



DISCOVER ASHFIELD BOARD MEETING

**Friday 18th June 2021
9:00am – 9:15am start**

Virtual Meeting via Microsoft Teams

Attendees

| Name | Position on Board | Position/Organisation | Apologies |
|------------------------|-------------------------------------------------|------------------------------------------------------------------------------------|-----------|
| Martin Rigley MBE | Chair / Theme Lead – Succeed in Ashfield | Managing Director, Lindhurst Engineering | ✓ |
| Louise Knott | Vice Chair | Vice Principal, West Nottinghamshire College | ✓ |
| Darron Ellis | Theme Lead – More to Discover | Historian, Sutton Living Memory Group | X |
| Liz Barrett | Theme Lead – Love Where You Live | Principal, Academy Transformation Trust Further Education (ATTFE) | ✓ |
| Pete Edwards | Theme Lead – Be Happy, Be Healthy | Chair, Ashfield Health and Wellbeing Partnership | ✓ |
| Callum Parr | Board Member | Youth Council Leader, Ashfield District Youth Council | X |
| Carol Cooper-Smith | Board Member | Chief Executive, Ashfield District Council | X |
| Chloe O'Donnell | Board Member | Shopping Centre Manager, Idlewells Shopping Centre | X |
| Cllr Christian Chapman | Board Member | Scrutiny Rep, Ashfield District Council | X |
| Cllr Helen-Ann Smith | Board Member | Deputy Council Leader, Ashfield District Council | X |
| Cllr Daniel Williamson | Board Member | Annesley and Felley Parish Council | X |
| Cllr Matthew Relf | Board Member | Portfolio Holder, Planning & Regen, Ashfield District Council | ✓ |
| David Ainsworth | Board Member | Locality Director of Nottinghamshire Clinical Commissioning Group, NHS | X |
| David Jackson | Board Member | Centre Manager, East Midlands Designer Outlet | X |
| Edward Johnstone | Board Member | Assistant Principal (Development), Portland College | ✓ |
| Fleur Gladden | Substitute for David Ainsworth | Programme Support Administrator, Nottinghamshire Clinical Commissioning Group, NHS | ✓ |
| Fiona Anderson | Board Member | Head of Civic Engagement, Nottingham Trent University (NTU) | ✓ |
| Frank Horsley | Substitute for Rachel Quinn | Head of Business and Innovation, D2N2 | ✓ |
| Gary Jordan | Board Member | Chair, Mansfield and Ashfield 2020 | ✓ |
| Julia Terry | Board Member | Development Worker, Transforming Notts Together | X |
| Kathryn Stacey | Board Member | Chief Executive, Citizens Advice Ashfield | ✓ |
| Lee Anderson, MP | Board Member | MP for Ashfield and Eastwood | ✓ |
| Mark Spencer, MP | Board Member | MP for Sherwood | X |
| Melanie Phythian | Observer | Towns Fund Policy Advisor, Cities & Local Growth Unit | ✓ |
| Peter Gaw | Board Member | Chief Executive Officer, Inspire: Culture, Learning and Libraries | ✓ |
| Rachel Quinn | Board Member | Head of People & Skills, D2N2 LEP | X |
| Robert Orgill | Board Member | Property Manager EMEA, Rolls Royce | X |
| Simon Martin | Board Member | Vice Principal, Academy Transformation Trust Further Education (ATTFE) | ✓ |
| Teresa Jackson | Board Member | Chief Officer, Ashfield Voluntary Action | ✓ |
| Theresa Hodgkinson | Board Member | Director of Place and Communities, Ashfield District Council | ✓ |
| Tim Brown | Substitute for Viki Dyer | Partnership Manager, Job Centre Plus | ✓ |

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| Viki Dyer | Board Member | District Operations Lead, Department of Work and Pensions | X |
| Andrea Stone | Supporting Officer | Health and Wellbeing Manager, Ashfield District Council | X |
| Katherine Green | Supporting Officer | Senior Communications Officer, Ashfield District Council | ✓ |
| Lana Mills | Secretary / Supporting Officer | Discover Ashfield Project Officer, Ashfield District Council | ✓ |
| Matthew Neal | Supporting Officer | Service Director of Investment and Growth, Nottinghamshire County Council | ✓ |
| Paul Crawford | Supporting Officer | Senior Regeneration Officer, Ashfield District Council | ✓ |
| Sarah Daniel | Supporting Officer | Interim Service Manager for Place and Wellbeing, Ashfield District Council | ✓ |
| Tracey Bird | Supporting Officer | Health and Wellbeing Officer, Ashfield District Council | ✓ |
| Trevor Middleton | Supporting Officer | Town Centres and Markets Manager, Ashfield District Council | X |

Minutes

| Agenda Item | | |
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| 1 | Welcome / Introductions / Apologies | |
| | The Chair, Martin Rigley welcomed everyone to the virtual meeting. | |
| | Apologies were received and it was noted that: | |
| | <ul style="list-style-type: none"> Fleur Gladden was the substitute for David Ainsworth Frank Horsley was the substitute for D2N2 Tim Brown was the substitute for Viki Dyer | |
| 2 | Review of Previous Meeting - Friday 21st May 2021 | |
| 2.1 | Board Meeting Minutes | |
| | Board minutes were agreed as a true and accurate record. | |
| 2.2 | Action Log | |
| 2.2.1 | Completed Actions | Lead |
| 2.2.1.1 | D2N2 Representative for Towns Fund Business Case Assurance Subgroup (21.05.2021, Minute – 5.2.2) Frank Horsley will represent D2N2 on the Towns Fund Subgroup. | TG |
| 2.2.1.2 | Towns Fund Engagement Group (21.05.2021, Minute – 5.2.3) All partners had nominated a representative from their organisations to sit on the Engagement Group. Nominations were emailed to Lana Mills. | LK / LB / PG / FA / TJ / EJ / PL |
| 2.2.1.3 | Mansfield and Ashfield Cultural Compact (21.05.2021, Minute – 8) Liz Barrett and Martin Rigley have both nominated themselves to represent Discover Ashfield at the Mansfield and Ashfield Cultural Compact. Fiona Anderson to raise internally at NTU the possibility of having Anna Kerr from Ashfield Voluntary Action on the compact group. | LB / MR FA / TJ |
| 2.2.1.4 | Love Where You Live Litter Picking (21.05.2021, Minute – 6.2) Liz Barrett to follow up the litter picking actions as part of the Love Where You Live Project Group. Actions have been moved over to the LWYL action plan. | LB / KG EJ / LB LK / LB / JT |
| 2.2.2 | Actions (Includes actions from below minutes) | |
| 2.2.2.1 | COVID-19 Recovery Plans (16/04/2021, Minute - 6.4) Theresa Hodgkinson to liaise with Pete Edwards regarding the Council's COVID-19 recovery plans for the community. | TH / PE |

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| 2.2.2.2 | <p>Hucknall Representatives (18.06.2021, Minute – 6.2)</p> <p>The Chair Martin Rigley, Cllr Relf and Lana Mills to discuss the above.</p> <p>Lee Anderson, MP noted that he could ask Mark Spencer, MP at their next meeting together about the possibility of him attending a future DA meeting.</p> <p>Fiona Anderson and Liz Barrett to link up regarding Hucknall schools.</p> | <p>MR / LM / CMR</p> <p>LA, MP</p> <p>FA / LB</p> |
| 2.2.2.3 | <p>Board Meeting Times (18.06.2021, Minute – 6.2)</p> <p>Lana Mills to change Board Meeting start times from 9:00 – 9:15am, to 9:00am – 9:05am.</p> | <p>LM</p> |
| 3 | <p>New Declarations of Interest</p> | |
| | <p>The following declarations were noted in relation to the Towns Fund and the Future High Streets Fund projects:</p> | |
| | <ul style="list-style-type: none"> • Martin Rigley, Chair and Theme Lead for Succeed in Ashfield <ul style="list-style-type: none"> - Sherwood Observatory (Chair of the Board) - Sutton Academy Theatre Project (Board Member) | |
| | <ul style="list-style-type: none"> • Louise Knott - Vice Chair <ul style="list-style-type: none"> - Colleges/further education projects (Vice Principal, Vision West Notts College) - Construction and Civil Engineering Centre project (Vice Principal, Vision West Notts College) - Automated Distribution and Manufacturing Centre (Vice Principal, Vision West Notts College) - Learning in Skills Project (Vice Principal, Vision West Notts College) - Community Renewal Fund (Vice Principal, Vision West Notts College) | |
| | <ul style="list-style-type: none"> • Liz Barrett, Theme Lead for Love Where You Live <ul style="list-style-type: none"> - College/further education projects (Principal, ATTFE) - Construction Centre project (Principal, ATTFE) - Sutton Academy Theatre Project (Principal, ATTFE) - Sherwood Observatory (Board Member) - Community Renewal Fund (Principal, ATTFE) | |
| | <ul style="list-style-type: none"> • Pete Edwards, Theme Lead for Be Happy, Be Healthy <ul style="list-style-type: none"> - Sutton Academy Theatre Project (Chair of Governors, Sutton Academy) | |
| | <ul style="list-style-type: none"> • Fiona Anderson, Board Member <ul style="list-style-type: none"> - The Towns Fund; in particular in the ADMC project, Enterprising Ashfield Project. (Head of Civic Engagement, NTU) - Community Renewal Fund (Head of Civic Engagement, NTU) | |
| | <ul style="list-style-type: none"> • Simon Martin, Board Member <ul style="list-style-type: none"> - College/further education projects (Vice Principal, ATTFE) - Construction centre projects (Vice Principal, ATTFE) - Sutton Centre Theatre Project (Vice Principal, ATTFE) - Community Renewal Fund (Vice Principal, ATTFE) | |
| | <ul style="list-style-type: none"> • Peter Gaw, Board Member <ul style="list-style-type: none"> - Construction Centre (CEO, Inspire) | |

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| | <ul style="list-style-type: none"> - Library Innovation Centres (CEO, Inspire) - Community Renewal Fund (CEO, Inspire) |
| 4 | Funding Update |
| 4.1 | Towns Fund (TF) |
| | Cllr Relf reiterated the Towns Fund announcement that came on June 8 th 2021; £62.6 million had been secured for Ashfield as part of the government's Towns Fund. |
| | The Board took time to reflect on how this funding will regenerate Ashfield, revitalise the town centres, provide real and long-lasting change in our area, and bring many fantastic opportunities to the whole of the District. |
| | Cllr Relf noted that this successful outcome was a testament to the efficient partnership work taking place through Discover Ashfield. |
| | The Chair Martin Rigley and Cllr Relf particularly wanted to thank the Discover Ashfield board members for their contributions and support towards the Towns Fund bid, and Sarah Daniel and Paul Crawford at Ashfield District Council for all their work in developing the Towns Fund bid. |
| 4.2 | Towns Fund (TF): Next Steps |
| | Cllr Relf discussed the next steps in the Towns Fund process: |
| | <ul style="list-style-type: none"> • There would be no project prioritisation process because Ashfield has been successful in securing the full funding award. |
| | <ul style="list-style-type: none"> • Business cases would now need to be developed for each of the projects and this process will happen over the next 12 months. |
| | <ul style="list-style-type: none"> • The Towns Fund Business Subgroup will then oversee each of the business cases for the projects and make recommendations to the Board. |
| | <ul style="list-style-type: none"> • The team's plan is to submit the business cases for the projects to MHCLG in three or four batches over the next 12 months rather than submit them all at once. |
| | <ul style="list-style-type: none"> • The business cases for the larger projects, such as the ADCM (Automated Distribution and Manufacturing Centre,) will most likely be finalised and submitted in the later stages of the business case process. |
| | <ul style="list-style-type: none"> • The business cases for the smaller projects will most likely be finalised and submitted in the earlier stages of the business case process. |
| | <ul style="list-style-type: none"> • The government reserves the right to request any of the business cases for further analysis at any time. |
| | <ul style="list-style-type: none"> • The Heads of Terms confirms that the business case for the ADCM project will definitely be reviewed by government due to the size and scale of the project. |
| 4.3 | Towns Fund (TF): Towns Fund Business Subgroup Members |
| | The Chair Martin Rigley gave the following update: |
| | <ul style="list-style-type: none"> • The Towns Fund Subgroup will include the followings members: <ul style="list-style-type: none"> - Chloe O'Donnell, Shopping Centre Manager, Idlewells Shopping Centre - David Harper, Head of Economic Programmes, Nottingham Trent University - Frank Horsley, Head of Business and Innovation, D2N2 LEP - Louise Knott, Vice Principal, Vision West Notts College - Simon Martin, Vice Principal, Academy Transformation Trust Further Education - Christopher Baron, Constituency Office Manager, Ashfield & Eastwood MP's Office - Martin Rigley, Chair, Discover Ashfield Board - Cllr Matthew Relf, Portfolio Holder, Planning & Regen, Ashfield District Council |
| | Sarah Daniel noted that a letter will be sent out to board members who have nominated a substitute to represent them at this subgroup. The letter will ask the |

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| | board member to confirm their consent in writing for the nominated substitute to vote for their organisation on their behalf. |
| | Sarah Daniel noted that she would organise an initial meeting and create a Terms of Reference document for the subgroup and bring to a future board meeting. |
| 4.4 | Towns Fund (TF) Continued |
| | Sarah Daniel referred to the Towns Funding Update (Appendix 1) and particularly highlighted the following: |
| | <ul style="list-style-type: none"> The team will send MHCLG more details by the end of June with regards to the business case batches and their anticipated time frames. |
| | <ul style="list-style-type: none"> *Comment* Melanie Phythian noted that MHCLG has a quarterly payment schedule and officers should be mindful of this when planning their submission dates for the business case batches. Melanie said that by planning the batches in accordance with the payment schedules the team are more likely to receive the funds more promptly. |
| | <ul style="list-style-type: none"> There are three project conditions outlined in the Heads of Terms agreement which will need to be met. The conditions relate to the Visitor Digital Offer and the ADMC. (Please see Appendix 1 for more details) |
| | The Board were asked to vote on the following proposal: |
| | <ul style="list-style-type: none"> Proposal 1: Agree that the Chair of the Board signs the Heads of Terms for the Kirkby and Sutton Town Deal. |
| | <ul style="list-style-type: none"> Verdict: The Board agreed, there were no objections. |
| 4.5 | Towns Fund: The Towns Fund Engagement Group |
| | Lana Mills gave the following update regarding the Towns Fund Engagement Group: |
| | <ul style="list-style-type: none"> Pete Edwards, Theme Lead for Be Healthy, Be Happy had kindly volunteered to be the Engagement Lead for the group. Pete being the Chair of Ashfield Health and Wellbeing Partnership would bring a great angle to the group from a health and wellbeing perspective. |
| | <ul style="list-style-type: none"> The Engagement Group will include the followings members: |
| | - Pete Edwards, Theme Lead for Be Healthy, Be Happy |
| | - Lana Mills, Discover Ashfield Project Officer, Ashfield District Council |
| | - Katherine Green, Senior Communications Officer, Ashfield District Council |
| | - Katie Barrett, Head of Learner Experience, Academy Transformation Trust Further Education |
| | - Charlotte Birch, Business Support Officer, Academy Transformation Trust Further Education |
| | - Ella McManus, Operations Director, Mansfield and Ashfield 2020 |
| | - Richard Skelhorn, Communications Manager, Vision West Notts College |
| | - Amy Fox, Marketing Manager, Portland College |
| | - Leanne Monger, Deputy Locality Director – Mid Nottinghamshire, Primary Care Networks / Nottinghamshire CCG |
| | - Paula Longden, Deputy Locality Director – Mid Nottinghamshire, Primary Care Networks / Nottinghamshire CCG |
| | - Sharon Elliott, Communications and Marketing Manager, Inspire |
| | - Christine Glover, Head of Communications, NTU |
| | - Kay Knowles / Rob Harding, Communications, D2N2 |
| | - Teresa Jackson, Chief Officer, Ashfield Voluntary Action |
| | <ul style="list-style-type: none"> An initial meeting between the group will be set up in the coming weeks and we will be working to pinpoint the stakeholders we will reach collectively, as well as the publications each organisation produces. |
| | <ul style="list-style-type: none"> The Engagement Pledge is currently in development and as discussed at the previous board meeting, we will be asking each organisation involved in Discover Ashfield to display this on their website. |

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| 5 | Reports Back from Delivery Group |
| 5.1 | Succeed in Ashfield |
| | Martin Rigley, Theme Lead provided the following update: |
| | <ul style="list-style-type: none"> • Towns Fund – Continues to attend Towns Fund meetings and workshops, recently attended the Towns Fund Leadership Training course and Towns Fund Showcase meeting. |
| | <ul style="list-style-type: none"> • External Boards – Continues to represent Discover Ashfield at a number of external boards including the East Midlands Chamber of Commerce, D2N2 Growth and Innovation and Make UK. |
| | <ul style="list-style-type: none"> • Secondary Schools and Businesses Partnership – A meeting took place on May 26th 2021 to discuss the partnerships' next steps. Lots of volunteers from the partnership came forward to be a part of the steering group to develop the initial draft of the Ashfield Careers Plan. The aim for this plan is to make work experience processes more cohesive across the District and easier for both schools and businesses to follow. |
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| 5.2 | Love Where You Live (LWYL) |
| | Liz Barrett, Theme Lead provided the following update: |
| | <ul style="list-style-type: none"> • Discover Ashfield Primary Schools Subgroup – Has contacted as many primary schools as possible to promote the positive news about the Towns Fund and the impact this funding will have on young people in Ashfield. |
| | <ul style="list-style-type: none"> • Love Where You Live Boards – The primary schools involved are currently working on their drawings and the schools will send their art over in July. The drawings from each school will be collated into collages and displayed on boards in Hucknall, Sutton and Kirkby as part of the Ashfield Art Trail 2021. |
| | <ul style="list-style-type: none"> • Love Where You Live Litter Picking – This is a new focus for the theme and the LWYL project group are currently helping to develop this initiative. |
| | <ul style="list-style-type: none"> • Hucknall – Both Liz Barrett and Cllr Relf noted that Discover Ashfield needed more representatives from Hucknall, and the Board agreed. It was confirmed that Mark Spencer MP is invited to Board meetings and sent agendas and minutes |
| | <ul style="list-style-type: none"> • New action - Please see Action Log – 2.2.2.2 |
| | |
| 5.3 | More to Discover |
| | Apologies were received from Darron Ellis and Lana Mills gave the following update: |
| | <ul style="list-style-type: none"> • More to Discover Project Group – Had a meeting on 17th June 2021 and the areas have put forward some names and locations for consideration for blue plaques. The project group have kindly created some profiles of Ashfield Legends which we would like to upload to the new DA website. |
| | <ul style="list-style-type: none"> • *Comment* Cllr Relf said that the projects being developed in this theme need to also feed through the Towns Fund projects such as the Visitor Digital Offer. |
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| 5.4 | Be Healthy, Be Happy |
| | Pete Edwards, Theme Lead provided the following update: |
| | <ul style="list-style-type: none"> • New Partnership - Will be chairing a new group in Hucknall. |
| | <ul style="list-style-type: none"> • Ashfield Health and Wellbeing Partnership – Currently in the process of developing the strategic plan for the partnership. This plan will be brought back to the group once created. |
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| 5.5 | Primary Care Network Update |

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| | Fleur Gladden provided a written Primary Care Network (PCN) Update which can be viewed in Appendix 2. |
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| 6 | Discover Ashfield Officer Update |
| 6.1 | Board Agenda Proposal |
| | The Board were asked to vote on the following proposal by Lana Mills: |
| | <ul style="list-style-type: none"> • Proposal 1: Agree to add a 'Partnership Update' to the Board agenda every other month which provides the opportunity for the Discover Ashfield Board to link with other partnerships in the District and other Ashfield partnerships to link in with Discover Ashfield. |
| | <ul style="list-style-type: none"> • Verdict: The Board agreed, there were no objections. |
| 6.2 | Discover Ashfield Summer Newsletter |
| | Lana Mills thanked partners who contributed content for the Discover Ashfield Summer newsletter and noted that the newsletter was currently being worked on by a West Notts College student and would be out in the coming weeks. |
| | The Autumn newsletter is due to go out in September. |
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| 6.3 | Making New Connections |
| | Lana Mills noted that she was currently making new connections with: |
| | <ul style="list-style-type: none"> • The Notts Festival of Science and Curiosity and is keen to promote this festival through Discover Ashfield as well as help them engage schools in their festival. • Decisionz Magazine who create a free, in-depth careers magazine for schools in Nottinghamshire and Derbyshire. |
| | |
| 7 | Mansfield and Ashfield Cultural Compact |
| | Martin Rigley gave the following background on the Cultural Compact: |
| | <ul style="list-style-type: none"> • Liz Barrett and Martin Rigley have both nominated themselves to represent Discover Ashfield at the Mansfield and Ashfield Cultural Compact. |
| | |
| 8 | Board Member Updates |
| 8.1 | #WeMakeITPossible & Digital Skills - Gary Jordan |
| | Gary Jordan highlighted the Government's announcement about the educational catch up programme and noted that digital poverty is still a huge barrier that exists around Ashfield and Mansfield. Therefore, the campaign #WeMakeITPossible is having a relaunch this summer and volunteers will be collecting as many laptops and IT equipment as possible. Vision West Notts College tech are helping to refurbish some of the IT equipment they collect. |
| | Teresa Jackson noted that she has a set of old computers on her site but had been told previously they could not be reused as the programmes were so old. Teresa asked whether Gary's campaign would make use of them. |
| | Gary said that it depends but if the computers are not deemed be fit for purpose for families, the college would be able to use the computers for parts. |
| | Simon Martin noted that ATTFE will be developing a central digital skills curriculum in September and would like to collaborate with Gary on this initiative if fit to help tackle digital skills poverty in Ashfield. |
| | Louise Knott noted that Vision West Notts College has been developing a package of online training for digital skills with other D2N2 colleges and said that she will report back to see whether she could share this information with partners at ATTFE. |
| 8.2 | D2N2 Manufacturing and Advisory Panel - Frank Horsley |
| | Frank Horsley announced that Martin Rigley, Discover Ashfield Chair will also be sitting on D2N2's Manufacturing and Advisory Panel. The panel will be meeting in a couple of weeks times and will be working with partners such as Make UK to focus on how SMEs will adopt digital technologies. |

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| 9 | Any Other Business |
| | Proposal: Board meetings to start from 09:00am – 09:05am, rather than 09:00am – 09:15am. |
| | Verdict: The Board agreed, there were no objections. |
| | New action - Please see Action Log – 2.2.2.3 |
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| 10 | Date of Next Meeting |
| | Friday 16 th July 2021, 9.00am - 9.05am start. |
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Appendix 1

Discover Ashfield Board, 18th June 2021, Towns Funding Update

Future High Streets Fund

The formal funding announcement was made in late May. Project planning and development is underway, with a project manager appointed.

Towns Fund

1. Heads of Terms
2. Business Case Assurance
3. Community and Stakeholder Engagement
4. Programme Delivery
5. Partnership-led projects

1. Heads of Terms & written confirmation

Following the announcement of Kirkby and Sutton's Towns Fund Deal on 8th June we have until 29th June to sign and return the Heads of Terms (HoT) for the deal. The HoT will need to be signed by the Chair of the Board and the Council.

The Heads of Terms are attached for information. They contain three project conditions:

Visitor Digital Offer

- Ensure the local Destination Management Organisation (Visit Nottinghamshire) is aware of and involved in the planning to ensure alignment with local and national initiatives.
- Provide further detail on how the Augmented Reality App supports the project's theory of change.

Automated Distribution and Manufacturing Centre (ADMC)

- Business case to be assessed by MHCLG

The Heads of Terms also contain the following general conditions for the process and governance:

- Assurance: The business case for the Automated Distribution and Manufacturing Centre (ADMC) project to be submitted to MHCLG for assessment. The business case for other projects will be taken through Ashfield District Council, in line with local assurance processes.
- Public Sector Equalities Duty (PSED) and other assessments: Ashfield District Council will undertake programme-wide level impact assessment, relevant project-level impact assessment to meet their Public Sector Equalities Duty as well as carry out relevant Environmental Impact Assessments.

All of these conditions can be met and it is therefore recommended that the Heads of Terms are agreed and signed by the Chair of the Board.

Decision 1: Agree that the Chair of the Board signs the Heads of Terms for the Kirkby and Ashfield Town Deal

Within two months of accepting the offer, we will need to confirm in writing details of the projects being taken forward and a plan for addressing the above conditions.

2. Business Case Assurance

Further work has been undertaken on the draft Local Assurance Framework (LAF) for approval of the business cases. MHCLG will be reviewing the LAF and a final draft will be circulated to the Board and discussed at the July Board meeting.

The Towns Fund Board sub-group will review the business cases and make recommendations to the Board on approval of the business cases.

Following a request for Board member volunteers to join the sub-group seven nominations have been received. As agreed at the May Board meeting, the Chair and Vice-Chair of the board will be reviewing the submissions and the group membership will be agreed shortly.

An initial meeting will be set up for the group and a Terms of Reference will need to be produced.

External assurance

We have been working with three other councils to procure the independent assurance work required for the business cases. We have now concluded that the joint process did not provide any advantage in terms of reducing costs. We have since produced a specification for Kirkby and Sutton and are seeking prices through framework agreements.

3. Community and Stakeholder Engagement

Engagement Group

As agreed at the last Board meeting partners were asked to consider and nominate a representative from their organisations to sit on an Engagement sub-group. A number of nominations have been put forward and an initial meeting will be arranged.

Engagement pledge

The pledge will be developed over the coming weeks and a draft brought to a future Board meeting.

4. Programme Delivery

Work is ongoing to develop Council resources and to procure work from consultants to support business case development and project delivery. We will be reviewing the project programme which was submitted as part of the bid and confirming to MHCLG by the end of June the target date for submission of the business cases which will be submitted in three or four batches. We will be arranging meetings with all project partners in the coming weeks to discuss timeframes, governance and business case development.

5. Partnership-led projects

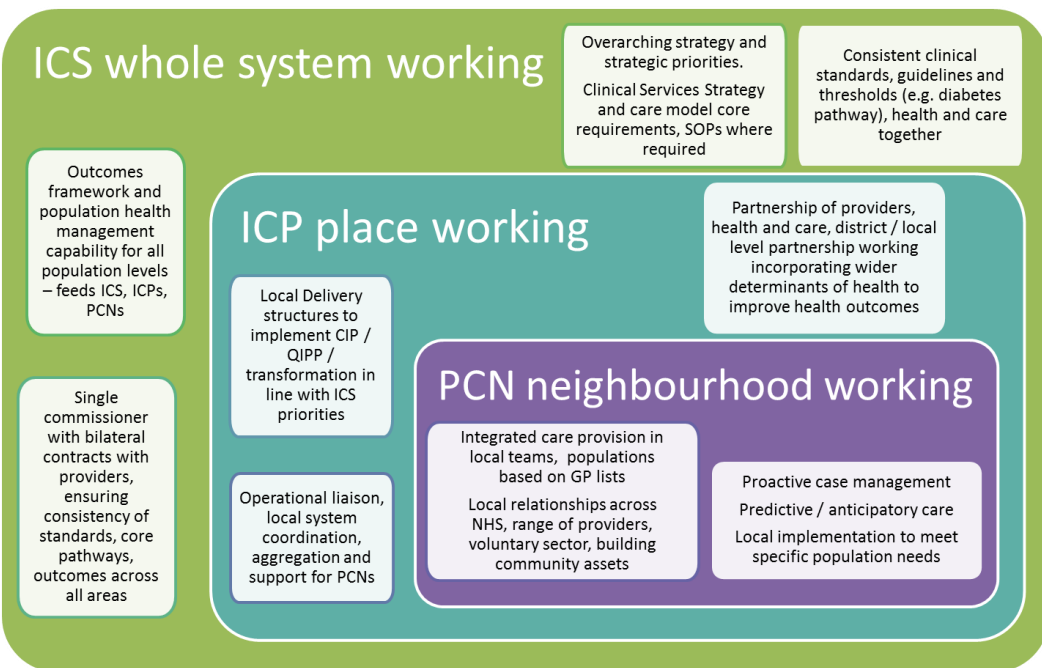
Follow up meetings will now be held for these projects with Nottingham Trent University (Enterprising Ashfield), Mansfield and Sutton Astronomical Society (Sherwood Observatory Planetarium and Education Centre) and Inspire (Library Innovation Centres) to discuss the business case development for the projects, timeframes and support required.

An overview:

- There is one ICS (Integrated Care System) covering Nottingham and Nottinghamshire excluding Bassetlaw.
- There are three ICPs (Integrated Care Partnerships); one of which is Mid Notts.
- There are twenty PCNs (Primary Care Networks) and of those, six are within the Mid-Notts ICP.

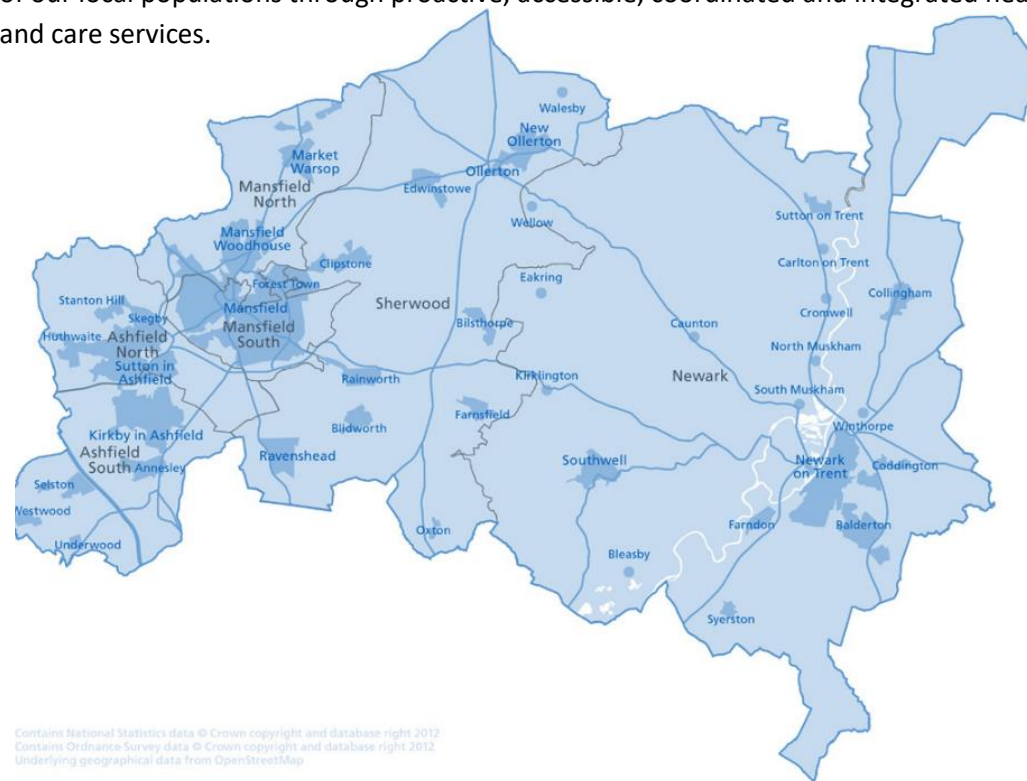
What is a PCN?

- A PCN consists of groups of General Practices working together with a range of local providers, including community services, social care and the voluntary sector. The PCN offers coordinated health and social care to their local populations.
- At Neighbourhood level, Primary Care Networks deliver integrated services to populations of around 40k – 80k. Each PCN is led by a Clinical Director.
- Under the leadership of Clinical Directors, PCNs bring multidisciplinary teams together to coordinate care and take a proactive approach to managing the health of their populations.
- ICS Vision: PCNs will be at the heart of health and care provision, improving the wellbeing of our local populations through proactive, accessible, coordinated and integrated health and care services.



Mid-Notts PCNs:

| PCN | Clinical Directors and deputies | Total Population |
|-----------------|-------------------------------------------------------|------------------|
| Ashfield North | Dr Andrew Pountney Dr Gavin Lunn | 51,161 |
| Ashfield South | Dr Junaid Dar Dr Deepa Balakrishnan | 39,705 |
| Mansfield North | Dr Khalid Butt Dr James Mills | 58,482 |
| Rosewood | Dr Milind Tadpatrikar | 48,158 |
| Newark | Dr James Cusack Dr Karen Fearn Dr Andrew Wrench | 76,855 |
| Sherwood | Dr Kevin Corfe | 60,982 |



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Contains Ordnance Survey data © Crown copyright and database right 2012
Underlying geographical data from OpenStreetMap

PCN Updates

To give every child the best start in life:

Community midwives: Across Ashfield PCNs community midwives provide care to women that are community based and collaborative. Midwives are a first contact and principal point of entry to the maternity care system. They provide continuity of care for women, and they enable access to secondary or specialist care as necessary.

Childhood Vaccinations and Immunisations: Jan 2020 to Dec 2020

| | Eligible children | Children Vaccinated | % Vaccinated |
|---------------------------------|-------------------|---------------------|--------------|
| Ashfield North & South Combined | | | |
| 12m Dtap/IPV/Hib | 886 | 852 | 96.2% |
| 24m PCV (Booster) | 911 | 855 | 93.9% |
| 24m Hib/MenC (Booster) | 911 | 851 | 93.4% |
| 24m MMR | 911 | 852 | 93.5% |
| 5yr Dtap/IPV (Booster) | 1045 | 972 | 93.0% |
| 5yr MMR (Second Dose) | 1045 | 969 | 92.7% |

Health inequalities: We have launched a Mid Nott's Health Inequalities Oversight Group. Initial focus has been on Covid vaccination equality, mobilising coordinated action, community champions and supporting the Covid vaccination bus. In addition we have launched pilot schemes to tackle fuel poverty and to support disability employment/access to work.

To promote and encourage healthy choices, improved resilience and social connection:

Covid Vaccination bus: A mobile vaccination service providing walk in appointments for priority groups and populations identified as being at risk of, or experiencing, gaps in take up when compared with the population as a whole.

Virtual Ward: provides a step down mechanism to enable earlier and safe discharge initially for Covid positive patients, using home oxygen saturation monitoring. So far, over 20 people have safely been monitored at home and discharged from home.

Flu Vaccinations: In 2020/21 330,413 Flu vaccinations were administered and recorded. This was 70% of the eligible population. Uptake in the over 65s (84%) was higher than other risk groups, which were as follows:

- 2-3 year olds 60%
- 4-11 year olds 61%
- Pregnant women 52%
- Eligible 12-64 year olds 61%

To support our population to age well and reduce the gap in healthy life expectancy:

Pulse Oximetry at home: helps to prevent hospital admissions by safely detecting early signs of deterioration. Over 100 patients have now gone through the service and safely discharged.

Care Homes: There are now 126 care homes aligned to practices with a designated care home lead and effective multidisciplinary teams (MDT) in place. We have also established a monthly Mid-Nott's Care Home Operational Group to provide oversight, share intelligence, co-ordinate action and learning.

Mental Health Improvement Workers – A new role to provide focused support for those patients with severe mental illness (SMI): Patients with severe mental illness have 15 to 20 years shorter life expectancy, predominantly caused by poor physical health. These patients often have more vulnerable lifestyles and are less likely to access physical health services. Signposting and easier access to health and wellbeing services can improve their life expectancy and quality of life.

To maximise opportunities to develop our built environment into healthy places:

Co-location plans with local leisure centres: We currently have 21 social prescribing link workers embedded into primary care, working with our provider Primary Integrated Community Services Ltd. They are delivering some excellent outcomes for patients. We currently looking to collaborate with Everyone Active and utilise space at the health hub of Lammas Leisure Centre to base our link workers.

Delivery at PLACE and Neighbourhood level: working together to improve health and social care for all, and to determine how the role of the ICP can support and influence the delivery of "place based" models that will meet the needs of the local population and contribute to the delivery of joint strategies

To tackle physical inactivity by developing our understanding of barriers and motivations:

GP referrals to leisure services: During the pandemic, whilst leisure facilities were closed, Everyone Active, introduced an app for exercise referral patients what wanted to be supported with exercise at home. As restrictions lift we hope to see a return to in person support for patients via the exercise referral schemes.

Pre-operation optimisation work: A mechanism for identifying and manipulating a patient's physiology prior to surgery, with the aim of improved outcomes and reducing the risk of post-operative complications.