

NORTH LINCOLNSHIRE

TOWNS FUND BOARD

29 January 2021

MS Teams

PRESENT - Mary Stuart (Chair), University of Lincoln, Councillor Waltham MBE, North Lincolnshire Council, Simon Green, Deputy Chief Executive North Lincolnshire Council, Holly Mumby-Croft MP, Lesley Potts, North Lincolnshire Council, Ruth Carver, Greater Lincolnshire LEP, Diana Taylor, Marketing Humber, Sophie Day, British Steel, Peter Campey, Department for Business, Energy and Industrial Strategy, Jo Corney, Department of Work and Pensions (DWP), Samantha Cook, Hampton by Hilton, Dr Faisal Baig, North Lincolnshire Clinical Commissioning Group (NLCCG), Duncan Willey, PPH Commercial.

Debbie Frary was also in attendance.

APOLOGIES – Apologies were received from North Lincolnshire Voluntary Community Alliance, Lisa Oakley, Nationwide Building Society, Andrew Percy MP.

The meeting was held as a Teleconference via MS Teams.

63 **WELCOME AND INTRODUCTIONS** - The Chair welcomed all those present to the meeting.

64 **NOTES AND ACTIONS FROM PREVIOUS MEETINGS – Resolved** - The minutes of the meeting of the North Lincolnshire Towns Fund Board, held on 13 November 2020, be approved as a correct record.

65 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS** – There were no declarations of disclosable pecuniary interests and personal or personal and prejudicial interests.

66 **FINAL VERSION OF THE BID** – Simon Green, North Lincolnshire Council, thanked the board for their commitment to stage one of the process and confirmed that we are now moving to stage two which will be the development phase, followed by stage three the delivery phase toward the end of 2021. The board were informed that some initial feedback had been received from government and following this further information had been submitted and logged with government. Bids are now in the process of being assessed by government and it is expected to hear back on the bid outcome in the next few weeks. The first stage of the development phase will be to agree Heads of Terms with government which will include how much funding will be put into each project. Business cases will then be worked up throughout 2021. Simon Green, North Lincolnshire Council confirmed that government will rate the projects put forward and then feedback. If in the event less money than the full amount of the funding expected is received, all the projects will still be included, however, the board will be given two months to decide which projects to continue to put forward. Full details will be set out in the Heads of Terms.

Once the assessment process by government has been completed they will then decide on the timescales for the announcements. Simon Green, North Lincolnshire Council informed the board of the Future High Street Fund (FHSF) projects which will complement the Towns Fund projects, therefore important the board have sight of these projects. £10.5m funding has been awarded through the FHSF and will be focused on rebuilding the old market site in the town centre. The funding is less than expected therefore a reassessment is currently being undertaken on what can be achieved with the funding and an option will be developed by the end of February. The board were informed that work has commenced on the Urban Park Towns Fund project in Church Square. Work is also being undertaken at present in the town centre around digital display work, which is part of another strand of funding received but also complements the Towns Fund and FHSF projects. It was noted that since the announcements of the Towns Fund and FHSF there has been some positive commercial interest and the momentum maintained through the last year has given confidence in the area with lots of opportunities going forward. **Resolved** – The Board was updated on the current position of the bid and the next steps. The Board were informed of the FHSF projects and other projects that will complement the Towns Fund projects.

67 GOVERNANCE FRAMEWORK – The first draft of the Assurance Framework was circulated to the Board with the agenda. Lesley Potts, North Lincolnshire Council, outlined the proposed structure of the governance framework to the board. Comments on the paper were requested from the board, to be sent by 15 February 2021 to Lesley Potts, North Lincolnshire Council. A final version of the document will then be brought to the next meeting for sign off by the board. The document will then be submitted to the website and to the TFB Hub to enable MHCLG to assess it to ensure. It was noted that there is some flexibility in the document allowing for the opportunity to review the assurance framework if required in respect of Heads of terms requirements from government. There will also be an annual review of the framework. The Programme Delivery team will also work within a delivery framework which is in place and ready to be launched at the appropriate time. Lesley Potts, North Lincolnshire Council, requested for Lisa Quinn, Towns Fund Hub, to be invited to the next board meeting. **Resolved** – Comments on the Assurance Framework were requested from the Board by 15 February 2021. A final version to be brought to the next Board meeting for final sign off for submission to the website and Towns Fund Hub. It was agreed for Lisa Quinn be invited to the next Board meeting

68 BOARD AND PROGRAMME BOARD - Towns Fund Board - Simon Green, North Lincolnshire Council, informed the board that following discussions with government, the departure of some board members due to business circumstances and the move from the process phase to the development phase, it was felt timely to refresh the Board. The following changes to the Board were therefore suggested:

Simon Green, Assistant Chief Executive, North Lincolnshire Council to replace Denise Hyde, Chief Executive NLC.

Becky McIntyre, Director of Governance and partnership and S151 Officer, North Lincolnshire Council, to join the Board

Kishor Tailor to step down due to the Humber LEP no longer existing from April and the new Hull and Yorkshire LEP will have no relevance to the Towns Fund Board.

Ruth Carver, Great Lincolnshire LEP to represent the LEP

A community representative to join the board to strengthen the community contact we already have, due to the importance in keeping engagement with communities as we move through the process.

Two additional business representatives to join the Board

The board were asked for agreement for Mary Stuart, Chair, to approve the new Board members on behalf of the board.

Programme Delivery Board – This Board is required for phase 2 of the Towns Fund and it is hoped to have sector experts on the Programme Delivery Board to give their expert advice when and if required on the projects. The Towns Fund Board will not be involved in the programme delivery board, however, a request for a steer from the board was made in respect of delivery board members and approval to commence the process of forming the delivery board. **Resolved** – The Board agreed for Mary Stuart as Chair to approve new board members on behalf of the board. The Board gave approval to commence the process of forming the Programme Delivery Board with their steer.

69 PROJECTS AND FULL BUSINESS CASE - It was noted that once the Heads of Terms have been received from government the business cases will be developed and signed off at which point the funding will be received. It was agreed to bring the feedback from government to the next meeting and noted that the board will require an in-depth conversation with Peter Campey at the Heads of Terms stage. Prior to this point it was noted that projects which could potentially be fast tracked need to be identified to enable delivery to be seen as quick as possible. It was reported that work and conversations were taking place in the background to assess the potential projects and what is required to bring projects forward quickly in readiness for receiving the Heads of Terms. It was noted that there is a need to ensure all the correct support is in place to enable the projects to be delivered for the community. A request was made to government to have some flexibility and understanding on how we are delivering the allocation where there may be potential challenges. **Resolved** – Feedback from government on the projects to be brought to the next meeting.

70 ANY OTHER BUSINESS - Governance – it was highlighted that there are some outstanding Declarations of Interest, therefore a request was made for these to be sent in as soon as possible.

Future Meetings – It was agreed that a discussion is required regarding appropriate communication on how we move forward with the Town Fund to ensure we are engaging the local people, communities and media as well as communication between board members in between meetings. It was also noted that feedback from government will be required at the next meeting and an update on the Urban park project.

Narrative- It was highlighted that the Towns Fund projects are bringing together work around inequalities which is important to include in the narrative of the projects. **Resolved** - The following agenda items were agreed for the next meeting: 1) Communication, 2) Feedback from government on projects and 3) Update on urban park progress

71 DATE AND TIME OF NEXT MEETING – It was suggested to hold Board meetings bi-monthly with email communications in between if required. **Resolved** – the Board agreed this approach.

The Chair confirmed the next meeting as Friday 5 March 2021, 10.30am via MS Teams. The Chair confirmed her apologies for this meeting.