Officer (NSDC)
Joseph Cookey- Interim Town Centre Development Manager (NSDC)
Jerry Hague- Newark and Sherwood CVS
Mark Ryan – Avcon
Simon Witts - Founder & CEO, Aviation360
Kevin Guthrie- Guthrie Therapy
Will Parkinson - Economic Growth & Tourism Apprentice, NSDC
Sally Gill- Nottinghamshire County Council

APOLOGIES FOR ABSENCE: David Jones- Chief People Officer, Timico
Jackie Insley- Sherwood & Newark Citizens' Advice
Karl Tupling
Tom Cartledge – Board Co-Chairman
Michael Durban
Frank Horsley- Head of Business & Innovation

1 DECLARATIONS OF INTEREST

Fiona Anderson, on behalf of Nottingham Trent University, declared an interest in the Smart Innovation Supply Chain and Logistics Enterprise Zone working with the University of Lincoln.

2 MINUTES FROM THE MEETING OF 22 APRIL 2021

AGREED that the minutes be accepted.

3 PROJECT CONFIRMATION AND ME DOCUMENT

NC presented a report which informed the Board of the submission to the Government of the project confirmation and monitoring & evaluation schedule for each of the priority projects, the response and steps for delivery of the Town Plan.

Following the response, the Business Plans would be updated for consideration by the Board prior to March 2022. ML advised that the recruitment for a Towns Fund Delivery Manager had begun.

AGREED (unanimously) that

- a) Newark Town Board Members are asked to note the update and response from Government on the Project Confirmation, Financial Profiling and Monitoring & Evaluation Plan; and
- b) Newark Town Board Members are asked to endorse and approve the next steps outlined at paragraph 3.1 in the report.

4 NEWARK TOWNS ASSURANCE FRAMEWORK, FULL BUSINESS CASES & OUTCOMES REVIEW

ML presented a proposed Assurance framework for the Newark Towns Fund to assist the delivery of supported projects in the Newark Town Investment Plan (TIP) and associated Heads of Terms. Newark and Sherwood District Council would perform an accountable body and assurance role for the Towns Fund and the Newark Towns Fund Board, and as such, the Council had adopted the updated Assurance Framework.

Delegated authority was required to enable the Co chairs of Newark Town Board to authorise the amended Full Business Case of the YMCA Community and Activity Village for submission to the Government and facilitate drawing down of funds from the Towns Fund grant to maintain momentum of the project.

AGREED (unanimously) that:

- a) adopt the Newark Towns Fund Assurance Framework (June 2021) as provided at Appendix A; and
- b) give delegated authority to the Co-Chairs of Newark Town Board, acting in accordance with any formal recommendation of the Section 151 Officer of Newark and Sherwood District Council (as informed by the Quod Consulting Assessment), to support the submission of a Summary Business Case to government which seeks to draw down a maximum of £2m of Towns Fund grant funding for the YMCA Community and Activity Village. This is subject to all outputs and outcomes remaining in accordance with the Monitoring & Evaluation Framework dated July 2021

5 PRIORITY PROJECTS UPDATE

YMCA Community Activity Village

JB gave a presentation covering progress with the project and on-site, including proposed facilities, and delivery timescales. Work had begun on site in February with good progress made. It was anticipated that the building would open April 2022, developing all facilities available through into 2024. Consultation had been undertaken with the community to ensure that the facilities would meeting community need, providing a high quality and diverse offer. Benoy had been appointed to design areas within the building.

The Board noted the progress onsite and looked forward to the opening of an excellent facility.

IASTI and Construction College

TM presented a video covering the opening of the Newark Construction College. All areas, excepting stonemasonry were above target for applications. Progress against the IASTI project was also updated. Staff recruitment and student applications were progressing well, and the design team had been appointed. Work had commenced on classroom infrastructure, IT and furniture procurement as well as aviation equipment costings and resourcing. Costings totalling £1,080,510 were outlined, as was the draft timeline for completion.

Stodman Street

NC updated the Board with progress on Stodman Street. Thus far there had been limited demand for purchase and redevelopment through active marketing, and a mix of residential flats and three commercial units on the ground floor was now proposed. NC outlined the steps in delivering the project. SW explained that he was looking to develop a similar project on the site of the old Holdens, including a mix of town houses and retail units.

6 TOWN CENTRES PROJECTS UPDATE

JC presented the Town Centre Projects Activity report, which provided updates on the Reopening High Streets Safely/Welcome Back Fund, the Heritage Action Zone, the Business Resiliences Programme, High Street Diversification Grant, Kickstart, and figures relating to footfall in the town. The Board considered the report. AM explained that funds for spending on town centre works had been reserved to spend after Christmas, to avoid undertaking a lot of works during the initial re-opening phase after the lockdowns.

AGREED that:

- (a) Members of the Board support the ongoing initiatives that are being rolled out in the town centre; and
- (b) Members of the Board propose any additional initiatives that may benefit the Town Centre.

7 ELECTIONS TO EXECUTIVE BOARD

AGREED the membership of the Executive Board as:

John Robinson
Sanjiv Kohli
Steff Wright
Tom Cartledge
Gary Headland
Craig Berens
Alan Mellor
Anthony Aspbury

Meeting closed at 9.19 am.