

**Newark Town Funds Board**

**Wednesday, 11 September 2024 at 5.00 pm**

**Air & Space Institute  
Great North Road  
Newark  
NG24 1BL**

**You are hereby requested to attend the above Meeting to be held at the time/place  
and on the date mentioned above for the purpose of transacting the  
business on the Agenda as overleaf.**

If you have any queries please contact Helen Brandham on [helen.brandham@newark-sherwooddc.gov.uk](mailto:helen.brandham@newark-sherwooddc.gov.uk).

## AGENDA

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2. Declarations of Interest	
3. Government Update	Verbal
4. 'We are Newark' Town Investment Plan Recap	Verbal
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8. Any Other Business and Date of Next Meeting	
Date of Next Meeting – to be confirmed.	

# Agenda Item 1

## Newark Town Board

Minutes of the Meeting of Newark Town Funds Board Meeting held on Thursday, 27 June 2024 at 3.30pm, at Newark College, Friary Road, Newark, NG24 1PB.

### 1 ATTENDEES

#### PRESENT:

Alan Leather	Canal & River Trust
Andrew Fearn	St Mary Magdalene Church
Anna Tsartsari	BE Design Group
Anna Lawson	Newark Town Council
Bonnie Mitchell	Newark and Sherwood District Council
Carys Coulton Jones	Newark and Sherwood District Council
Clare Janes	Inspire
Cllr. Dawn Campbell	Newark Town Council
Cllr. Keith Girling	Nottinghamshire County Council
Cllr. Paul Peacock	Newark and Sherwood District Council
Cllr. Rowan Cozens	Newark and Sherwood District Council
Danny Collins	Savills
Inspector Charlotte Ellam	Nottinghamshire Police Authority
James Daykin	Daykin Marshall Studio
James Carpenter	Newark Business Club/BB Mortgages
Jane Harrison	Newark Civic Trust
Jenny Garbis	Gusto
Joelle Davies	Nottinghamshire County Council
Julia Sandhu	REACH
Kevin Guthrie	Not My Monkey
Linny Beaumont	Canal & River Trust
Louise Sinclair	Beaumont House
Matthew Gleadell	Newark Town Council
Neil Cuttell	Newark and Sherwood District Council
Paul Wilkinson	Nottinghamshire Wildlife Trust
Penny Taylor MBE	Lincoln College Group
Rose Thompson	Historic England
Sanjiv Kohli	Newark and Sherwood District Council
Steff Wright	Gusto
Steffen Benbow	YMCA
Tony Aspbury	Aspbury Planning Ltd/Newark Showground

#### ONLINE:

Fiona Johnson	Nottingham Trent University
Jenny Garbis	Gusto UK
Cllr. Rhona Holloway	Newark and Sherwood District Council

2 WELCOME AND MINUTES OF MEETING HELD ON 30 MAY 2024

The Chair Penny Taylor MBE opened the meeting and invited comments from the Board in relation to the minutes of the meeting held on 30 May 2024.

It was AGREED that the minutes were a true record of the meeting.

3 UPDATE ON TOWN VISION & LTPFT THEMES

Matt Lamb of Newark and Sherwood District Council provided a presentation and update on the Town Vision reminding the Board of the 3 key strategic themes of the plan which are 1) Security and Safety 2) Transport and Connectivity and 3) High Street, Heritage and Regeneration.

Feedback on the draft Vision was requested from Board Members noting that the 3-year investment plan must set out the priorities for investment and how this links to the town's 10-year Vision.

The draft Vision was acknowledged to be town centre focused in its present form and feedback has been received from the Board to date. The Board were prompted to consider the wider town geographical area and communities within the Vision following the Board priorities identified in the May meeting.

4 PROJECTS ASSESSMENT & SUGGESTED SCORING & WEIGHTING UPDATE

Danny Collins from Savills provided an update with a presentation detailing a suggested process for shortlisting projects from the longlist including methodology for the multi-criteria decision analysis (MCDA).

The shortlisting process will:

- 1) identify criteria for interventions.
- 2) rank the interventions against the criteria identified, including deliverability.
- 3) review the proposed project costs and;
- 4) timetable phasing against the LTPFT funding profile.

Matt Lamb proceeded to explain the suggested project scoring methodology and criteria. Three possible scenarios aligned to different interventions were shown. Each scenario displayed a varied 40% criteria weighting for testing against different strategic priorities. A sample of the top ten emerging projects using the different scenarios was presented.

It was explained that 'off menu' interventions which sit outside the agreed list of interventions should be outlined in the three-year investment plan. Proposed projects considered to be 'off menu' need to be approved via an Outline Business Case (OBC) with funding available from financial year 25/26.

Alan Leather of Canal and River Trust questioned whether a proposed project could fail the scoring criteria if it meets zero intervention criteria. It was confirmed that this is correct and will be included in the MCDA.

A recap of the Baseline data previously presented to the Board was discussed to highlight the key issues for Newark and the need to apply objectivism and pragmatism to the recommended shortlist.

## 5 SAMPLE THREE-YEAR FUNDING PROFILE

A sample three-year funding profile was presented. It was agreed that a recommended shortlist of projects will be presented to the Board with a proposed funding package and calculated Benefit Cost Ratio (BCR) for the interventions that form the funding package showing Value for Money and society. It was confirmed that the BCR is not set by Government.

Discussion led to questions from the Board surrounding funding commitments, deliverability, time constraints and investigating the option to frontload the three-year investment plan with feasibility studies for major capital works. The s151 Officer, Sanjiv Kohli of Newark and Sherwood District Council, advised that feasibility costs are considered revenue costs until a project is established and the costs can then be Capitalised. It was confirmed that any unspent funding within the three-year investment plan is subject to a progress and expenditure review against delivery by DLUHC. Delivery and showing progression of the plan is important.

Andrew Fearn of St Mary Magdalene Church requested the Council provide transparency across project selection and further requested the Board declare interest in respective projects.

Cllr. Keith Girling of Nottinghamshire County Council requested that the East Midlands Combined Council Authority (EMCCA) are contacted to address Transport and Connectivity links. Cllr. Paul Peacock of Newark and Sherwood District Council advised that the Mayor of the East Midlands is aware of the transport challenges in Newark town centre and funding opportunities are being explored.

Matt Lamb confirmed that the methodology used to generate the suggested three-year funding profile could be shared with the Board. The following advice was posed to the Board for consideration ahead of the next meeting:

1. Which projects are a priority for revenue and capital funding?
2. Should the number of Capital projects be limited in the first 3 years?
3. Should a grant scheme be developed such as a community grant for feasibility studies?
4. Does the Board agree to utilise the capacity and/or revenue funding for programme/event/BID management?

Board Members requested information surrounding plans for the regeneration of Newark marketplace. Neil Cuttell of Newark and Sherwood District Council provided an overview and advised that a Major Capital Project Build Manager had been appointed to obtain robust costs from a Quantity Surveyor. The Co-Chair Tony Aspbury requested that Nottinghamshire County Council are consulted as a key delivery partner for the project.

The Chair Penny Taylor MBE invited Board Members to vote to include the Marketplace regeneration scheme in the three-year plan for Capital projects. Board Members requested the review of project proposals prior to making any decisions. The Co-Chair Tony Aspbury requested Board Members review all project impacts first.

The Chair Penny Taylor MBE asked the Board to email any additional questions ahead of the next meeting.

#### 6 STODMAN STREET PROJECT UPDATE

An update was given by Neil Cuttell to the Board on the Stodman Street project. The submission of a Project Adjustment Request to Government for reallocation of funds towards the Stodman Street Phase 1 (32 Stodman Street) project was recommended.

Sanjiv Kohli further explained that an examination had been carried out with a two-stage construction approach agreed due to construction companies not wanting to undertake a single stage project approach. The project has been value engineered archaeology finds have added time and costs that were unforeseen. A contingency fund has been allowed for within the project costs to provide further assurance and a fixed price contract is set.

The Board approved an additional reallocation of the Gateway (SiSCLog) of £1.71m to the Stodman Street Phase 1 (32 Stodman Street). The Board AGREED that no further funds would be allocated to the project. The submission of a Project Adjustment Request to Government in accordance with the reallocation of £1.71m to the Stodman Street Phase 1 (32 Stodman Street) was subsequently AGREED by the Board.

#### 7 CAPACITY FUNDING UPDATE

Due to time constraints the Chair Penny Taylor MBE suggested the Capacity Funding paper be addressed at the next meeting. The Board AGREED with this approach.

#### 8 LONG TERM PLAN FOR TOWNS - A BETTER NAME?

The Chair Penny Taylor MBE provided an update on a better name for the Long Term Plan for Towns. All suggestions have now been received and shortlisted. A vote on the name will take place at the next meeting with Board Members.

9 ANY OTHER BUSINESS AND DATE OF NEXT MEETINGS

Next meetings:

Friday 19 July 2024 at 1.00pm – Barcode Warehouse

Thursday 25 July 2024 at 3.00pm – Palace Theatre

Submission of LTPfT Investment Plan by 1 August 2024

Meeting closed at 5.37pm.

Chairman

**NEWARK TOWN BOARD MEETING**  
**11 SEPTEMBER 2024**  
**AIR AND SPACE INSTITUTE, NEWARK**

**Newark Towns Fund Capacity Fund Update**

**1.0 Purpose of Report**

To update the Board on the capacity funding for the Long-Term Plan for Towns Fund (LTPfT) and recommend the recruitment of a full-time salaried post to support ongoing activity regarding community consultation and events.

**2.0 Recommendation**

That the Newark Town Board:

Approve a grant to Lincoln College Group (Newark College) of the remaining Capacity Fund for LTPfT of £123,000 to support the ongoing delivery of engagement activity for a fixed-term period of 2 years. The fund shall include the appointment of a Development Manager (a c£36,000 + on-costs a year post) to create dedicated full-time capacity, a role which could expand into events and pre-BID set up should this be required in the future.

**3.0 Background and Update**

3.1 The Board will be aware from the meeting on 1 March 2024 of the Long-Term Plan for Towns (LTPfT) funding profile and the opportunity for an additional £20m of grant funding over a 10-year period for the regeneration of Newark. The Government have asked for the Board to submit a 3 Year Investment Plan for 2024/25-2026/27 for use of the grant funding by 1 August 2024.

3.2 Upon the establishment of the Newark Towns Board, the Government provided £200,000 in capacity funding to the District Council (at the start of the new financial year 2024/25) as accountable body to support public engagement and evidence-base gathering (data and survey support). Unlike many Towns, public engagement in the form of the Town Centre Masterplan and Residents Survey was already committed. Consequently, £123,000 of capacity funding remains unspent as of June 2024.

3.3 The Government recently published guidance on the use of capacity funding available to Town Boards to support the development of their Long-Term Plan ([https://assets.publishing.service.gov.uk/media/6655b8aed470e3279dd332aa/Long-term\\_plan\\_for\\_towns\\_guidance.pdf](https://assets.publishing.service.gov.uk/media/6655b8aed470e3279dd332aa/Long-term_plan_for_towns_guidance.pdf)).

3.4 Lincoln College Group are proposing that the recruitment of a dedicated post (or posts with the ambition to also recruit an apprentice) in developing activities and initiatives for the community, through the Town Board, and provide a foundation stone in supporting the drive for the Long-Term Town Fund Investment Plan. The posts would act as ambassadors for reviewing and potentially developing a Business Improvement District, and supporting the delivery of events, activities and projects over the 2 years 2024-2026. The posts will initially be identified as fixed term for 2 years with Lincoln College as the host employer. Lincoln College Group would undertake a regular reports to the Town Board on the workstreams undertaken by the postholder(s).



**Lead Officers:**

Matt Lamb, Director - Planning & Growth, Newark & Sherwood District Council

Neil Cuttall, Business Manager - Economic Growth & Visitor Economy, Newark & Sherwood District Council

**NEWARK TOWN BOARD MEETING**  
**11 SEPTEMBER 2024**  
**AIR AND SPACE INSTITUTE, NEWARK**

**Newark Towns Fund Newark Heart Update**

**1.0 Purpose of Report**

To update the Board on the Newark Towns Cultural Heart project and seek approval to submit a Project Adjustment Request to Government to redistribute the grant funding from the Gateway Project to the Newark Cultural Heart Project.

**2.0 Recommendations**

That the Newark Town Board approve the following:

- i. An increase to the Newark Cultural Heart delivery budget by £2,203,737 (made up of £2,110,000 from the Towns Fund Capital grant and £93,737 from the Towns Fund Revenue grant from the Newark Gateway scheme).
- ii. Delegate to the Chairs of the Board and the s151 Officer, authorisation to submit a Project Adjustment Request form to Government to re-allocate the remaining £2,203,737 from the Newark Gateway scheme to the Newark Cultural Heart project.
- iii. As project sponsor, the Council to undertake the Full Business Case for the Newark Cultural Heart project and return to the Board for approval.

**3.0 Background and Update**

3.1 In November 2019, Newark was selected as one of the 101 towns that would be eligible to apply for a £25m Town Fund grant, in July 2020 Newark and Sherwood District Council submitted a five-year Investment Plan on behalf of the Newark Town Board that identified ten priority projects. The Investment Plan was approved in May 2021 and the full £25m grant was offered by the Government. The programme of projects included the Air and Space Institute, Construction College, YMCA Community Activity Village, Stodman Street Regeneration, Castle Gatehouse, Cycle Town, Newark Gateway (SiSCLog) and Newark Cultural Heart project and required the funding to be committed by 31<sup>st</sup> March 2026.

1.1 The following Towns Fund projects have, so far, been delivered:

- Air & Space Institute (ASI)
- Construction College Centre of Excellence
- The YMCA Community Activity Village
- The Cycle Town Project

1.2 The remaining Towns Fund Projects are underway:

- 32 Stodman Street – In construction phase.
- Castle Gatehouse – National Heritage Lottery Funding now been secured, planning permission secured and commencement expected in early 2026.

- Newark Cultural Heart – event programme is being delivered, full business case being developed for capital programme.
  - Newark Gateway – the Council made a decision to pause the Newark Gateway/SiSCLog Towns Fund project until such time as a viable solution for the relocation of Newark Lorry Park and redevelopment of the Newark Gateway site can be presented back. Further, the Newark Town Board were informed on 30<sup>th</sup> May 2024 that a decision to pause the Newark Gateway/SiSCLog development took place, noting that the Towns Fund grant allocated to this project was to be reallocated to existing undelivered Towns Fund projects by Newark Town Board.
- 3.2 Reallocation of some of the originally earmarked grant for the Newark Gateway (SiSCLog) project has already taken place, notably to the Castle Gatehouse and Stodman Street schemes as previously reported to the Board. There is £2,203,737 which remains allocated to the project, with a split of £93,737 revenue and £2,110,000 capital.
- 3.3 The existing allocation of Towns Fund grant to the Newark Cultural Heart project and specifically Newark Market Place is £1,500,000 capital. Newark and Sherwood District Council’s Cabinet noted on 14th May 2024 that the reallocation of Towns Fund grant could only happen to other Towns Fund projects including Newark Cultural Heart and/or Stodman Street Phase II. A proposal to increase the Newark Cultural Heart delivery budget by £2,203,737 (made up of £2,110,000 from the Towns Fund Capital grant and £93,737 from the Towns Fund Revenue grant from the Newark Gateway scheme) is presented.
- 3.4 The original Newark Cultural Heart project envisaged a £1,500,000 capital Towns Fund grant towards the visible transformation of Newark Market Place. The aspiration was that this would allow a space, with associated infrastructure (power, seating, lighting) that could accommodate a range of experiences from the markets to events, to al-fresco dining, to areas to relax and play. It has become clear over the last 12 months that the current £1,500,000 budget would be insufficient to change the Market Place as originally hoped, especially given the level of reinforcement work required on infrastructure which isn’t seen, such as power supply. In order to achieve visible impactful change a significant additional budget approaching £4,000,000 is required.
- 3.5 The Council will receive a report on Newark Town Fund at the Cabinet meeting on 24th September 2024 which will include information and recommendations contained within this report.
- 3.6 Should this reallocation of grant funds be approved, the total £25m Town Fund grant allocation will be committed, and no grant funding underspend is anticipated to be returned to Government.

**Newark Town Board website for:**

- Town Investment Plan, July 2020

**Newark Town Board meeting reports:**

- [27 March 2024](#)
- [30 May 2024](#)
- [27 June 2024](#)

**Lead Officers:**

Matt Lamb, Director - Planning & Growth, Newark & Sherwood District Council

Sanjiv Kohli, Deputy Chief Executive & Director - Resources, Newark & Sherwood District Council

Neil Cuttall, Business Manager - Economic Growth & Visitor Economy, Newark & Sherwood District Council

Elaine Poon, Town Programme Manager - Economic Growth & Visitor Economy, Newark & Sherwood District Council