

LINCOLN TOWN DEAL BOARD

Friday, 8 September 2023

10.00 am

**Committee Rooms 1 and
2, Beaumont Fee, City
Hall, Lincoln, LN1 1DD**

Membership: Liam Scully (Chair), Angela Andrews, Jacqui Bunce, Edward Chambers, Tim Chambers, Lord Cormack, Neil Corner, Councillor Richard Davies, Wing Commander Gary Donnelly, James Foster, Julian Free, Steve Galjaard, Charlotte Goy, Nicole Hilton, Caroline Killeavy, Ursula Lidbetter, Karl McCartney MP, Ric Metcalfe, Matthew Russell, Karen Stanton, Edward Strange, Crispin Vitoria and Nick Worboys

Officers attending: Kirsty Cheetham (Senior Communications Officer), Democratic Services, Kate Ellis (Strategic Major Development Director), Michelle Smith (Development Officer) and Gill Wilson (Growth Strategy and Funding Manager)

AGENDA

SECTION A	Pages
1. Welcome & Apologies	
2. Minutes of the last meeting held on 9 June 2023	To Follow
(a) Matters Arising	
3. Board Membership & Terms of Reference Update	To Follow
4. Programme/Project Update	3 - 6
5. Investment Sub-Committee Update	Verbal Report
(a) Lincoln Connected	7 - 8
6. Communications Update	9 - 10
7. UK Shared Prosperity Fund	To Follow
(a) Community Grant Scheme Presentation - Paul Carrick, Neighbourhood Manager (City of Lincoln Council)	

8. Levelling Up		Verbal Report 11 - 14
9. Forward Plan 2023		
10. Any Other Business		
11. Date and Time of Next meeting		
12. Exclusion of Press and Public		15 - 16
13. Risk Rated Progress Report	[Exempt Paras 3]	17 - 30
14. Wigford Way Project Update	[Exempt Paras 3]	To Follow
(a) Wigford Way Project Presentation - Karl Gibson, Senior Project Leader (Highways Infrastructure) & Karen Cassar, Assistant Director for Highways - Lincolnshire County Council	[Exempt Paras 3]	
15. Sincil Bank Project Update	[Exempt Paras 3]	To Follow
(a) Sincil Bank Project Presentation - Karl Gibson, Senior Project Leader (Highways Infrastructure) & Karen Cassar, Assistant Director for Highways - Lincolnshire County Council	[Exempt Paras 3]	

Lincoln Town Board 8th September 2023 : Item 4

Lincoln Town Deal Programme Progress at August 2023

1.0 The following three Projects are now complete at a total cost of £3.7M, of which £2.35M is Town Fund supported;

- Hospitality, Events, Arts and Tourism (HEAT) Institute – The creation of a new ‘working restaurant’ facility at the Old Bakery, Burton Road and refurbished facilities at Sessions House at the Lincoln college campus are now complete and being used for student training.
- The Drill – the refurbishment and rebranding of the Drill Hall as a cultural event venue, bar and café was the first project to be completed and has been open for over two years. The Drill has performed well in terms of increasing ticket sales. The first cohort of Performing Arts students based at the Drill will start in September 2023, although, students have been benefitting from the Drill through for end of year performances and work experience since opening.
- The Store of Stories – the refurbishment of Beaumont Manor a grade 2 listed building, was completed at the beginning of last year and opened as a membership Community Grocery Store which provides low cost locally supplied waste and surplus food and other essential items, alongside a programme of advice, support and training, volunteering, and work placements opportunities to it’s members. This Project continues to report ongoing.

2.0 The following projects, with a total value of £16.13M and town Deal support to the value of £8.439M are now in delivery and due to be completed within the next twelve months.

- Lincoln Central market – the refurbishment of the market is almost complete and due to be opened this autumn. A new restaurant has been built as part of the refurbished scheme and Turtle Bay will be opening there this September.
- Lincoln City Football Club Community Hub – The creation of a new Community facility that will be managed by Lincoln City Foundation, a registered charity dedicated to creating healthier, happier and inspired communities. the work has now started on site and due to be completed by next summer.

- Barbican – the refurbishment of a grade 2 Listed Building for use as a creative Hub, which will provide floorspace and a platform for the establishment of start-up and fledgling businesses within the creative sector, in an environment where occupiers can access knowledge, skills and markets within a cluster of like-minded businesses. Refurbishment is due to start this Autumn and be completed next summer.

3.0 Two other projects that are also now in delivery, with a total value of £4.23M and town Deal support to the value of £2.77M are;

- Lincoln Be Smarter – A Business grant scheme aimed at supporting Businesses to invest in digitalisation that enables growth. This project will run until the end of the Programme (March 2026).
- Lincoln Connected – A Project aimed at improving digital access for visitors to the City. Proposals include the provision of a new website, management and wayfinding system along with an annual programme of art and cultural events that provide unique visitor experiences and make Lincoln a more attractive place to visit. The cultural events will start this year as an addition to the existing Frequency Festival in October and be run each year until the end of the Programme. The new Visit Lincoln website is due to be launched next year.

4.0 Other Projects still in the pre delivery stage include;

- Greyfriars – This is the refurbishment and reuse of an internationally important, listed building and scheduled monument dating from the 13th century for use as a heritage attraction with a mix of a digital and tactile, immersive interpretation scheme, temporary exhibitions, events, conferencing and educational activities. The works are due to go out to tender in September 2023 with tendered costs secured by the end of October and a start on site planned for February 2024. Construction works are due to be completed by February 2025 with the building open to the public by the end of April 2025.
- LSIP – the Creation of a Business café Hub within the Lincoln Science and Innovation Park to facilitate Business networking, clustering and collaboration. Architects have been appointed and are working up design work for the Hub, alongside the Quantity Surveyor to establish a final cost of the scheme. A revised programme is being prepared but it is envisaged that the project could be on site in early 2024/25 with a six month build period expected.
- Tentercroft Street – a feasibility study into the development of a Brownfield site to identify investment opportunities and delivery options. Work on the study is currently being scoped.

5.0 The Wigford Way and Sincil Bank Lincolnshire County Council led projects have been rescoped and re- costed and will be discussed as separate reports on the agenda.

6.0 Summary

With the exception of those projects currently being rescoped and assessed all Projects are currently progressing well to programme and delivery. All projects are expected to be completed within budget by 2026.

7.0 Recommendation

That the progress report be noted

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Town Board Investment Sub Group 15. 8.23

Item 5

Lincoln Connected Project ; Rescoped Proposals

1.0 Background

This update is further to the Investment Sub Committee and Town Board Reports taken in December and January respectively, for the in-principle approval of a delivery partner change for the Lincoln Connected Project. This was agreed on the basis that project cost, objectives and outputs remain the same.

2.0 Project update

The project has now been developed to an assured final delivery and costed stage (Delivery Plan and cost plan enclosed) as outlined below.

The original Business case proposed that project delivery be managed by two Partners organisations, Visit Lincoln and Lincoln Big, governed by a Project Board of wider City stakeholders. Visit Lincoln as an entity changed its name to Destination Lincolnshire at the end of last year and they will now be the accountable body and lead partner in the Strategy development, Digital infrastructure and wayfinding project strands. Threshold Studios, a designated National Portfolio Organisation NPO, is now proposed as the delivery partner for the creative and cultural project strands. The Governance arrangements in respect of a Project board remain the same but an additional Cultural Commissioning Group will be established to specifically govern the work of the project's Cultural strand.

The project objective remains the same; "to digitalise the high street and visitor economy, bringing visitors, residents, and businesses on a '*digital adoption*' journey."

The outputs expected from the project remain similar but more developed from the original Business case :

- 1 new job created and 3 jobs supported.
- Provision of a new Open Customer Management System (CMS) infrastructure
- 500 digitally enhanced businesses working in tourism, hospitality, retail, leisure, arts, culture, and heritage sector
- Generation of 150000 unique visitors from local area
- 1 Feasibility study and pilot illumination event
- 12 new art installations
- Provision of 6 new digital screens has been replaced with the provision of a wayfinding strategy and installation of pilot interactive digital wayfinders
- The provision of a Digital Road map Strategy is a proposed new project output

The total cost of the Project has not changed. The value of the Town Fund investment required is £1,483M. Total project cost is £1.887M.

The Project as proposed is now summarised under the following strands;

- The commissioning of a **Digital Roadmap** by Destination Lincolnshire to provide the strategic context to the project, including stakeholder engagement and assessment of what is needed. This was completed in May 2023. A copy is enclosed with this covering report.
- Provision by Destination Lincolnshire of a new **Digital Portal** (Visit Lincoln branded website)/**CRM/B2B Data Hub/Experience Platform** .
- The provision and delivery of a three year **Creative Commissioning Programme** by Threshold Studios : Creation and exhibition **of twelve Artist led Lincoln visitor attractions.**
- The provision of a study by Threshold Studios into the **feasibility of developing an annual illumination programme** to extend the City's visitor offer and the delivery of **a pilot illumination event:** testing out light-based events as part of future city programme.
- The development by Destination Lincolnshire of an **Interactive wayfinding and digital signage strategy** for the City and **piloting** the delivery of the recommend **installations.**

3.0 Delivery/cost Plan assurance

The delivery and cost plans have been subject to a review by the independent consultant Thomas Lister Limited who undertook the due diligence on the original Business case. Evidenced responses have been provided to the queries raised, and confirmation received on final assurance.

4.0 Recommendation

Town Board are recommended to accept the recommendations of Investment Sub Committee that;

- the updated project proposals and assurance be approved
- and that the final project delivery and cost plans as approved be the basis for officers to undertake a variation to the existing Grant Funding Agreement.

BE LINCOLN COMMS UPDATE

SEPTEMBER 2023



E-newsletter

Working with the software company, Granicus, we are creating an e-newsletter that will be a direct form of communications for both the public, and board members/stakeholders.

Lincoln Community Grocery Store

A video highlighting the benefits of the store featuring an interview with a store member and volunteer.

Website redesign

Redesigning the Town Deal section of the website to reflect the aims of Town Deal, Levelling Up and UKSPF funding and projects.

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SUBJECT: LINCOLN TOWN DEAL BOARD - FORWARD PLAN 2023

DIRECTORATE: CHIEF EXECUTIVE AND TOWN CLERK

REPORT AUTHOR: VICTORIA POULSON, DEMOCRATIC SERVICES OFFICER

1. Purpose of Report

- 1.1 To present the Lincoln Town Deal Board with its forward plan for the remainder of 2023, which is attached at Appendix A to the report.

2. Background

- 2.1 This report sets out the programme of meeting dates for the Lincoln Town Deal Board up to 1 December 2023. The Board will be invited to discuss suggestions for agenda items to be considered at future meetings.

3. Recommendation

- 3.1 That the Board comments on the work programme, as detailed at Appendix A to the report.

Is this a key decision? No

Do the exempt information categories apply? No

Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply? No

How many appendices does the report contain? One

List of Background Papers: None

Lead Officer: Victoria Poulson, Democratic Services Officer
Victoria.poulson@lincoln.gov.uk

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Lincoln Town Deal Board Forward Plan 2023

8 September 2023, 10:00-12:30

Committee Rooms 1&2, City Hall, Beaumont Fee, Lincoln, LN1 1DD

Item(s)	Responsible Person(s)	Organisation
Programme/Project Update	Gill Wilson, Growth Strategy and Funding Manager	City of Lincoln Council
Investment Sub-Committee Update	Angela Andrews, Chair of Investment Sub-Committee	City of Lincoln Council
Board Membership Update	Liam Scully, Chair of Lincoln Town Deal Board	Lincoln City Football Club
Project Presentation by Wigford Way	Karl Gibson - Senior Project Leader, Highways Infrastructure & Karen Cassar - Assistant Director for Highways	Lincolnshire County Council
Project Presentation by Sincil Bank	Karl Gibson - Senior Project Leader, Highways Infrastructure & Karen Cassar - Assistant Director for Highways	Lincolnshire County Council
Communications Update	Kirsty Cheetham, Senior Communications Officer	City of Lincoln Council
UK Shared Prosperity Fund	Gill Wilson/Kate Ellis, Major Development Director	City of Lincoln Council
Levelling Up	Kate Ellis, Major Development Director	City of Lincoln Council
Work Programme for 2023 Update	Victoria Poulson, Democratic Services Officer	City of Lincoln Council

1 December 2023, 10:00-12:00

University of Lincoln, Brayford Pool, Lincoln LN6 7TS - TBC

Item(s)	Responsible Person(s)	Strategic Priority/ Comments
Programme/Project Update	Gill Wilson, Growth Strategy and Funding Manager	City of Lincoln Council
Monitoring & Evaluation Performance Report to DLUHC for period April 2023 – September 2023	Gill Wilson, Growth Strategy and Funding Manager	City of Lincoln Council
Mid-Term Programme Evaluation Report	Gill Wilson, Growth Strategy and Funding Manager	City of Lincoln Council
Investment Sub-Committee Update	Angela Andrews, Chair of Investment Sub-Committee	City of Lincoln Council
Project Presentation by Lincoln Central Market	TBC	City of Lincoln Council
Project Presentation by Lincoln Be Smarter	TBC	University of Lincoln
Communications Update	Kirsty Cheetham, Senior Communications Officer	City of Lincoln Council
UK Shared Prosperity Fund	Gill Wilson/Kate Ellis, Major Development Director	City of Lincoln Council
Levelling Up	Kate Ellis, Major Development Director	City of Lincoln Council
Work Programme for 2023/24 Update	Victoria Poulson, Democratic Services Officer	City of Lincoln Council

SUBJECT:	EXCLUSION OF THE PRESS & PUBLIC
DIRECTORATE:	CHIEF EXECUTIVE & TOWN CLERK
REPORT AUTHOR:	CAROLYN WHEATER, MONITORING OFFICER

1. Purpose of Report

- 1.1 To advise members that any agenda items following this report are considered to contain exempt or confidential information for the reasons specified on the front page of the agenda for this meeting.

2. Recommendation

- 2.1 It is recommended that the press and public be excluded from the meeting at this point as it is likely that if members of the press or public were present there would be disclosure to them of exempt or confidential information.

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