**

DISCOVER ASHFIELD BOARD MEETING**

**Wednesday 14th December 2022
9:00am – 9:05am start**

**Virtual Meeting via Microsoft Teams**

**& Meeting Room 1, Council Offices, Urban Road, Kirkby in Ashfield.**

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| **ATTENDEES**  |
| **Name** | **Position on Board** | **Position/Organisation** | **Present**  |
| **Martin Rigley MBE** | **Chair / Theme Lead – Succeed in Ashfield** | **Managing Director, Lindhurst Engineering** | **√** |
| **Louise Knott** | **Vice Chair** | **Vice Principal, West Nottinghamshire College – joined the meeting at 9.50am** | **√** |
| **Darron Ellis** | **Theme Lead – More to Discover** | **Historian, Sutton Living Memory Group** | **√** |
| **Liz Barrett OBE** | **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 MYP | Board Member | UK Youth Parliament Steering Group Representative for the East Midlands |  |
| Claire Ward | Board Member | Chair of Sherwood Forest Hospitals NHS Foundation Trust |  |
| Christopher Baron | Substitute for Lee Anderson, MP | Office Manager, Ashfield & Eastwood MP’s Office  |  |
| Cllr Christian Chapman | Board Member | Scrutiny Rep, Ashfield District Council |  |
| Cllr Helen-Ann Smith | Board Member | Deputy Council Leader, Ashfield District Council |  |
| Cllr Daniel Williamson | Board Member | Annesley and Felley Parish Council |  |
| Cllr Matthew Relf | Board Member | Portfolio Holder, Planning & Regen, Ashfield District Council | **√** |
| Cllr Keith Girling | Notts County Council Representative  | Economical Development and Asset Management, Notts County Council |  |
| Dave Williams | Substitute for Jean Sharpe  | Partnerships Manager North Nottinghamshire DWP  | **√** |
| David Ainsworth | Board Member | Director of Sherwood Forest Hospitals Trust  |  |
| Edward Johnstone | Board Member | Assistant Principal (Development), Portland College | **√** |
| Ella McManus | Board Member | Mansfield & Ashfield 2020 |  |
| Fiona Anderson | Board Member  | Head of Civic Engagement, Nottingham Trent University (NTU) | **√** |
| Gary Jordan MBE | Board Member | Director of The Musketeers CIC Charity | **√** |
| Ian Bond | Substitute for Peter Graw | Director of Learning, Inspire: Culture, Learning and Libraries  |  |
| Jean Sharpe | Board Member | District Operations Lead, DWP  |  |
| Julia Terry | Board Member | Development Worker, Transforming Notts Together |  |
| Kathryn Stacey | Board Member | Chief Executive, Citizens Advice Ashfield |  |
| Katrina Crookdale  | Observer | Area Lead for Nottinghamshire, Cities and Local Growth BEIS |  |
| Lorraine Palmer | Board Member | Programme Director, Mid Notts Place Based Partnership  |  |
| Lee Anderson, MP | Board Member | MP for Ashfield and Eastwood |  |
| Mark Spencer, MP | Board Member | MP for Sherwood |  |
| Mark Yates | Substitute  | PCN Development Managers, Nottingham and Nottinghamshire ICB  | **√** |
| Melanie Phythian | Observer | Towns Fund Policy Advisor, Cities & Local Growth Unit | **√** |
| Peter Gaw | Board Member | Chief Executive Officer, Inspire: Culture, Learning and Libraries  |  |
| Paula Longden | Board Member  | Deputy Locality Director, Nottingham and Nottinghamshire ICB  |  |
| Simon Martin | Board Member | Vice Principal, Academy Transformation Trust Further Education (ATTFE) | **√** |
| Stephen Salisbury | Board Member  | Idlewells Centre Manager | **√** |
| Teresa Jackson | Board Member | Chief Officer, Ashfield Voluntary Action | **√** |
| Tim Hepke | Board Member | ITP Aero  | **√** |
| Theresa Hodgkinson | Board Member | Chief Executive, Ashfield District Council | **√** |
| Andrea Stone | Supporting Officer | Health and Wellbeing Manager, Ashfield District Council |  |
| Alastair Blunkett | Supporting Officer  | Service Manager for Neighbourhoods and Environment  | **√** |
| Bev Bull | Supporting Officer | Chief Accountant, Ashfield District Council  |  |
| Chris Stephenson | Supporting Officer | Communications Manager, Ashfield District Council  | **√** |
| Christine Sarris | Supporting Officer | Assistant Director – Planning and Regulatory Services  |  |
| Hollie Maxwell-Smith | Supporting Officer | Project Officer Discover Ashfield, 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 | **√** |
| Robert Docherty  | Supporting Officer | Director of Place & Communities, Ashfield District Council  | **√** |
| Sarah Daniel | Supporting Officer | 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 | **√** |

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| In attendance |
| Katie Mills | Presenting  | Principal Consultant, Kinver Solutions  | **√** |
| Melanie Wheelwright  | Presenting | Forward Planning & Economic Growth Team Manager | **√** |
| Andrew Wraight | Presenting | Director, Ashdown Phillips  | **√** |

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| **AGENDA** | **Page** |

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| 1.
 | **Welcome / Introductions / Apologies - Martin Rigley**  |  |

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| 1.
 | **Reflections of Previous Meeting - Martin Rigley**  |  |

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| * 1.
 | **Meeting Minutes**  |  |

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| * 1.
 | **Action Log** * Hollie to send the YouTube links for the Discover Ashfield heritage videos to the board.
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| **3**  | **New Declarations of Interest - ALL**  |  |
|  | **Idlewells Update – Stephen Salisbury / Andrew Wraight**  |  |

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| 1.
 | **Sutton Mini Theatre Project – Katie Mills**  |  |
| **a** | **High Street Property Fund Update – Paul Crawford**  |  |
|  | **Monitoring Evaluation Update Report – Tom Mukherjee-Neale**  |  |
|  | **Funding Update – Sarah Daniel**  |  |

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| **8.**  | **Theme Lead Reports - Theme Leads**  |  |

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| * 1.
 | **Succeed in Ashfield - Martin Rigley**  |  |

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| * 1.
 | **Love Where You Live - Liz Barrett**  |  |

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| * 1.
 | **More to Discover - Darron Ellis**  |  |

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 | **Be Healthy, Be Happy - Pete Edwards**  |  |

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| **9.**  | **Discover Ashfield Project Officer Update - Hollie Maxwell-Smith**  |  |

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| **10.**  | **Board Member Updates - ALL**  |  |

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| **11.**  | **Any Other Business - ALL**  |  |

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| **12.**  | **Date of Next Meeting – Wednesday 14th December 9:00am**  |  |

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| **Agenda Item** |  |
| **1** | **Welcome / Introductions / Apologies** |
|  | * Apologies noted from Kathryn Stacey, Peter Gaw, Cllr Girling, Paula Longden, Julia Terry, Matthew Neal and David Ainsworth.
 |
|  | * Welcomes noted to the new people on the meeting and Martin prompted these people to introduce themselves as the meeting progressed.
 |
|  | * It was noted that Viki Dyer and Mark Clifford from the DWP had been replaced on the Board by Jean Sharpe (District Operations Lead DWP) and her substitute Dave Williams (Partnerships Manager North Nottinghamshire DWP).
 |
|  | * It was also noted that in attendance to present was Katie Mills and Melanie Wheelwright.
 |
|  | * Hollie made comment that Paul Crawford will also be giving an update on the High Street Property Fund after Katie’s presentation.
 |
|  | * Martin informed the Board that Frank Horsley is standing down from D2N2 and subsequently the Discover Ashfield Board and Subgroup and wished him all the best and thanked him for all his valuable input.
 |
| **2** | **Review of Previous Meeting – Friday 11th November**  |
| **a** | **Meeting Minutes** |
|  | * All agreed the minutes were a true reflection of the previous meeting.
 |
| **b** | **Action Log**  |
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| * Hollie to send the YouTube links for the Discover Ashfield heritage videos to the board – Actioned.
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|  | **Actions (these include actions from the below minutes)** |
|  | * An update from Teresa Jackson on the collaborative practice group to be added to the board agenda.
 |
|  | * To agree a date for the AGM.
 |
|  | * Filmmaking idea for the young people of Ashfield to be added to the Delivery group agenda.
 |
| **3** | **New Declarations of Interest – ALL**  |
|  | * No new declarations of interest were noted.
 |
| **4** | **Idlewells Update – Stephen Salisbury / Andrew Wraight**  |
|  | * Stephen introduced himself as the Idlewells Centre manager since May. He explained the Centre went into administration in 2020 and there is now a new buyer to invest in the Centre.
 |
|  | * Andrew Wraight introduced himself as the Director of Ashdown Phillips. He explained that their role is property manager of the centre.
 |
|  | * He explained that Ashdown Phillips’ history with Idlewells goes back to 2011 and has had two previous owners in that time. The sale is welcome as the centre will no longer be in administration once the new deal completes.
 |
|  | * Andrew explained the challenge was with the drop in property value for shopping centres and the centres not bringing in enough profit, however Idlewells does trade well.
 |
|  | * He explained the buyer applies the same approach to each commercial property and it is very community focused with a wider stakeholder view. A member of the buyer’s business had been introduced to Trevor Middleton and it was apparent that they would like to engage with the community.
 |
|  | * The plan is to introduce the buyer to partners who are instrumental in driving Ashfield forward. The buyer understands that the centre is not just for Sutton, it is part of a wider district.
 |
|  | * There is also excitement surrounding current units within the centre such as ATTFE and Sherwood Observatory. The buyer is excited about this and keen to keep Ashdown Phillips on to build on this.
 |
|  | * Andrew said that they are keen to collaborate with partners and stakeholders to develop these units within the centre.
 |
|  | * Chris Stephenson asked to be updated when this is completed so that Ashfield District Council communications team can put this out publicly.
 |
|  | * Andrew explained the exchange happened two weeks ago, he will update Chris once finalised.
 |
|  | * Cllr Relf commented it was good to hear that the buyer had linked up with Trevor already. He is keen to meet with them and take them through the broader district vision and all the regeneration projects that are going on and how they can be involved.
 |
|  | * Stephen noted that there is considerable space in the centre, which is unused, one of which is the basement car park. The buyer was also interested in this space, and is keen to use the space to build on the local community offer and compliment what is already in the district.
 |
|  | * Stephen expressed that if anyone within the meeting is looking for space then they are keen to get partners involved and invited board members to contact him if they do need space.
 |
|  | * Andrew followed this by saying the lettable space within the centre is around 150,000 sq. feet, and underground there is approx. 75,000 additional sq. feet which is unused and they are keen to have this used.
 |
|  | * Dave Williams explained the DWP work with training and skills providers locally who run courses to improve the skills sets of people they represent and asked if there is space within the centre for the training providers to use.
 |
|  | * Stephen confirmed himself and Dave can pick this up.
 |
|  | * Martin made comment that this is great news for Idlewells and that it is great to hear the centre is looking to continue supporting local partners. He expressed he would also like to meet the new owner.
 |
|  | * Andrew explained the goal is to create an interesting and different fully occupied centre. The goal would be for the centre to have an element of independent retailers, leisure, education, and health sectors within it.
 |
|  | * Stephen also thanked Darron Ellis for meeting the buyer and giving him the history of the local area, and his passion which gave the buyer a real sense of the area.
 |
| **5**  | **Sutton Mini Theatre Project – Katie Mills** |
|  | * Katie presented on TF18 – Cornerstone- attached.
 |
|  | * Pete Edwards commented that Martin and himself have links with ATTFE, with Martin being the Chair of Governors and Pete the Chair of Governors for Sutton Academy and questioned if it would be beneficial for them both to be part of the Steering Group for this project.
 |
|  | * Katie confirmed she will reach out to Pete regarding this.
 |
|  | * Cllr Relf happy to have partners join the Steering Group to assist with this project as there have been barriers previously. He emphasised that Liz and Simon had been working hard to push the project forwards.
* He noted that the inflation pressures are driving the additional funding.
 |
|  | * Liz Barrett confirmed there had been a meeting the week prior and there is a follow up meeting with the Director of Education.
 |
|  | * She also expressed it was great the project is going forward as this had been looked at in prior years when working with Andrew.
 |
|  | * Melanie Phythian commented that for any new project submitted within the Town Deal there will be an additional level of scrutiny and recommended being clear in the business case and the impacts if this not supported on the Future High Streets Fund project.
* Melanie also recommended ensuring it is clear the differential between the agreed outputs and outcomes for the FHSF project and the Towns Deal investment to ensure there is no confusion between the two.
 |
|  | * Simon Martin explained he had been speaking with the Operations Director and is hoping to have progress on the project this week. He also thinks the involvement of Martin and Pete on the Steering group would be beneficial to move this forward and speed things up.
 |
|  | * Martin explained he would not be the one to sign off this project as he is on the Governing Board so will pass over to the DA Vice Chair Louise Knott to do this.
* He also commented to Katie that, as the board had not seen the assurance report, that the project will be signed off officially once Louise has had sight of the report.
 |
|  | * Teresa Jackson made an observation that the seating is the retractable stepped seating. She explained that she used similar seating at the Kirkby Leisure Centre recently and found these quite uncomfortable and unstable. She recommended not cutting costs on the seating.
 |
|  | * Martin commented that most seating of this type will not feel like a solid structure as it needs to be packed away. He noted that they have similar seating at Portland.
 |
|  | * Edward Johnstone added that they went for a high-end collapsible seating, and it is still noticeable it is not solid, and it is less noticeable the larger the seating is and the flexibility within the room is brilliant.
 |
|  | * Martin explained that Portland got people to sponsor a seat during this project and this could be an idea for the theatre as revenue generation.
 |
|  | * Cllr Relf agreed that fundraising is a great idea and is at the forefront of his mind.
* In terms of the seating itself, the Leisure Centre seating serves its purpose to be used when needed but the seating at the theatre will have a more permanent feel to it. He also explained that disability access is being explored fully.
 |
|  | * Pete commented that in many of the leisure centres with this retractable seating there are built in areas for wheelchairs to reverse into, and some are higher in the seating to assist.
 |
|  | * Martin asked for a board member to propose the project decision, and note that Louise Knott signs this off and has sight of the Mace assurance report. He also commented that some members will abstain from voting due to conflicts of interest with ATTFE.
 |
|  | * Gary Jordan proposed, and Theresa Jackson seconded.
 |
| **5a**  | **High Street Property Fund – Paul Crawford** |
|  | * Paul recapped that earlier in the year the board was presented the High Street Property Fund project which is about acquiring high street properties where an intervention was needed due to high vacancy rates and reducing the retail offer so that there is a more focused retail offer in town centres and high streets.
 |
|  | * He explained that when this was brought to the board the business case was deemed acceptable but that there were challenges highlighted by the assurance report that showed the project wasn’t ready to move into the next stage of delivery.
 |
|  | * Paul went on to explain that the delivery model was to potentially have a property/housing company which would enable the option to manage the residential properties and use the rental income to put back into the next phase of development.
* There is a level of complexity for the Council to take on this responsibility and the best course of action is to bring in and work with an agent to put the properties into the market through a partnering agent to manage these on behalf of the Council. This will address some of the issues surrounding this project. These properties will not fall under the affordable homes model and will be for the private sector market but will still establish an affordable rental level.
 |
|  | * Paul explained that the first point raised from the assurance report was that there was not a model to deliver the renting of these properties. The assurance reviewers are now comfortable for us to lease the properties to an agent or holding company outside of the Council to cover all obligations.
 |
|  | * The second point raised was that it was not felt the value for money on the original calculations was totally clear. The BCR was at 2.22 and it was felt having a ‘do nothing approach’ changed this figure and made the BCR look better that it should be.
* The BCR economic case has been reworked for the scheme without this approach and the BCR now sits at 1.74. This still provides value for money based on the principles used for the Towns Fund programme.
* Paul confirmed this change has now been concluded and agreed.
 |
|  | * The third point raised in the assurance process was if the Council would opt for tax on any of the new assets. Paul confirmed it was agreed the Council would opt for this as they will then be able to deliver the schemes with a better efficiency around budgets as the VAT can be reclaimed for any renovation works done.
* The assurance team have confirmed they are happy with this, and this has now been written into the assurance report.
 |
|  | * The last point flagged was around stamp duty and if the Council would be subject to paying stamp duty on the purchase and sale of properties through this programme as it wasn’t clear within the report.
* The key point is that the scale and size of properties that the Council are looking to buy are within the threshold for not paying stamp duty, with the knowledge that this could change in the next few years.
* Currently there is headroom before the properties are subject to stamp duty so this is not seen as a concern now and if the programme starts next year with the purchase of properties this will still not impact the programme.
 |
|  | * Paul confirmed the assurance team are comfortable with these points and how they have been addressed. The points were also reported back to the subgroup, and they were also happy that the issues had been concluded and it was agreed to be brought to the board so we can agree and submit the summary documents for this project.
 |
|  | * Martin commented that the project comes with some complex implications, such as tax and financial implications.
 |
|  | * Paul agreed that the project is small within the programme, but the complexities are high, and therefore there has been healthy debates and sense checks on what is being delivered to protect the project and the Council’s position to ensure it can be managed properly.
 |
|  | * Martin wanted to confirm if the stamp duty and tax implications are still an evolving picture further down the line and if the project was no longer viable then would there be a point where it would be stopped.
 |
|  | * Paul explained that the project would stop at this point and that, for any properties already purchased or renovations completed, these would be sold on to recoup costs and reinvested and the objectives would be met at the point when the property is sold back into the market. The interventions made during this process would ensure the critical objectives for Towns Fund are still met.
* He explained that if, for example, the stamp duty changes, and they are unable to afford to continue the scheme then this will be reported back to the board with any residual funds within the project or potentially realignment.
 |
|  | * Martin questioned if Pete Hudson had reviewed the changes made to the business case.
 |
|  | * Paul confirmed Pete had concluded his review of the business case and updates and is satisfied.
 |
|  | * Martin asked for a board member to propose the business case to go forward.
 |
|  | * Pete Edwards proposed, and Gary Jordan seconded.
 |
| **6** | **Monitoring Evaluation Update Report – Tom Mukherjee-Neale**  |
|  | * Tom explained that as part of the programmes there is a monitoring evaluation process that reports every 6 months up to the end of September.
* He explained DHLUC provide an extensive monitoring and evaluation form. This is reporting on projects that have received funding, been through the subgroup, board, submission and are now in receipt of the funding to deliver the project, so it is not all 21 projects, just the ones submitted prior to the end of September.
 |
|  | * Tom explained the report captures information on all projects under risk, spend, forecast and outputs which will be generated from projects and a programme level risk register.
* He confirmed this had been developed by working with the individual project managers and finance team for each project to ensure all information is correct on the ledger, spend and forecasting.
* He explained submission was later this week for the report.
 |
|  | * Paul asked Tom if there were any critical flags within the risk section to note to the board, such as the theatre project and delays against the original proposal.
* He explained this shows DHLUC that the report is being transparent to note changes and asked Tom if there are any other projects which show changes to the original progress.
 |
|  | * Tom confirmed there was a Programme Progress tab on the report which highlights the associated risks with delivery, spend and the overall risk with the programme. This is quantified within this section.
* He also referred to the risk register, which is more programme level, which is reported to the board on a regular basis.
* Tom confirmed there are other projects which fall within the Programme Progress tab such as the Automated Distribution Manufacturing Centre (ADMC) which is experiencing delays associated with land assembly.
 |
|  | * Martin expressed concern on the amount of information within the report and that board members had not had access to view this prior to the board meeting.
* He asked if there could be a dashboard or overview provided to the board in the board meeting agenda pack prior to the submission of the report so they can see if the projects are on target timewise and on target for the budget.
 |
|  | * Tom agreed and expressed it would be beneficial to the board to have a monitoring report once the projects are underway in the new year.
* He commented that as all the business cases have gone through the board, he will no longer be working alongside ADC in the new year so advised Martin it would be best to pick this up with Paul.
 |
|  | * Martin commented to Paul that they should meet in the new year to look at bringing a dashboard to the board to give an easy view of the information.
 |
|  | * Paul agreed on having a clear summary which is easily digestible for the board and explained that the report has to be approved by the board before DHLUC will look at it, so it may be an option to bring the report to the subgroup prior to submission to DHLUC to help speed up the process.
* **He invited Melanie Phythian into the conversation to discuss these next steps**.
 |
|  | * Martin understood the report is in depth and could take hours to go through but wants the board to have a summary which gives them a level of clarity quickly so, if needs be, there can be a focus on the detail.
 |
|  | * Fiona Anderson agreed with Martin and explained she understood there had been a lot of detail shared at the meeting but did not feel she had been able to take this all in or add value.
* She recommended that a document sharing process could be beneficial to the board so these could be reviewed when the board members have time to do this. These documents could be updated in real time and shared, with security being considered as well. She also commented she supports the dashboard idea too as there are many projects going on and it is how to best keep on top of this.
 |
|  | * Melanie Phythian explained that as the projects were all at various stages and the reporting period ending in September and being delivered in December, which is a difficult position with some projects having received payment and some not having received payment yet.
* She commented that once the projects are all equal in delivery and reporting then it will be easier to follow, as the monitoring and evaluation reporting form does not lend itself to being a simple report to follow during the monitoring process.
 |
|  | * Melanie said it was a shame Frank Horsley was no longer on the board as D2N2 had been through something similar with local growth fund returns for their programmes with a similar complexity. In the end they were able to present a simple diagram and table to show financials with some narrative reporting to show where the projects were and any risks.
* This gave the board an enhanced risk register and basic financials of spend and recommended this to the Discover Ashfield board to use something similar.
 |
|  | * Tom added that he produces an enhanced risk register which goes through with Pete Hudson that also includes conditions and recommendations from subgroups and boards, so this can be fed into this.
 |
|  | * Martin commented that Lucy Andrews would be picking up some of Frank’s responsibilities at D2N2 so he will contact Lucy to get details on their dashboard.
 |
|  | * Robert Docherty explained that the Council have their own performance management team which could also support.
 |
|  | * Martin thanked Tom for all his input with the projects.
 |
| **7** | **Funding Update – Sarah Daniel**  |
|  | * Sarah explained the offer for the first year’s spend for UK Shared Prosperity Fund has been received from DLUHC and a consultant has been appointed to manage the SPF programme.
* To accept the funding the Memorandum of Understanding needs to be signed by Pete Hudson and Theresa Hodgkinson and returned, so this is being worked on.
* There have been meetings surrounding the numerous projects with partners and these are being brought together.
 |
|  | * Sarah handed over to Melanie Wheelwright to discuss the business and skills themes of the UKSPF for years 2 and 3.
 |
|  | * Melanie introduced herself as the Forward Planning and Economic Growth Team Manager at Ashfield District Council. The team have been looking at the Business and Skills themes.
* In relation to Business there have been discussions with Nottingham County Council as they have put a call out for joint commissioning to secured value for money by districts grouping together.
* ADC have submitted our information to support the following projects: Specialist business support, productivity, and the digital side of this, also sector specific support for different sectors in industries in our district; global trading support, digital access to global markets to enable companies to have the tools to access markets to increase their online activities and partnerships. There is also a strand around decarbonisation support helping companies with advice for energy efficiency and a small grant component to this.
* Melanie explained that NCC will group these projects together and put them out to partner organisations to submit proposals. This is to minimise councils going to different partners and overloading them.
* The next business support group is in January where there will be an update on the progression of the proposal and the projects are due to start in April.
* Melanie explained that Nathan McNicholas is coordinating the skills theme projects, including effective stakeholder engagement, talent attraction and retention through the graduate programme, digital training, and a local careers service.
* Melanie explained the team are engaged with the County through their People and Skills meeting which will be at the end of March. They are aware this is in three months’ time so they are working to ensure the delivery of these projects with key partners.
 |
|  | * Fiona Anderson reiterated that NTU have a declaration of interest with the Shared Prosperity Fund (SPF).
* She endorsed the skills element for the SPF as there may be a gap in support between European Social Fund (ESF) and the SPF at such a critical time in economic recovery and potentially a loss of capacity within delivery organisations because of this gap.
 |
|  | * Martin asked if there was any news on the Levelling Up Round Two Bid.
 |
|  | * Melanie confirmed there had not been an update.
 |
| **10** | **Theme Lead Reports – Theme Leads**  |
| **a** | **Succeed in Ashfield – Martin Rigley** |
|  | * Martin attended the Discover Ashfield Awards and commented they were well organised and a great event to celebrate people from all walks of life within the community.
 |
|  | * Through Mansfield and Ashfield 2020 Martin has been involved in discussions around the Devolution deal and attended a Q&A session with businesses at West Notts College. It was interesting to hear that Ashfield is one of the first regions to look into this to ensure funding is available.
 |
|  | * Martin also attended the Chad Awards as a guest of ADC and it was great to see the brilliant businesses in the area get recognition.
 |
|  | * ADMC meetings have continued and there was a presentation from Siemens on their technologies which will become an evolving piece of work once it can be understood how Ashfield businesses can use automation.
 |
|  | * East Midlands LEP has been notified they are eligible for Made Smarter Funding. This is to help manufacturing businesses to deploy digital technologies. He commented to Melanie this could be beneficial for Nathan and Paul Stoppard as the Made Smarter portal is now open for registration.
* Martin explained that businesses register their interest and it can lead to part funding for them to use digital technologies to deploy within their businesses. There is also a steering group which Martin has been asked to chair.
 |
|  | * Nathan held a Secondary school network meeting and this led to some concrete aims and views.
 |
|  | * Martin attended a meeting with Ben Bradley MP and Sir John Peace. It was recognised that it will continue to be a difficult time for businesses and the community but collaboration between partners will help.
 |
|  | * Martin, along with Gary Jordan, met Dianne Holmes from ATTFE at Idlewells to discuss how they can collaborate better with the Musketeer’s project to assist with digital poverty.
 |
| **b** | **Love Where You Live – Liz Barrett** |
|  | * The Remembrance day events were held and went well across the area, and she thanked ADC for their significant role in this.
 |
|  | * There has also been the Christmas Light switch ons which is great for the local children to get involved and get communities together. It also helps generate revenue in the towns.
 |
|  | * Liz noted to David Williams that ATTFE have a hub space within the Idlewells Centre and are looking to take on further space and this could be a useful space for DWP.
 |
| **c** | **More to Discover – Darrin Ellis**  |
|  | * Darron explained there was a lot of positive work going on in the area. He spoke of the Sherwood Observatory and the huge interest in this, with memberships going up and this will be a huge asset to Ashfield.
* He will be speaking to the project manager to use the space in the Idlewells Centre to utilise this more and do more outreach work.
 |
|  | * Darron has been speaking to the visitor centres in the area and they have reported that they are still having high attendances.
* He commented that Teversal Visitors Centre won an award at the Chad Awards and is going from strength to strength.
 |
|  | * There are plans for a Heritage and Cultural zone at the next Ashfield Day.
* Darron has been approached by two other heritage groups who would like to be part of the More to Discover group and one of them has produced some walking guides which would link well with the walking and cycling project.
 |
|  | * Darron met with the new owners of the Idlewells Centre and commented they are very community orientated and believe this will boost the visitor economy.
 |
| **d** | **Be Healthy, Be Happy – Pete Edwards** |
|  | * The Be Healthy, Be Happy had their management group meeting, looking at the terms of reference and at where the direction of the partnership will head in the next year.
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| **9** | **Discover Ashfield Project Officer Update**  |
|  | * Hollie and Trevor were in the middle of the Christmas Shop Window Competition judging across the towns, rurals and villages.
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|  | * There had also been promotion across the towns for people to ‘Shop local’ this Christmas.
 |
| **10** | **Board Member Updates – ALL** |
|  | * Teresa Jackson had attended the State of Ashfield debate which focused on the cost of living crisis and members from the voluntary sector reported on how this is impacting their work, e.g. Our Centre, Under one Roof, Citizens Advice and Ashfield Voluntary Action.
* Teresa has been looking at how the community can be supported with limited funding, and looking at other models such as support from local businesses.
* She had been given a system of collaborative practice to get over the fragmentation and short-term funding that the voluntary sector is suffering from and many groups are close to collapse.
* Teresa has been looking at other ways to gain funding through collaborative practice and to work with other sources and wanted to bring this project to the board to put together a funding opportunity for the community and voluntary sectors.
 |
|  | * Teresa asked that if any board members would potentially be in a position to help and attend meetings after Christmas to get in contact with her.
 |
|  | * Cllr Relf commented he was at the meeting Teresa spoke of and it was a very valuable and difficult meeting to hear how families and organisations are struggling in an environment of reduced funding.
* Cllr Relf mentioned the new Discover Ashfield website would be a beneficial platform to gain sponsorship and funding from businesses and individuals and to highlight to them the work within the district and it would highlight that, for example, if a business could give £100 a month the impact this would make on the local communities.
 |
|  | * Fiona commented that Teresa’s idea is great and will go away to speak to colleagues regarding getting assistance in their bid writing expertise.
 |
|  | * Simon Martin explained that ATTFE and Let’s All Eat have been working on food and fuel cost relief across the area and agreed with Teresa on the increased volume of demand for support and also the demands which are being made on funding sources.
* He explained ATTFE had put in a bid recently and been told the Trust had been overwhelmed with applications due to demand.
* He agreed that a strategic and joined up approach would be useful for all and could minimise similar organisations putting in the same bids to organisations whilst working together and he said ATTFE would be interested in being involved with this.
 |
|  | * Martin asked who would pull this group together and facilitate this.
 |
|  | * Teresa explained she would be happy to put this group together as she is stepping down as manager in her paid role but will continue her work as a trustee at AVA so will have more time to focus on this.
 |
|  | * Martin confirmed to the board that if anyone is interested in getting involved with the collaborative practice then to get in touch with Teresa.
 |
| **11** | **Any Other Business – ALL**  |
|  | * Martin explained that himself and Robert Docherty met to discuss what Discover Ashfield had delivered and what the focus is on going forward as the Towns Fund projects are now underway.
* He explained the board is due an Annual General Meeting and proposed having half a day for an AGM with board issues and then half a day to discuss the focus areas – Communications and what the public is shown for projects and the theme leads to put together targets to focus on in 2023.
* Martin raised an idea to have Discover Ashfield short films with young Ashfield residents to describe what the Towns Fund impact will be to them and use this to drive the projects and story to the community.
 |
|  | * Liz Barrett commented that ATTFE have the learners and video making classes which could assist with this.
 |
|  | * Louise Knott also expressed that the students at WNC could use this as a project.
 |
|  | * Trevor Middleton stated that ADC have funding which could go towards this.
 |
|  | * Pete Edwards commented that the Theatre project and Sutton Lawn project would be ideal to get young people involved in.
 |
|  | * Martin asked Hollie to put the filmmaking idea on the agenda for the next delivery group.
 |
|  | * Cllr Relf gave an update on the Ashfield Story narrative which had gone to Cabinet. He explained that the plan is to reinvigorate the place based marketing function.
* The LGA produced a narrative, the Ashfield Story, to use which Cllr Relf read out – attached.
 |
|  | * Martin expressed this is a great piece of information to use as marketing.
 |
|  | * Theresa Hodgkinson commented that it is now how this narrative is used within the board and partnerships. She suggested that at a development group it can be agreed how this is used to get the message out using snippets of it.
 |
|  | * Martin wished everyone a Merry Christmas and thanked them for their work over the last 12 months.
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| **12** | **Date of Next Meeting – Friday 20th January 2023 – 9am – 11am**  |  |