



Agenda

Discover Ashfield - Board Meeting

Date: **Wednesday, 24th June, 2020**

Time: **9.00 am**

Venue:

For any further information please contact:

Lindsey Kenworthy on 01623 457201

DISCOVER ASHFIELD - BOARD MEETING

Attendees

Callum Par	Youth Mayor
Carol Cooper-Smith	Chief Executive, Ashfield District Council
Chloe O'Donnell	Idlewells Shopping Centre, Sutton
Cllr Christian Chapman	Ashfield District Council – Scrutiny Rep
Cllr Helen-Ann Smith	Ashfield District Council – Deputy Leader
Cllr Jason Zadrozny	Annesley and Felley Parish Council
Cllr Matthew Relf	Ashfield District Council – Portfolio Holder, Planning & Regen
Darron Ellis	More to Discover Theme Lead
David Ainsworth	NHS
David Jackson	East Midlands Outlet – Centre Manager
Derek Higton	Service Director, Place and Communities, Notts County Council
Edward Johnstone	Portland College – Assistant Principal
Fiona Anderson	NTU
Gary Baird	Disability Nottinghamshire
Gary Jordan	Mansfield and Ashfield 2020 – Chair
Jon Ball	Ashfield Chad
Kathryn Stacey	Citizens Advice Ashfield -CEO
Lee Anderson, MP	MP for Ashfield and Eastwood
Liz Barrett	Academy Transformation Trust FE
Louise Knott	West Notts College (VICE CHAIR)
Mark Spencer, MP	MP for Sherwood
Martin Rigley	Lindhurst Engineering (CHAIR)
Melanie Phythian	Towns Hub – Policy Advisor, Cities & Local Growth Unit
Nicola McCoy-Brown	Group Manager Growth & Development, Notts County Council
Pete Edwards	Health & Wellbeing Chair
Rachel Quinn	D2N2 LEP
Robert Orgill	Rolls Royce
Sharon Huttly	NTU
Simon Martin	Academy Transformation Trust Sutton Academy - Principal
Teresa Jackson	Ashfield Voluntary Action
Theresa Hodgkinson	Ashfield District Council – Director of Place and Communities
Tom Goshawk	D2N2 LEP – Head of Capital Programmes
Vicki Dyer	DWP – District Operations Lead
Will Morlidge	D2N2 Representative

Supporting officers from Ashfield District Council

Andrea Stone
Darowen Jones
Katherine Green
Lindsey Kenworthy
Sarah Daniel
Trevor Middleton

AGENDA

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- 1. Welcome/Introductions & Apologies - Martin Rigley**
- 2. Minutes of Previous Meeting 22 April 2020 and Matters Arising - Martin Rigley** 7 - 10
- 3. Declarations of Interest**
- 4. Towns Funding - Sarah Daniel** 11 - 14
 - Update on the Towns Fund and Future High Street Fund
 - Towns Fund Public Consultation Feedback and Discussion
- 5. Reports Back from Delivery Group**
 - 5.1 Reports Back from Delivery Group**
 - 5.1.1 Succeed in Ashfield – Martin Rigley**
 - 5.1.2 Love where you Live – Liz Barrett**
 - 5.1.3 More to Discover – Darron Ellis**
 - 5.1.4 Be Healthy, Be Happy – Pete Edwards**
 - 5.2 Ambassador Update – Trevor Middleton/Martin Rigley**
- 6. Board Member Updates - ALL**
- 7. Any Other Business - ALL**
- 8. Date of Next Meeting**
 - Friday 24th July at 9am – Venue to be agreed.

MINUTES OF DISCOVER ASHFIELD ANNUAL GENERAL BOARD MEETING

**Meeting held at Portland College
 On Wednesday 22nd April 2020 at 9:00am**

PRESENT:

Andrea Stone	Ashfield District Council (Supporting Officer)
Chloe O'Donnell	Idlewells Centre
Cllr John Wilmott	Hucknall Elected Member
Cllr Matthew Relf	Ashfield District Council – Portfolio Holder, Planning & Regen
Darowen Jones	Ashfield District Council (Supporting Officer)
David Ainsworth	NHS
Edward Johnstone	Portland College – Assistant Principal
Gary Jordan	Mansfield and Ashfield 2020 – Chair
Katherine Green	Ashfield District Council Comms (Supporting Officer)
Liz Barrett	Academy Transformation Trust FE
Louise Knott	West Notts College (VICE CHAIR)
Martin Rigley	Lindhurst Engineering (CHAIR)
Pete Edwards	Health & Wellbeing Chair
Prof. Mark Biggs	NTU – Pro Vice-Chancellor & Head of College
Rachel Quinn	D2N2 LEP
Sarah Daniel	Ashfield District Council (Supporting Officer)
Teresa Jackson	Action Voluntary Action – Mansfield
Theresa Hodgkinson	Ashfield District Council – Director
Trevor Middleton	Ashfield District Council

MINUTES:

Lindsey Kenworthy Executive Project Assistant

APOLOGIES:

Callum Par	Youth Major
Carol Cooper-Smith	Ashfield District Council
Cllr Christian Chapman	Ashfield District Council – Scrutiny Rep
Cllr Helen-Ann Smith	Ashfield District Council – Deputy Leader
Cllr Jason Zadronzy	Annesley and Felley Parish Council
Darron Ellis	More to Discover Theme Lead
David Jackson	East Midlands Outlet – Centre Manager
Fiona Anderson	NTU
Gary Baird	Disability Nottinghamshire
Jon Ball	Ashfield Chad
Kathryn Stacey	Citizens Advice Ashfield -CEO
Lee Anderson, MP	MP for Ashfield and Eastwood
Mark Spencer, MP	MP for Sherwood
Nicola McCoy-Brown	Notts County Council – Group Manager Growth & Development
Robert Orgill	Rolls Royce
Simon Martin	Academy Transformation Trust Sutton Academy - Principal
Tom Goshawk	D2N2 LEP – Head of Capital Programmes
Vicki Dyer	DWP – District Operations Lead
Will Morlidge	D2N2 Representative

	Action	Lead
1.	Welcome/Introductions and Apologies	
	The Chair, Martin Rigley welcomed everyone to the virtual meeting and discussed virtual etiquette. Apologies were received and noted with Sally Gill being the Nottinghamshire County Council representative instead of Nicola McCoy-Brown. Derek Higton will be the representative for NCC moving forward.	LiK
2.	Minutes of Previous Meeting 26th February 2020 and Matters Arising	
2.1	Minutes of meeting 26 th February were agreed with two amendments being made to item 8.1 on the minutes which had been received from Dr Steve Wallace and also the numbering after 8.1 needs to be adjusted.	LiK
2.2	Matters Arising	
2.2.1	8.1 Minute Item – Sherwood Observatory Development - Bridging Finance to remain as an outstanding item: <ul style="list-style-type: none"> Bridging Finance was discussed and Councillor Relf believes this is still available and would investigate. <p>It was also noted that timescales for the Sherwood Observatory Development are likely to change due to the current pandemic situation.</p>	Cllr Relf
2.2.2	8.4 Minute Item – Callum Parr will be invited to join the meeting when safe to do so.	LiK/LB
2.2.3	8.5.4 Minute Item – Be Healthy, Be Happy – arrangements are being made for Lucinda Davidson, Nottinghamshire County Council to carry out the Wellbeing at Work presentation.	LiK/AMS
3	Declarations of Interest	
	Declarations of interest received from Martin Rigley and Liz Barrett in relation to Item 4 – Sherwood Observatory item.	
4	Funding/Board Support	
	Service Manager for Place and Wellbeing, Sarah Daniel provided a synopsis of the report that was circulated with the agenda. No issues were raised but the following was noted: <ul style="list-style-type: none"> Consultation with the public commenced on 20th April this will be carried out virtually for 6 weeks. All are asked to share and encourage people to take part in the survey. Consultation will be shared via the usual media channels our website, Discover Ashfield website, Facebook, Twitter to encourage participation. Sherwood Observatory Science Discovery Centre and Planetarium – Mansfield and Sutton Astronomical Society (MSAS) have requested help from Ashfield District Council with regards to co-funding their bid to the Heritage Lottery Fund for the observatory development. Councillor Relf proposed and Pete Edwards seconded the agreement to award the £11k co-funding. Towns Fund Phase 1 – was discussed and it was agreed that Chimera will undertake phase 1 which will provide information on current employment and skill development. Agreement to commission Chimera to carry out consultancy work for Phase 1 was proposed by Gary Jordon 	SD
		SD

	Chairman of Mansfield and Ashfield 2020 and seconded by Professor Mark Biggs of Nottingham Trent University. Nottingham Trent University, West Notts College, Mansfield and Ashfield 2020 will all be consulted with as part of phase 1.	
	<ul style="list-style-type: none"> A question was raised about whether the Government will still be able to award the funding for the Towns Fund due to the current situation on the economy. It was noted that MP's have stated that the Towns Fund money is secure and will be allocated to authorities. 	
	<ul style="list-style-type: none"> GIS Mapping system will produce a picture of where we are now and where we will be in the future. This will be a great piece of work and useful moving forward to reviving and invigorating the towns. 	
	<ul style="list-style-type: none"> Future High Street Fund, Sutton – it was noted that there has been an extension to the submission date of one month; original submission date 30th June now July 31st. 	
5.	Reports Back from Delivery Group	
5.1	Action Plan	
	Sarah Daniel, Service Manager for Place and Wellbeing provided an update on the Delivery Plan. All noted and received the updated action plan.	
5.1.2	Succeed in Ashfield	
	Martin Rigley, Theme Lead provided a verbal update with the following being noted:	
	<ul style="list-style-type: none"> Following the Delivery Group meeting in April Ambassadors have been contacted to offer support but to also see if any of the Ambassadors can offer support during the pandemic. Have had a great response and there is now a referral system in place. 	
	<ul style="list-style-type: none"> Ashfield has paid out to lots of businesses from the Government Business grant scheme. There are still businesses that do not meet the grants criteria, this is being looked at by the Government and once information is known this will be shared. 	
	<ul style="list-style-type: none"> Gary Johnson Chair of Mansfield and Ashfield 2020 offered support to businesses should they require it. Referrals to be sent to Gary. 	
5.1.3	Love Where You Live	
	Liz Barrett, Theme Lead reported that at present work is continuing in the back ground but the focus has been to help support the community. The following was noted:	
	<ul style="list-style-type: none"> Sutton Academy has turned into a food bank and 44 parcels were taken out into the community. 	
	<ul style="list-style-type: none"> Activity packs are being sent out to families. 	
	<ul style="list-style-type: none"> Liz Barrett is liaising with Trevor Middleton to discuss having angel wings within Sutton to honour those who have lost their lives to Covid19. This is ongoing at present. 	LB
	<ul style="list-style-type: none"> Teresa Jackson, Manager of AVA updated that AVA has been supporting the whole of Ashfield with food, phone calls, prescription collections, shopping etc. The response from the community has been outstanding and there are lots of local volunteers who have provided support. 	
	<ul style="list-style-type: none"> Rumbles catering taking meals out to the community. 	
	<ul style="list-style-type: none"> Edward Johnson, Assistant Principal at Portland College offered support to the community with regards to sandwiches as they are still operating 	

	and can have surplus supplies so would be happy to support the community.	
5.1.4	More to Discover	
	Apologies were received from Darron Ellis, Theme Lead but it was noted that background work is still taking place by Darron with local communities.	
5.1.5	Be Healthy, Be Happy	
	Pete Edwards, Theme Lead provided an update with the following being noted:	
	<ul style="list-style-type: none"> Discussions took place on domestic violence and that this is a particular area of concern. Pete Edwards raised about what support is in place for Ashfield. Theresa Hodgkinson informed that Ashfield's Community Safety Team are working closely with the Police – this helps due to the Police now being based at Ashfield District Council Offices at Urban Road. 	
	<ul style="list-style-type: none"> Councillor Wilmott, Hucknall Ward Member informed that there are lots of community work happening throughout Hucknall and that groups such as the U3A would love to help if there is a need. 	
5.2	Ambassador Update	
	<p>It was noted that there are approximately 66 Ambassadors now registered. A newsletter has been sent out to all Ambassadors and others will follow. There is a need to make it more personable and it was noted that a local heroes section would be great so that the community can be celebrated. It was noted that Pete Edwards and Teresa Jackson had not received a copy. Trevor Middleton to check the database.</p> <p>Martin Rigley, Chair will liaise with the lead at West Notts College and more this forward to get another newsletter out.</p>	<p>TM</p> <p>MR</p>
6	Board Member Reports	
	Nothing to report.	
7	Any Other Business	
7.1	PPE Equipment	
	Martin Rigley, Chair informed that the PPE Campaign actually started in Ashfield and then roled out to other areas. This is a great achievement producing around 60k worth of essential equipment.	
7.2	Mansfield Radio	
	It was noted that there had been a question and answer session on Mansfield Radio which was useful for businesses. Noted that this may be something that Ashfield could look at in the future.	
8	Date of Next Meeting	
	Wednesday 24th June 2020 at 9am Venue: TBC	

**Towns funding update
24th June 2020****TOWNS FUND****Partner engagement**

Meetings have taken place with Nottingham Trent University and Inspire and we have met County Council officers to discuss potential cycling and walking routes. Other county council responses/ project ideas coordinated through the NCC economic development team have also been received.

Public consultation

The member and public web-based consultation closed on 31st May, with 847 responses for Sutton and 524 for Kirkby - c.4% response rate. The results of the consultation were presented to Ashfield District Council members in June and members voted on which projects they wanted to include within the Investment Plan. An overview of the results and members voting will be provided at the Board meeting for discussion.

Skills and Enterprise Infrastructure theme

Chimera Consulting were appointed to undertake work for this theme and are making good progress, liaising with partners including NTU, MA2020, Nottinghamshire County Council and education providers. The work will provide an audit of the current provision for employment and skills development activity, clarification of local needs and issues, understanding employers' needs and testing emerging ideas. This work is due for completion by 3rd July, with the potential for a second phase of work to develop and cost project ideas. A proposal is being costed by the consultant and it would take 4-6 weeks to complete the work.

Government guidance and support

Further guidance on the Towns Fund was published in mid-June:

<https://www.gov.uk/government/publications/towns-fund-further-guidance>

An overview of the guidance will be presented at the meeting.

Support is being provided through BEIS with an officer designated for Kirkby and Sutton, Melanie Phythian. Meetings are being held with D2N2 partners every one to two months. Digital connectivity will be discussed at the next meeting on 25th June and whether there is potential to commission consultancy work across the D2N2 area. It was emphasised at the meeting in May that low carbon/ clean growth would be expected to be a focus for capital projects included within Investment Plans.

The Towns Fund Delivery Partnership, who will be providing the commercial support element for the Towns Hub have been appointed and we are due to have an initial meeting with them by mid-July.

Next steps

Work is starting in late June on preparing consultant briefs for capital projects which will be included within the Investment Plan. The consultancy work will provide high-level costings

and outputs. The brief will be sent to frameworks we are already working with on other projects and the Towns Fund Delivery Partnership to determine best value.

Capacity funding budget update

Kirkby	Amount	Status
Masterplan	£6,000	Spent
Consultation	£352	Spent
Chimera Consulting	£7,150	Approved by DA Board 22.4.20
Total	£13,502	
Remaining (£162,019)	£148,517	
Sutton		
Sherwood Observatory, 1 st stage HLF bid	£11,000	Approved by DA Board 22.4.20
Consultation	£352	Spent
Chimera Consulting	£7,150	Approved by DA Board 22.4.20
Total	£18,502	
Remaining (£162,019)	£143,517	

FUTURE HIGH STREETS FUND

The consultant team have been developing the schemes for the sites in Sutton and have been working on the economic cases. A meeting was held with the Council's leadership in early June to discuss the latest proposals from the architects and information from the commercial consultants, with the following agreed for each site:

Fox Street – It was agreed that residential development was not suitable at this time due to the site location and the enclosed nature of the site. An alternative option of providing a public car park/ space for pop-up food stalls is being developed to bring a vacant plot back into use, keeping the site available should the Lloyds Bank building fronting on to Portland Square become available. The scheme would create a strong pedestrian link from Fox Street to the square and would use high quality materials with tree planting and electric vehicle charging.

Brook Street - The option of maker space at ground floor level, with two floors of residential above was chosen, as there was concern over providing incubation space which may be difficult to let and would compete with the offer on High Pavement.

Low Street - The commercial agents have been approaching property owners and are expanding their search to include the former Barclays Bank building and other properties at the end of Low Street towards the Old Market Place.

Market Place new build – commercial at ground level, residential to the rear at ground floor and two floors above. We are continuing to develop ideas for the ground floor use as a potential leisure offer. This could potentially be offered at lower rent to attract a tenant due to the income from the residential development.

Sutton Academy theatre and café/ bar –the academy have agreed to run the facility as part of their out of hours offer and the Council would retain oversight via a management committee. We are currently working on Heads of Terms and outline programming for the facility to include in the business case submission.

The consultants will aim to have a final draft of the business case completed by the end of June and we are on target for the submission deadline of 31st July.

A report is being taken to the Council's Cabinet in June to agree the submission of the FHSF business case, report progress on the Towns Fund and to seek delegated authority for submission of the Investment Plan.

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